



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**NABA BARRACKPUR PRAFULLA CHANDRA  
MAHAVIDYALAYA**

**P.O-NEW BARRACKPORE, WARD NO-20, NORTH 24 PARGANAS  
700131**

**<https://nbpcm.org>**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

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# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Naba Barrackpur Prafulla Chandra Mahavidyalaya is located near Bisharpara Kodaliya railway station in Ward No 20, New Barrackpore, Kolkata-700131. The college is a government aided institution.

The Vision of the College is to make available affordable higher education to the socially and economically deprived sections of society who are mostly the first generation learners. The Mission of the College is to provide its students a holistic guidance in the field of academics, career opportunities and extracurricular activities so that they grow to their full potential. Since most of our students are first generation learners and belong to the economically unprivileged section of the population, our mission is to train and guide them towards the path of a prosperous career and financial independence. The emancipation of the girl student is also one of the missions of the college.

### Vision

The vision of the college is to make available affordable higher education to the socially and economically deprived sections of society who are mostly the first-generation learners. The college also aims to provide holistic education to the economically underprivileged section of the society and to make their dream of higher education come true so that they can become responsible citizens of tomorrow and make a significant contribution to the development of the society.

### Mission

The mission of the college is to provide its students a holistic guidance in the field of academics, career opportunities and extracurricular activities so that they grow to their full potential. Since most of our students are first generation learners and belong to the economically unprivileged section of the population, our mission is to train and guide them towards the path of a prosperous career and financial independence. Our mission also includes guiding them on the path of *satya*, *ahimsa*, and *prem* so that they not only receive academic education but also become well groomed individuals with a virtuous mind.

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

### Institutional Strength

Academic experience of over fifty years since 1966.

- 2F and 12B recognition

- Pollution-free environment
- Recently extended college campus with a new college building
- Maximum number of teaching faculty have acquired Ph.D degree
- A supportive management system encouraging teachers to participate in seminars, courses, conferences and other skill enhancement and career advancement programmes.
- Efficient and dedicated faculty
- ICT enabled classrooms and wi-fi campus
- Sensitive and supportive administration
- Totally transparent and online admission system
- Separate tutorial classes for slow and advanced learners
- Cordial relationship among faculty members and students
- Effective management system comprising of various committees focused on specific issues.
- Implementation of CBCS system
- Resourceful library with large number of text and reference books
- Subscription and accessibility for both teachers and students large number of e-resources through N-List
- Disciplined academic activities and strict adherence to the pre-published academic calendar
- Accessibility of the students to computers
- Locational advantage of being situated near the railway station
- Safe and secure environment with no single report of ragging or sexual harassment in the past years

### **Institutional Weakness**

- Still no accreditation to NAAC
- Poor student enrolment
- Not adequate road transport
- No courses of pure science or biological science
- Inability to run expensive add-on/ certificate courses since most of our students belong to economically underprivileged background.
- No scheme for financial support for teachers due to financial crunch of the college
- No UGC sponsored projects or seminars conducted

### **Institutional Opportunity**

Preparing our students of commerce stream for jobs in financial institutions

- Strive for paper-less office
- Acquisition of more land and construction of hostel

## **Institutional Challenge**

To further increase the alumni engagement in the development activities of the college

- To guide the parents so that they are better equipped to help their wards in their academics as most of the students are first generation learners.
- Deterioration of the funding situation due to declining number of students and increase in operational costs.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

As an affiliated college of the West Bengal State University, Barasat, the College follows the University prescribed curriculum. To ensure that the academic programs and institutional goals of the College are integrated, and to supplement the University's Curriculum, the College organizes various co-curricular activities keeping in mind the benefits of the students. These give students opportunities to interact with eminent speakers and experts from various inter-disciplinary fields. The teachers constantly strive to integrate important issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc. in their individual lectures in the classroom. Students are encouraged to participate in projects, seminars and class room presentations that address the issues relevant in today's globalizing world. Besides this, the College maintains multiple activities and interactive Committees. Feedback on curriculum obtained from students, stakeholders and academic peers have facilitated innovative initiatives and ensured continuous growth. Sincere efforts have been made by the institution to modify and enrich the curriculum in order to make it cater to the dynamic, employable market. IQAC of the College, along with the Academic Committee monitors and evaluates the quality of its enrichment programme.

The college has undertaken several measures to ensure the smooth running of the curriculum by conducting online classes on Google Meet and by uploading reading materials in google classroom. Subject wise Whats App groups have been created to ensure uninterrupted interaction with the students during the lockdown. Exams were also conducted online and the soft copies of the exam scripts were evaluated to facilitate the timely publication of exam results.

### **Teaching-learning and Evaluation**

The college focuses on the continuous improvement of the teaching-learning experience through the adaptation and implementation of ICT (Information and Communication Technology) resources. Smart classrooms have been constructed to facilitate the e-learning process with the use of laptops and projectors. Special efforts are made to cater to the students with diverse learning abilities. Special lectures are also organized from time to time by inviting resource person of other institutions to encourage the diversity of the learning experience. Tutorials are conducted particularly for the slow learners to help them overcome their shortcomings and to keep pace with the curriculum. Special coaching classes in spoken English, basic Mathematics and basic Computer are organized for the students to equip them for the competitive examinations. Add-on courses in Communicative English, Disaster Management and Counselling and Guidance have been conducted to give the

students a learning experience of subjects which lie outside the syllabus. Interactive techniques of instruction such as projects and presentations are adopted to encourage independent and investigative thinking amongst the students. Continuous internal evaluation is conducted in the form of tests, assignments, projects etc to evaluate the students. Faculty enrichment programmes such as Faculty Induction Programme, Refresher course and short term courses are attended by the faculty at regular intervals for professional development, competence and adequacy.

Wi-Fi provided to students, teachers and staff members has enabled the smooth functioning of the teaching-learning process and administrative work of the College. The faculty and the library of the College ensure procurement of the latest books, journals and magazines in the library. The College has subscribed to NLIST so that the teachers and students can access a huge stock of learning resources on internet.

### **Research, Innovations and Extension**

The emphasis in the research, consultancy and extension activities of the College is on

the holistic development of the students and on shaping the young minds those can make a difference to the community and the environment. Over the last few years the

institution has taken initiative in promoting research among its faculty and in nurturing a spirit of research culture among its students. The College motivates teachers to undertake projects and the institution provides all support to enable implementation of research schemes. Three of our faculty members have completed their Ph.D while in service in last five years. One faculty members has submitted doctoral thesis and three teachers have registered for Ph.D Programme during

this period. To promote research aptitude amongst the students the college organizes interdisciplinary students' seminar where the students prepare power point presentations on interdisciplinary topics. The College has also taken initiative to organize an Interdisciplinary Students' Seminar where the students from all departments present papers on topic from their curriculum. As a part of their curriculum, students of Commerce and Economics stream have to undertake research projects under the guidance of their teachers.

The College is constantly striving towards making its students socially aware and dutiful. A workshop has been organized for SC, ST, OBC and minority community. Various activities are undertaken by the NSS Units of the college such as health awareness, blood donation camps, gender sensitisation. The college provided shelter to the people of the neighbouring community during "Amphan" and "Yaas" super cyclones. As part of the extension activities of the college, the NSS Units distributed saplings, fruits and food packets to the patients of the New Barrackpur Municipality.

The College library houses large number of books and journals on a variety of subjects. E-resources are available for the students and teachers. The College library provides hundreds of books, journals and huge amount of e-resources through its Wi-Fi internet facility for both the faculty members and students within the campus. The College also arranges for books/journals/data or any other resource to its students if required. The students can use desktop computers provided by the College for them for the projects. Initiative has also been taken for institutional subscription of the UGC scheme N-LIST (National Library and Information services Infrastructure for Scholarly Content) for access to hundreds of online international and national journals and e-books by the teachers and students.

## **Infrastructure and Learning Resources**

The College continuously strives to create and provide suitable infrastructure to its students and staff. This College, after it was established in 1966, was situated near New Barrackpur station and shared a building with a girls' school. As classes for the school were held in the morning shift, classes for this College were held in the evening shift up to 2007. The College has traversed a long way since then. In 2007, the College started its classes in its own new building in the day shift. This building initially had two stories. The college building has been expanded since then and now there is a four-storied building with classrooms (including smart classrooms), one auditorium, one gymnasium, and laboratories. There are separate common room for boys and girls. The College library has abundant number of books and is registered under NLIST. The students and the staff members have been given the licence to use the facilities. The students, staff and faculty members are provided computing facility through a good number of computers and an equal number of allied accessories and internet connectivity along with the Wi-Fi enabled campus.

## **Student Support and Progression**

The College has a student support cell that caters to the various needs of the students particularly pertaining to state scholarships like minorities' scholarship, SC/ST scholarship; Kanyashree ,railway concession etc. A students' support fund has been created by the Teachers' Council to provide financial assistance to the needy students. The Mentor-Mentee system has been introduced whereby each teacher is allotted a fixed number of students who regularly interact with the teacher for guidance and support. Regular mentor-mentee meetings are held to address the grievances of the students. Students are encouraged to display their original creative writings in the departmental/College wall magazine. The College publishes a magazine annually. The Internal Complaints Cell (ICC) has been constituted as per the UGC guidelines. The games and sports department of the College has won many laurels at various levels. The Alumni Association of the college has been formed to keep in touch with the ex-students and to monitor their progression into higher studies and professional fields.

## **Governance, Leadership and Management**

The Governing Body supervises the general functioning of the College as stated in Statutes, Rules and Ordinances of the West Bengal State University. The Governing Body consists of the Principal, teachers' representatives, non-teaching staff representatives, members nominated by the Government of West Bengal, members nominated by the affiliating University and students' representative (Ex-Officio, General Secretary of the Students, Union). All the representatives from teachers, students and non-teaching staff are elected in a democratic process. The Principal, teachers' representatives, non-teaching staff representatives and student representative are members of the GB. They along with the Principal provide their feedback and reviews to the GB on academic and administrative issues of the College. The GB issues directions as per its appraisal but does not intercede in activities envisioned by the departments apart from the matters of procedures, protocol and policy.

The IQAC monitors the overall quality enhancement of the college. The different committees have been formed to facilitate the smooth running of the different aspects as such academic, finance, culture, examination, sports etc. The Digital Committee has been constituted during the lockdown to monitor the online activities of the college. The leadership ensures implementation of policies and plans through constant meetings and regular engagements in the College. The Governing Body meets as and when required in order to take stock of the implementation of policies and stated mission. The Teachers' Council meets at an average of nine to ten times

annually while departmental Committees meet regularly in order to help formulate and implement plans.

Through various informal interactive channels, feedback is sought from students in order to enhance the teaching learning process. There is also an online feedback system. Parent-teachers meetings also help to get feedback from the stakeholders. All the decisions and actions of all the Committees and departments are constantly reviewed and coordinated in their meetings to ensure growth in quality and create a cult of excellence. Faculty and staff are encouraged to upgrade their academic qualities and skills in order to enhance and develop themselves. The teachers regularly update their self-appraisal reports for the processing of their CAS papers.

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

The objective of the practice is to develop a collaborative educational practice in the locality where all the educational institutions, families and other stakeholders work together and support each other to achieve the goal of holistic education for the children of the locality. When the schools, colleges and other community groups of a locality band together to support learning through actions and connections, young people achieve more in schools, stay longer in schools, larger number of them go to higher education, better prepared for the job market and moreover they grow up to be responsible citizens of the country.

The objective of “Learning beyond the Classroom” practice is to make academic learning interesting, to extend the boundaries of learning beyond the classroom and to encourage participative and experiential learning among the students. The practice aims to facilitate independent thinking, creative writing, research aptitude and to encourage peer learning and team spirit through group activities. The greater purpose of this practice is to make academic learning shift from theory to “praxis” and to promote an interdisciplinary approach to learning. All of the above objectives are in tandem with the Choice Based Credit System (CBCS) which got introduced in 2018.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	NABA BARRACKPUR PRAFULLA CHANDRA MAHAVIDYALAYA
Address	P.O-New Barrackpore, Ward No-20, North 24 Parganas
City	Kolkata
State	West Bengal
Pin	700131
Website	<a href="https://nbpcm.org">https://nbpcm.org</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Sunil Kumar Biswas	033-9433126133	9007830627	-	nbpcm.naac.2022@gmail.com
IQAC / CIQA coordinator	Angana Deb	033-6291215861	6291215861	-	iqac.internal@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details



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

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	15-09-1966	<a href="#">View Document</a>
12B of UGC	15-09-1966	<a href="#">View Document</a>

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCL,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	P.O-New Barrackpore, Ward No-20, North 24 Parganas	Semi-urban	0.64171	2278

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,Bengali	36	HS	Bengali	90	3
UG	BA,English	36	HS	English	85	33
UG	BA,Education	36	HS	English + Bengali	30	2
UG	BA,History	36	HS	English + Bengali	35	7
UG	BA,Political Science	36	HS	English + Bengali	30	3
UG	BSc,Economics	36	HS	English + Bengali	15	0
UG	BSc,Geography	36	HS	English + Bengali	30	9
UG	BCom,Accountancy	36	HS	English + Bengali	75	18
UG	BSc,Bsc General	36	HS	English + Bengali	35	4
UG	BCom,Bcom General	36	HS	English + Bengali	100	10
UG	BA,Ba General	36	HS	English + Bengali	300	88

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

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				2				31			
Recruited	1	0	0	1	2	0	0	2	17	14	0	31
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				12
Recruited	5	1	0	6
Yet to Recruit				6
Sanctioned by the Management/Society or Other Authorized Bodies				5
Recruited	5	0	0	5
Yet to Recruit				0

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

### Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	1	0	0	5	7	0	14
M.Phil.	0	0	0	0	0	0	1	2	0	3
PG	0	0	0	1	0	0	11	5	0	17
UG	0	0	0	0	0	0	0	0	0	0

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

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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	293	0	0	0	293
	Female	248	0	0	0	248
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

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

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	49	32	21	19
	Female	43	21	22	19
	Others	0	0	0	0
ST	Male	2	0	1	0
	Female	0	1	2	0
	Others	0	0	0	0
OBC	Male	16	8	10	6
	Female	13	2	5	2
	Others	0	0	0	0
General	Male	135	59	73	65
	Female	102	48	60	59
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		360	171	194	170

1. Multidisciplinary/interdisciplinary:	<p>The college was established in 1966 as a commerce college. Over the years new subjects and disciplines were introduced to cater to the demand of the students as well as to address the need of time. The college now has emerged as a general degree college, with a noble vision of imparting higher education to the students who are mostly first generation learners coming from financially underprivileged. The institution offers mainly 2 streams i.e., Commerce and Arts and a few subjects from the Science stream. This makes it clear that NBPCM functions as a multidisciplinary institution. The college offers 12 programmes under the CBCS system of West Bengal State University. Thus, with this kind of multidisciplinary nature the college accommodates nearly 541 students. The college has already applied to the Higher Education Department of West Bengal for introducing General Programmes in Physics and Chemistry. The college tries to accommodate Interdisciplinary courses in its routine framework. The students studying Arts may opt for a subject like Computer Science from the Science stream. Thus, in the context of the NEP 2020 the institution has the potential to offer Interdisciplinary and/or multidisciplinary courses.</p>
2. Academic bank of credits (ABC):	<p>The college is an affiliated under graduate college under the West Bengal State University. The college has to follow the syllabi and the programs as prescribed by the University. At the end of every semester the University centrally conducts the examination and awards the marks sheet to the students after being evaluated by the teachers of the same or different colleges. The total marks and the credits are in the custody of the University and the college has no scope to keep that in possession and moreover, it doesn't have the permission to allow its students free entry and exit. Since, the college does not have academic autonomy to design its programmes (except Add-on or certificate courses) or award marks or credit to the students, ABC is not possible in this institution. If in future the Government modifies and revises its rule and issue specific regulations and guidelines regarding ABC, the college will do the needful to implement this.</p>
3. Skill development:	<p>The CBCS enables the students to develop their skills as per the syllabus of it. In addition to that the college</p>

	<p>offers its students free certificate and Add-on courses to enhance their skill and prepare them for the professional world . These Add-on courses are specifically designed as per their courses. Most of the departments offers Add-on courses to its students in order to enhance their skill. By observing important days like Gandhi Jayanti, Rashtriya Ekta Diwas the institution attempts to inculcate in its students not only Universal values like Truth (satya) and Non-Violence (ahimsa) , righteous conduct (dharma), peace(shanti) but also citizenship values and the spirit of National Integration. A number of programmes like seminars and workshops has been organized on the issue of Gender that have addressed issues like gender inequality and discrimination As far as STEM or STEAM is concerned the college cannot take any initiative unless specific guidelines are issued by the Government or the University. But as soon as the Government issues specific orders and guidelines the college is ready to perform at its best in this aspect.</p>
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>The teachers of the college deliver their lectures in bilingual mode (English and Bengali). Students studying Bengali receive class teaching in Bengali, students studying English receive lectures in English only, while students pursuing Honours and General courses in other subjects receive lectures in both English and Bengali. The College has organized Yoga workshop in order to inspire the students to explore and practice the indigenous systems of knowledge and introduce them to the Indian tradition that has successfully and effectively reconciled the physical and spiritual aspects of education. The Departments of English and Bengali teach the students Indian literatures either in translation or in the original. Department of Education introduces the students to the native systems of Education. Teachers of this institution while delivering their lessons always keep in mind the Indian approach and perspectives.</p>
5. Focus on Outcome based education (OBE):	<p>The college is highly focused to train its students in such a way that at the completion of their courses they become equipped enough to compete in the real world to secure a good job. Keeping this in view the college has planned to develop their skill through Add-on courses. The courses of the college are designed by the University as per the CBCS curriculum and the course outcomes are guided by</p>



	the curriculum. Since, the college is an institution affiliated to the West Bengal State University and is governed by the directives of the Higher Education Department of Government of West Bengal, it does not have any autonomy to design its own curriculum except the certificate and add-on courses. But once the Government changes its rules and regulations and empower the college either to frame or modify the syllabi, necessary steps will be taken to implement the recommendations of NEP, 2020.
6. Distance education/online education:	During the recent pandemic the college offered instruction through online mode. Moreover, the college offers Add-on courses to the students in online mode. These courses are free of cost and very much their own subject specific for skill enhancement. The college plans to upgrade the courses and give the students an industry outlook to make them more competent for the job market.

### Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	NO
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	NO
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	NO
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in	NO

electoral processes, etc.	
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	NO

## Extended Profile

### 1 Students

#### 1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
414	399	420	461	288

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

### 2 Teachers

#### 2.1

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

Response: 44

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

#### 2.2

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

2021-22	2020-21	2019-20	2018-19	2017-18
34	34	32	12	12

### 3 Institution

#### 3.1

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

2021-22	2020-21	2019-20	2018-19	2017-18
75.06	88.24	97.70	105.40	105.41



## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

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

**Response:**

##### **Academic Calendar and Lesson Plan**

- As an affiliated college of the West Bengal State University, Barasat, the College follows the University prescribed curriculum. The implementation of the curriculum is undertaken by the IQAC and the Academic Committee of the College.
- The Academic Committee prepares an Academic Calendar and time table and distributes workload among teachers to ensure systematic delivery of curriculum design. The Academic Committee decides the workload which is further implemented as per the recommendations of the IQAC and in consultation with the various Heads of Departments.
- The Teachers' Council supervises the implementation of all academic decisions in consultation with the Academic Committee. With the commencement of each academic session, the Teachers' Council issues master routine keeping in mind the University recommended teaching hour for each topic. On the basis of the master routine, the departments issue class routines to the students in accordance with the syllabi of both General and Honours courses.
- Number of classes for each topic is decided according to the syllabus and credits assigned to each topic/Group/paper etc.
- The teachers prepare lesson plans for the entire session so that the prescribed curriculum is completed within the time limit. The college ensures effective curriculum delivery through class routine, lectures, ICT enabled lectures, written test, internal assessment, attendance and tutorials.
- Departmental meetings are held regularly to review the progress towards completion of the syllabus.
- From 2018-19, the college has introduced CBCS (Choice Based Credit System) as per the guidelines of the University and UGC. This has been done with the intention of upgrading the curriculum and bringing it at par with the national standards of academic excellence.
- The college has introduced a Learning Management System (LMS) for an enhanced student centric approach towards curricular completion. Various classroom teaching methods are regularly used for the effective delivery of the curriculum. Participative learning is the primary focus of our teaching. Students are divided into smaller groups and engaged in

**discussion on various topics related to their subjects.**

### **Teaching Method**

- **In addition to conventional classroom teaching with chalk and duster, ICT based teaching learning methods are extensively used.**
- **During the pandemic, online classes were taken as per the regular routine during regular college hours by all departments. The teachers also used the LMS system of the college, Google Meet, Zoom, WhatsApp, Google Classroom, Google Forms, YouTube etc. as and when they felt necessary for the benefit of the students.**

### **Library**

- **The Central Library of the college is equipped with KOHA Library Management System and NList, which help teachers and students immensely in getting necessary books, journals and eresources.**
- **In addition to the Central Library, all the departments maintain a departmental library to give students more access to books during the class hours.**

### **Laboratories**

- **For the subjects needing practical classes like Geography, Education, Computer Science, the College has well-equipped laboratories.**

### **Continuous Assessment**

- **As per WBSU guidelines, all departments have to conduct an internal examination after the stipulated hours of teaching for each semester.**
- **Apart from the University prescribed internal assessment, all the teachers also conduct continuous assessment through google form, quiz, assignments, projects etc.**
- **Internal examinations are conducted following the academic calendar.**

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

**Response:** 25

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

### 1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

**Response:** 68.06

#### 1.2.2.1 Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
289	280	367	223	190

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

## 1.3 Curriculum Enrichment

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

**Response:**

The college does not have any scope of framing the academic curriculum and includes these issues into the curriculum. However the University prescribed syllabi of various subjects followed in our college competently integrating issues mentioned here.

- West Bengal State University incorporates Environmental Studies as one of the Ability Enhancement Compulsory Courses (AECC) for all undergraduate courses. So, all students of this college compulsorily study crosscutting issues relevant to environment and sustainability. This course incorporates environmental issues like natural resources management, energy management, ecosystem, biodiversity, climate, sustainability, population studies, pollution and waste management, urban and rural environment, environment management. Programmes like B.Sc in Economics and Geography address various issues related to environment and sustainability.
- The different programmes offered in the college such as English, Bengali, Economics, Political Science, History, Geography and Education effectively integrate the issues relevant to the basic understanding of the concepts related to gender like economic, political and social inequalities, gender politics, feminist and patriarchal ideas and ideologies, position of women in ancient, middle age and modern India, great women personalities of India, policies of women empowerment, legal rights of women in India, Problems of girl-child, female foeticide, declining sex ratio, gender identities and responsibilities, feminist thought, the difference between sex and gender etc.
- These programmes also incorporate an understanding of the essential concepts that lead to a cultivation of basic human values and promote a better understanding of the community and humanity as a whole. Curriculum of B.Com in Accountancy incorporates issues relevant to professional ethics such as business ethics, morality, ethical leadership and ethical dilemma.
- The subject of professional ethics has been included in the syllabus of the commerce department under the new curriculum which inculcates the primary tenets of personal and corporate standards of behavior expected by professionals

File Description	Document
Upload Additional information	<a href="#">View Document</a>

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

Response: 50.72

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

Response: 210



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

## 1.4 Feedback System

**1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)**

**Response:** Yes

File Description	Document
Upload supporting document	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Enrolment percentage

**Response:** 26.06

##### 2.1.1.1 Number of students admitted year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
170	194	171	360	180

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

2021-22	2020-21	2019-20	2018-19	2017-18
825	825	825	825	825

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

#### 2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

**Response:** 18.55

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

2021-22	2020-21	2019-20	2018-19	2017-18
46	61	64	123	65

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

2021-22	2020-21	2019-20	2018-19	2017-18
387	387	387	387	387

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

## 2.2 Student Teacher Ratio

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

Response: 12.18

## 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 using ICT tools

Response:

- **Experiential learning** -The college undertakes various activities at regular intervals to promote and encourage experiential learning among the students. The different departments of the college organize departmental tours, field trips, educational surveys etc. which provide the students an opportunity for learning by doing. The visits to the book fair, household surveys, educational trips help them to gain practical knowledge about the curriculum.
- **Participative Learning**-The college has adopted various student-centric methods such as field surveys and educational tours in relevant subjects where the focus has been on participative learning. The students are encouraged to explore the various aspects of the curriculum and seek answers through observation and experiment. Participative learning is implemented through various activities. An interdisciplinary students' seminar is also organized every year where the students make a short presentation on a topic that is interdisciplinary in nature. This promotes participative/ experiential learning and encourages their inquisitive and critical inclinations. These presentations are made in powerpoint format which ensures that the students use and learn basic computer skills as well as acquire the required degree of confidence and expertise which will equip them to make seminar presentations in future. Visit to the book fair, socio-economic survey, peer teaching, movie-screening, story-writing competition are held to promote participative learning.

- **Problem Solving Methodologies**-Various problem solving methodologies are adopted by the college to help the students solve problems. Separate tutorial classes are held regularly for both the advanced and the slow learners to cater with the aim of solving the specific problems faced by the students regarding the curriculum. In these tutorial classes, students are encouraged to engage in interactive and participative discussion with each other so that the method of teaching no longer remains teacher-centric. The college also has a mentor-mentee system where each teacher is assigned mentees whom they offer assistance. Besides this, home assignments and projects are given to the students to strengthen their problem solving skill as well as to encourage them to explore different resources of the college (text books, references, e-resources etc.).
- **Use of ICT Tools**-The college promotes extensive use of ICT Tools. The college has four smart classrooms which are equipped with overhead projectors where teachers take power point classes. The ICT tools were used extensively during the Covid 19 pandemic. Online classes were taken using google classroom, webinars were conducted which were streamed live on youtube and facebook and whatsapp groups were created for the dissemination of information among the students.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

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

**Response:** 92.54

#### 2.4.1.1 Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:

2021-22	2020-21	2019-20	2018-19	2017-18
34	34	34	16	16

File Description	Document
Upload supporting document	<a href="#">View Document</a>

### 2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B

**Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)**

**Response:** 75.81

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

2021-22	2020-21	2019-20	2018-19	2017-18
24	24	22	12	12

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

## 2.5 Evaluation Process and Reforms

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

**Response:**

Before the introduction of the CBCS system in 2018-19, the college had a well-developed mechanism for a continuous internal evaluation system. Several mediums were employed to ensure CIE such as class tests, unit tests and selection tests.

- The system of continuous evaluation is an inherent component of the CBCS system which has been implemented from 2018-19. After that, the continuous evaluation system has become more organized and formal. An internal assessment examination is held as prescribed by the CBCS curriculum. This examination comprises one-third of the weightage of the total marks of each subject for each semester. At the end of each semester, the University conducts an end-semester examination. Apart from this University prescribed system of evaluation, the college conducts class tests, quiz, home assignments and projects on a regular basis to further strengthen the process of continuous evaluation.
- The internal assessment of the college is transparent. Some methods and procedures keep this system transparent and robust. The process of making the students aware of the evaluation system is done through the following ways:
- An orientation programme is held on the first day of the session for the first year students to inform them about the various aspects of the evaluation process.
- Notices are put up informing the students about the upcoming examinations and time table.

- An elaborate Academic calendar containing the probable dates of Unit Tests and Selection Tests is provided to the students at the commencement of every session.
- The students get a clear idea about the theory and practical syllabi of all subjects from the website of the parent university i.e. West Bengal State University, Barasat.
- The Library of the college also provides university prescribed syllabi and the question papers of the previous year.
- The students get an elaborate Academic calendar and a Lesson Plan indicating the probable dates of the tests to be held throughout the year at the beginning of the session.
- The scope of the college to deal with examination related grievances is limited in the case of university exams since the entire mechanism related to the review of scripts, RTI and special review is done by the university in cases where the candidate makes such an appeal. The college however, extends full support to the examinees by making all the relevant information available regarding review and RTI.
- With regard to the internal examination conducted by the college, any grievance is taken up seriously and accorded due importance although very few such cases are reported. The college has an exam grievance portal through which students can lodge their grievance. The examination sub-committee is also entrusted with the responsibility of looking into all matters related to examination.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

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

**Response:**

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

**The college runs degree programmes in various subjects under three broad categories namely,**

**Bachelor in Arts, Bachelor in Science and Bachelor in Commerce with separate Honours and General programmes for each category. Students graduating after the three year degree programme are expected to acquire some generic skills that students of all disciplines should be able to acquire. Some of these programme outcomes in general are as follows:**

- **Acquirement of basic employability enriching skills such as communication, computer knowledge, problem solving ability, analytical and reasoning aptitude.**
- **Basic communicative and writing skills in English and one modern Indian language (Bengali).**
- **Fundamental knowledge regarding the environment, sustainability and the ecosystem. In depth study of two or three subjects of their own choice.**
- **Ability to discern the interdisciplinary nature of epistemology.**
- **Problem solving and analytical skills in the subject chosen for study.**
- **Ability to apply their skill and problem solving capacity in the fields of industry, corporate and social sectors and other allied professional fields.**
- **Inculcation of cultural and moral values and social ethics which equips them to take a fair stand vis a vis issues of social, cultural and moral importance.**
- **Awareness of the surrounding socio-economic and cultural diversity which helps to increase their acceptance of diversity.**
- **Development of a strong community feeling and the growth of a helpful and cooperative attitude that enhances the team spirit.**

**The college has a well framed mechanism for communicating the Pos and Cos to the teachers and the students. The programme specific outcomes and course outcomes have been meticulously drafted by our teachers in a scientific and organized manner. These have been displayed on the college website so that the students have access to them and can choose from various options according to their interests, aptitude and professional goals. Apart from this the same is communicated to the students in the classroom by the teachers at regular intervals.**

**The college has a multi-pronged mechanism for measuring attainment of Pos, PSOs and Cos. Apart from the regular evaluation method such as class tests and mid term examinations, the students are made to undergo several evaluative exercises such as group discussions, mock interviews, role playing, aptitude and psycho-analytical tests. The Academic Committee conducts meetings where the departmental representatives report the attainment of POs and COs. There is a mechanism for collecting feedback from the students regarding the attainment of the POs and COs which help in**

assessing the attainment of the POs and COs.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.6.2 Pass percentage of Students during last five years

**Response:** 86.22

### 2.6.2.1 Number of final year students who passed the university examination year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
98	133	79	27	51

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

2021-22	2020-21	2019-20	2018-19	2017-18
99	135	85	45	86

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

## 2.7 Student Satisfaction Survey

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

**Response:** 3.98

File Description	Document
Upload database of all students on roll	<a href="#">View Document</a>



## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

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

**Response:** 0

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

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

### 3.2 Innovation Ecosystem

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

**Response:**

- The college has recently formed a Research and Development Cell though it is not very robust at the moment. But the college encourages, supports and also strives to facilitate, wherever possible, the initiatives of the staff members for their academic and professional growth. A good ratio of the faculty members have completed their doctorate with the co-operation and motivation received from the college and others are in the process of doing their doctoral research.
- The annual performance appraisal system motivates faculty to enhance their research performance. Teachers are encouraged to undergo professional development programmes and organize and participate in conferences, seminars and workshops.
- The college has subscribed to the UGC scheme N-LIST which provides the teachers access to a wide range of online journals, books, data and resources. The college also has subscribed to NDLI Club (National Digital Library Initiatives) which helps the faculty members in their research activities. The college also has LMS which enables creation and transfer of knowledge.

- The college plans to publish a multi-disciplinary journal in the near future which will aspire to motivate the faculty members for independent and multi-disciplinary research.
- The CBCS curriculum prescribes project work for various courses which promotes independent thinking and research aptitude amongst the students.
- The college also encourages peer teaching to enhance participative learning and inculcate the habit of creation and transfer of knowledge.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

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

**Response: 6**

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

2021-22	2020-21	2019-20	2018-19	2017-18
1	0	1	2	2

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

## **3.3 Research Publications and Awards**

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

**Response: 0.8**

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

2021-22	2020-21	2019-20	2018-19	2017-18
16	05	05	05	04

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

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

**Response:** 0.59

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

2021-22	2020-21	2019-20	2018-19	2017-18
12	3	5	5	1

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

## 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 last five years.**

**Response:**

The importance of community service is impressed upon the students of the College as it is the mission of the College to impart holistic education creating socially aware responsible citizens who can contribute substantially to the well-being of society.

- The institution has several Committees like the NSS and Cultural Committee which involve the students in their varied social activities.
- Every year the NSS of the college along with the Students' Union arranges a Voluntary Blood Donation camp in which not only our students and teachers but also people of the locality

participate enthusiastically.

- The NSS conducts various awareness camps throughout the year. These camps spread awareness regarding issues such as Aids, Thalassaemia awareness and screening programme, cancer awareness, eye check up camp, free health camp, mental health awareness programme, dengue awareness programme, traffic awareness among the people of the neighbouring area. These camps are also held in the nearby schools.
- The NSS undertakes cleaning programmes under the “Swachh Bharat” programme. The students of our college enthusiastically participate in cleaning missions in the college campus or nearby areas. Also these cleaning missions are conducted in the nearby school campuses.
- The NSS unit of the College conducts an Annual Camp every year. During this Camp, the students perform a socio-economic survey in the locality to collect some important data that reflects the socio-economic structure of the neighbouring community. During this survey, students directly interact with the people of the locality to make them aware regarding various hygiene and social issues.
- Celebration of important occasions like Republic Day, Independence Day, Netaji Birthday, Vernacular day, Teachers’ Day is held to ensure the promotion of the augmented citizenship role. Students are also actively involved in the cultural programmes held during the Annual Freshers’ Welcome ceremony, Rabindra Jayanti, International Vernacular Day etc.
- The NSS unit of the college conducts a Cultural Competition for the children of local slum area. In this event, the children of the locality enthusiastically participate and show their talent in different cultural activities.
- Under the supervision of their teachers, our students put up posters for general awareness about the environment and as a whole keep the College clean and green. The College thus inculcates the ideal of good citizenship in the minds of the students ensuring their active involvement in different aspects of the society.
- The College conducted a Cultural competition for school students of the locality in which more than 100 students of almost 20 schools of the locality participated enthusiastically. The successful participants are awarded in a prize distribution ceremony.
- The NSS volunteers carried out immense relief work in the locality in the wake of the destruction caused by the cyclone “Amphan”. The college building offered shelter to the people of the neighbourhood whose homes were ravaged by the cyclone. The NSS units arranged for food, medicine, clothes and other essentials for the Amphan refugees.
- Green society works towards promoting the ethos of preservation and protection of our environment and to instill a feeling of responsibility for a better, greener, and cleaner environment through initiatives like plantation drives, competitions (online and Offline), and sale of plastic alternatives, talks by eminent speakers, excursions, screening of documentaries

and campaigns on social media, etc.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

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

#### Response:

- The NSS unit of the college has received awards and recognitions. The NSS award for the best programme officer and the best volunteer have been received by the NSS programme officers and the volunteers of our college.
- Dr. Malay Das was awarded “Active NSS Programme Officer” award by the West Bengal State University in 2017-18
- The “Best Volunteer” Award was received by Mousumi Bhadra in the year 2021-22 by the West Bengal State University.
- The “Ambedkar Social Service Award” was presented to our Programme Office Late Smt. Jhumur Bhunia in the year 2019.
- The award for the best programme officer was awarded to our Programme Office Late Smt. Jhumur Bhunia in the year 2020-21 by the West Bengal State University.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

### 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 organised in collaboration with industry, community and NGOs)

during the last five years

Response: 52

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

2021-22	2020-21	2019-20	2018-19	2017-18
5	4	13	15	15

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

### 3.5 Collaboration

**3.5.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.**

Response: 22

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

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

#### 4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

**Response:**

- The College continuously strives to create and provide suitable infrastructure to its students and staff. This College, after it was established in 1966, was situated near New Barrackpur station and shared a building with a girls' school. As classes for the school were held in the morning shift, classes for this College were held in the evening shift up to 2007. The College has traversed a long way since then. In 2007, the College started its classes in its own new building in the day shift.
- The college has wi-fi facility and a fairly adequate infrastructure to cater to the needs of the students, teachers and other staff members in order to provide an environment that is conducive to a holistic teaching and learning. The extension of the college building has recently been completed.
- Classrooms-The college has a total of 39 classrooms which includes 4 smart classrooms. All the classrooms have an adequate number of benches and tables. The smart classrooms are equipped with projectors, laptops, microphone and smart boards.
- Some of the rooms are dedicated for specific purposes such as Alumni Association Room, Sick Room, Guard Room, Store Room, Gymnasium, Canteen, Students' Union Room, Psychological Counselling Room, Teachers' Room, Office, Principal's Room, IQAC Room, Accounts Room and Girls' Common Room.
- Laboratories-The college has a computer laboratory with 12 and a geography laboratory with 1 computer.
- ICT facilities- The college has a total of 41 Computers. There is a modern computer laboratory with twelve computers. The library, teachers' room, staff room, geography laboratory, IQAC Room and the Principal's room are also equipped with computers to ensure the smooth functioning of both the academic and administrative activities of the college. ICT enabled teaching has been introduced through the use of laptops, smart classrooms, digital boards, projectors, printers, scanners, web cameras, licensed software and video conferencing facilities. Advanced data storage and transfer has been possible in the college due to computerization of the administrative works and connecting all the computers through LAN. The college library is enriched with e-resources such as e journals, NLIST, Shodhganga and Shodhsindhu. Apart from these the college has its own website and the entire campus is under CCTV surveillance to enhance the overall security.
- Cultural Activities-The college has a modern auditorium where the various cultural activities are organized.

- **Gymnasium**-The college has a modern well-equipped gymnasium. The gymnasium is equipped with facilities such as sports xplode trainer, manual roller treadmill, exercise cycle, weight lifting set consisting of a flat bench, weight lifting plates and dumbbell.
- **Indoor and Outdoor Games**-The college has facilities for both outdoor and indoor games as well as a fully equipped modern state of the art multi gymnasium. Although the college does not have a playground of its own, it has entered into a MoU with the local municipality and has got the permission to use one of the nearby playgrounds for sports activities. Facilities for indoor games like chess, carrom and table-tennis are available for the students in the girls' and boys' common room of the college. Outdoor games like cricket, football, athletics, shot-put, are held in which the students take an active part.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

**Response:** 83.55

##### 4.1.2.1 Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
58.03	82.34	84.16	88.01	81.67

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

## 4.2 Library as a Learning Resource

**4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library**

**Response:**

**Koha, the name comes from a M?ori term for a gift or donation. It is an open-source integrated**



library management system (ILMS) used by libraries around the world to manage their collections, circulation, and patrons. It is developed and maintained by a global community of volunteers and is released under the GNU General Public License. Koha offers a range of features to support the management and organization of library collections, including acquisitions, cataloging, circulation, and patron management. It also includes a range of user-facing features, such as a web-based catalog, a self-checkout module, and support for mobile devices.

In NBPCM we have been using Koha from 2012 in local server. From 2018 onwards it was shifted to cloud platform which is hosted by L2C2 technologies. We are currently using Koha to upload the metadata of our collection. From the next session onwards we are planning to implement barcode and RFID technology.

- Name of ILMS Software-Koha
- Nature of automation-Partially
- Version-17.11.13
- Year of automation-2012-till date

In housekeeping operations, we are currently using only the following sections-

- Cataloguing
- Web-Opac

Web-Opac link-

<https://nbpcm-opac.l2c2.co.in/cgi-bin/koha/opac-search.pl>

We have a dedicated website of Central Library where we provide up-to-date information to our faculties and students. The website can be accessed from the following-

<https://nbpcmorg.wixsite.com/library>

Amount spent on purchase of books and journals is as follows:

**Year Amount**

**2017-18 8303**

**2018-19 NIL**

**2019-20 NIL**

**2020-21 3640**

**2020-21 4154**

The library has a paid subscription of the N-LIST services that is accessed by the faculties as well as the students. Every year the library organizes a students' orientation programme for newly admitted students so that they become familiar with the process of borrowing books, issue of library cards, rules and regulations. The library remains in constant touch with the academic departments and teachers.

A register is maintained in the library to record the per day use of the library by the students and the teachers. A home issue register is also maintained to keep a record of the books that are issued to the students and faculty for home reading.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 4.3 IT Infrastructure

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

**Response:**

Naba Barrackpore Prafulla Chandra Mahavidyalaya has adequate ICT facilities that are frequently updated.

1. There are 31 Desktops in the college and 10 Laptops for teachers and office staff, which are updated as and when required.
2. Seminar rooms have been upgraded and virtual class set up in a room.
3. The college has a Wi-Fi enabled campus with 4 access points introduced with 100 MBPS bandwidth.
4. The library uses KOHA software which has been upgraded to cloud version.
5. The Department of Geography uses software: Q-GIS 3.28; JAVA SDK, DEV C++, UNIX (UBUNTU), WAMPP, XAMPP, Python SDK, MYSQL in Computer Science department
6. The College has Learning Management System, which has features of uploading videos, e-books, university questions, PowerPoint presentations, notices, and recording results of students.
7. Complete online admission has been introduced from 2015
8. Online feedback is obtained from stakeholders and is revised time-to-time.

**9. Office software like Tally ERP is used for convenient and speedy work.**

**10. The college website is maintained and upgraded regularly under an annual maintenance contract. It has different portals with latest updates.**

The college has a fully wi-fi enabled campus with high speed internet which can be accessed free of cost. There is a modern computer laboratory with twelve computers. Students have access to twenty eight computers for academic purposes. The library, teachers' room, staff room and the Principal's room are also equipped with computers to ensure the smooth functioning of both the academic and administrative activities of the college. ICT enabled teaching has been introduced through the use of laptops, smart classrooms, digital boards, projectors, printers, scanners, web cameras, licensed software and video conferencing facilities. Advanced data storage and transfer has been possible in the college due to computerization of the administrative works and connecting all the computers through LAN. The college library is enriched with e-resources such as e journals, NLIST, Shodhganga and Shodhsindhu. Apart from these the college has its own website and the entire campus is under CCTV surveillance to enhance the overall security.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

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

**Response:** 14.79

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

**Response:** 28

File Description	Document
Upload supporting document	<a href="#">View Document</a>

## **4.4 Maintenance of Campus Infrastructure**

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

**Response:** 13.04

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

2021-22	2020-21	2019-20	2018-19	2017-18
12.25	4.39	11.68	11.62	21.60

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

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

**Response:** 73.66

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

2021-22	2020-21	2019-20	2018-19	2017-18
405	399	250	246	160

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

#### 5.1.2 Capacity building and skills enhancement initiatives taken by the institution include the following

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

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

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

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

**Response:** 57.16

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

2021-22	2020-21	2019-20	2018-19	2017-18
352	347	368	66	0

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

#### 5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

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

**Response:** B. Any 3 of the above

File Description	Document
Upload supporting document	<a href="#">View Document</a>

## 5.2 Student Progression

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

**Response:** 14.25

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

2021-22	2020-21	2019-20	2018-19	2017-18
18	24	11	3	4

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

2021-22	2020-21	2019-20	2018-19	2017-18
87	118	69	79	68

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

### 5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

**Response:** 100

#### 5.2.2.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	1	1	1	0

#### 5.2.2.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	1	1	1	0

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

## 5.3 Student Participation and Activities

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

**Response:** 0

#### 5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at

*national/international level (award for a team event should be counted as one) year wise during the last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

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

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

**Response:** 36.4

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

2021-22	2020-21	2019-20	2018-19	2017-18
44	24	41	39	34

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

## 5.4 Alumni Engagement

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

**Response:**

The flourishing of a person as well as an institute depends on its overall development. Naba Barrackpur Prafulla Chandra Mahavidyalaya, near Bisharpara Kotalia Railway Station, North 24 Parganas, Kolkata-700131, is an educational institution whose upliftment rests not only on the present students but certainly on the students who have passed out. This is because of their heartiest financial and physical supports which sprouts from a strong emotional bonding of brother or sisterhood with the college.



Alumni Association of Naba Barrackpur Prafulla Chandra Mahavidyalaya is a registered association (**West Bengal ACT, XXVI of 1961, Reg No – S0028613**) . In the fields of infrastructural developments, purchasing different equipment, the members take immense initiative. They also take care to increase the enrolment of the students. In case of publishing of college magazines, social events etc., these members participate enthusiastically. Even during the days of cultural activities, their jovial presence deserves special mention.

Besides, the members of this association play vital role at times of emergencies. If there occurs any kind of misunderstanding among the current students, they often take guardianship to advise and settle the matters of conflicts. Thus, they help in maintaining peace in the college premise also. In the times of pandemic and “amphan” these members took active role so that this college could play significant role in helping people in the locality as well as provide shelter to the victims affected by “amphan”. In short, the members of alumni association always extend their helping hands towards the overall development of the college.

Furthermore, the members maintain a regular contact with the college. This shows their bonding with the college. Often they provide progressive ideas, centering on the enrichment and enhancement of the college. Even, in order to raise funds for the college they visit the local councillor, municipality office and other sources.

Thus, it is patent as daylight that in spite of leaving the college officially or technically, as it is apparently observed, these members could never bid adieu to their college from their hearts, and it is therefore, because of their care, along with other helps and factors, Naba Barrackpur Prafulla Chandra Mahavidyalaya is moving forward.

**Vision:** Aims to create a beneficial bond between present students and alumni.

**Mission:**

- 1) To promote exchange of academic and other experiences with the present students.
- 2) To advice and conduct activities motivating skill of the students.
- 3) To provide career guidance to present students by notable alumni.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

**6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance**

**Response:**

#### **Vision and Mission of the College**

- **The Vision of the College is to make available affordable higher education to the socially and economically deprived sections of society who are mostly the first generation learners.**
- **The Mission of the College is to provide its students holistic guidance in the field of academics, career opportunities and extracurricular activities so that they grow to their full potential. Since most of our students are first generation learners and belong to the economically unprivileged section of the population, our mission is to train and guide them towards the path of a prosperous career and financial independence. The College aspires to reach greater academic heights in the near future. To achieve this, the governance system of the college follows some strategies:**

#### **Governance of the College**

- **The Governing Body supervises the general functioning of the College as stated in Statutes, Rules and Ordinances of UGC, West Bengal State University and Higher Education Department, Govt. of West Bengal.**
- **The Governing Body consists of the Principal, teachers' representatives, non-teaching staff representatives, members nominated by the Government of West Bengal, members nominated by the affiliating University and students' representative. All the representatives from teachers, students and non-teaching staff of the Governing Body are elected in a democratic process.**
- **The entire onus of academic and administrative monitoring of the institute is devolved upon several committees such as Academic Committee, Admission Committee, Finance Committee, Cultural Committee, Sports Committee, Student Support Committee, Digital Support Committee. Environment Awareness Committee and Examination Committee. Members of these committees are appointed from teachers, non-teaching staff and students.**
- **As the mission of the college is to guide and help the students to become financially independent in future, several workshops and training programmes are conducted for them. Compulsory computer training has been included in the curriculum of the college.**

## Policy of Decentralization

- The college practices the policies of decentralization and participative management. The assurance of a decentralized non-hierarchical and a genial approach of academic governance is realized through the accessible constitutions of the Governing Body, which guarantee participative management.
- The Governing Body delegates the entire onus of academic, financial and cultural activities to various committees that work under the supervision of the Principal.
- The college authority formulates common working procedures and entrusts the implementation through departments.
- The Heads of department manages the day to day activities of the department and keeps a track of co-curricular and extra-curricular activities in the College.
- Furthermore, the members of various Committees of the College like Finance Committee, Academic Committee, Examination Committee, Library Committee, Cultural Committee and Sports Committee are appointed by the Governing Body and operate under conveners selected by the Governing Body.
- Selection of the members of the different Committees is based on the individual quality of the members as well as active participative management.
- Participative management is also acquired through the principle of delegation and active participation of members of various Committees. The Teachers' Council, comprising all full-time, part-time and guest teachers, suggests the Principal on all academic matters.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

**6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc**

**Response:**

**The Organizational Structure of the College consists of the Governing body, the Principal, the**

teaching staff, the non-teaching staff and the students.

The Governing Body is the highest decision-making body that is in constant touch with the Principal and supervises the general functioning of the College as stated in Statutes, Rules and Ordinances of the West Bengal State University.

- The Governing Body consists of the Principal, teachers' representatives, non-teaching staff representatives, members nominated by the Government of West Bengal, members nominated by the affiliating University and students' representative (Ex-Officio, General Secretary of the Students, Union).
- All the representatives from teachers, students and non-teaching staff are elected in a democratic process. The academic functioning of the College is directed by the Academic Committee under the general supervision of the IQAC.
- The Governing Body meets at least thrice a year to discuss issues relating to finance, infrastructure, faculty recruitment and the matters related to the overall development of College.

The Principal is assisted by the IQAC, different committees, Teachers' Council, all the Departments, teachers and non-teaching staff.

Internal Quality Assurance Cell (IQAC) formulates and implements academic and administrative policies towards realization of the goals of quality enhancement and sustenance. The IQAC plays an important role for monitoring the internal quality of the institution. It also frames an Action Plan at the beginning of each academic session and continuously monitors the progress of the Action Plan.

The Academic Committee oversees and ensures implementation of the policies and plans set by the IQAC, through other various Committees of the College. It also constantly interacts with the departments to ensure academic accountability. The Academic Committee prepares a time table and distributes workload among teachers to ensure systematic delivery of curriculum design.

The Finance Committee looks after the financial matters of the college; the Purchase Committee monitors all decisions related to the purchase of various items; the Building committee oversees matters related to the construction activities of the college; the Examination Committee looks after all matters related to both the University and internal exams; the Admission Committee supervises matters related to online admission; the NSS committee conducts matters related to the functioning of the NSS Units of the college; the Sports and Tour Committee oversees the conduct of tours and sports; the Cultural Committee is in charge of the organization of various cultural activities and the celebration of special occasions.

The other committees - Building Committee, Examination Committee, Admission Committee, NSS Committee, Sports, Environment Awareness Committee, Digital Support Committee, Tour Committee, Cultural Committee ensure execution of the policies and plans of the College.

The Teachers' Council is a statutory body comprising all teachers and Principal of the college and holds regular meetings to discuss various matters. Since the college is under the jurisdiction of West Bengal State University and it is a state government aided higher education institution and as it is included under 2(f), 12 (b) of UGC, service rules and procedures are all framed as per University statute, Higher Education Department, Govt of West Bengal and UGC. The Career Advancement Scheme of teachers is processed by the IQAC under the supervision of the Governing Body.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

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

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

Response: A. All of the above

File Description	Document
Upload supporting document	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

**6.3.1 The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff**

Response:

The institution values its teaching and NTS members and always strives for their well-being. Teachers and NTS are entitled to the following welfare benefits.

Leave Rules

- 14 days of casual leave are provided to both teaching and non-teaching staff.
- 15 days of Earned Leave are enjoyed by the permanent teachers in substantive posts upto the

completion of 7 years of continuous service. Above 7 years of continuous service 30 days of earned leave are enjoyed by them..

- Duty leaves are provided to the teaching staff members to attend various Orientation/Refresher/Seminar/workshops/Training Programs as per the Government rules. Nonteaching staff is also given duty leave.
- Female teaching and non-teaching staff can avail a Maternity Leave of 180 days and “Child Care Leave” as per Government rules.
- Male teaching and non-teaching staff can avail Paternity Leave of 15 days.
- Faculty members are promoted for self development programs (Orientation Programmes, Refresher Courses, Short term courses) and higher education (M.Phil, Ph.D etc.)
- Leave given to teaching staff to participate and present papers and to the non-teaching staff for participation in Conference/ Seminars/ Workshops/ FDP,etc.

#### **Retirement Benefits**

- GPF (General Provident Fund) which allows Pension to employees after superannuation.
- Gratuity
- Encashment of Earned Leave

#### **Medical Benefits**

- Participation in West Bengal Health Scheme for Grant-in-College & University Teachers (started from February, 2019, is a premium based non-compulsory health insurance scheme which provides the medical benefits for the serving teachers (substantive) including librarians & graduate laboratory instructors of Government aided Colleges and serving teachers & officers of State aided.
- Participation in West Bengal Government Swastha Sathi Scheme for State-aided College teachers and NTS
- Group Savings Linked Insurance Scheme (GSLIS started from the year 1988 and the facility of GSLIS is also available for the teaching and non-teaching staff.
- Infirmary Facility at College

### **Loan and other financial facilities**

- **Eligible teaching and non-teaching staff members are entitled to draw the festival bonus on the basis of the Government Order every year..**
- **Both TS and NTS can avail quick zero interest loan facility from their respective Provident Fund.**

### **Support Facilities**

- **Purified drinking water**
- **sanitary napkin vending machines**
- **Lifts and ramp**
- **Canteen**
- **Fully equipped gym.**
- **Separate reading room for teachers and NTS.**
- **For recreational activities for physical and mental well-being of the teachers and NTS, Sports day, Teachers' Day, Annual Picnic are organized.**

### **Performance Appraisal System for teaching and non-teaching staff**

- **The institution follows the Performance Based Appraisal System (PBAS) for the faculty member as per the circular of the Higher Education Department and UGC.**
- **The IQAC ensures the proper and timely implementation of the PBAS system.**
- **The promotion of the teachers now is done entirely following the PBAS system in which after the completion of the requisite time period, the faculty member submits the filled-in prescribed proforma for CAS to the IQAC.**
- **The IQAC, after scrutinizing the proforma and subsequent documents along with it, recommends the promotion of that teacher. Then the CAS proforma is submitted to the Higher Education Department along with the forwarding letter from the Principal.**
- **The college has installed a Biometric system of attendance of teachers and NTS, also a daily**

**Register for classes allotted and taken by the teachers is maintained.**

File Description	Document
Upload Additional information	<a href="#">View Document</a>

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

**Response: 0**

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

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

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

**Response: 62.5**

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

2021-22	2020-21	2019-20	2018-19	2017-18
31	30	30	8	11

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



2021-22	2020-21	2019-20	2018-19	2017-18
10	10	11	11	10

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

## 6.4 Financial Management and Resource Mobilization

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

**Response:**

**Institutional Strategies for optimal utilization of resources:**

- The College gets financial assistance from the Government in the form of salary grants.
- The salary grants are spent on the staff members as per the norms of the Government and every year the assessment has been done by the Director and the Joint Director of Higher Education Office.
- Apart from the salary grants the Institution also gets the non-salary grants (Bonus) at a stipulated rate given by the Government. This grant is utilized according to the ceiling mentioned each and every item.
- Fees from students for regular and add-on courses are also another source of resources.
- The college has also received funds from MP LAD and MLA LAD.
- Mobile towers from a private telecom service provider have been installed on the roof of the College building in order to mobilize additional resources.
- Once the funds are mobilized from various sources the Finance Committee takes up the responsibility for utilization of the same. The annual budget is proposed and discussed in the Finance committee. The Committee also considers the proposals related to purchase and maintenance of books, furniture, equipment, building etc. sent by other committees. After discussion of these proposals in the meeting of the Finance committee, recommendations are sent to the Governing Body for the final approval. Once the GB approves the proposed expenditure, the responsibility is taken up by the Purchase Committee.

**This institution conducts external financial audit on a regular basis. Mechanism for Internal Audit and External Audit is as follows.**

#### **Internal Accounts Checking System**

- **Internal accounts checking is a continuous process which ensures proper documentation of each and every financial transaction on a regular basis. The college itself carries out the initial stage of internal audit.**
- **The regular income-expenditure is closely monitored by the administrative staff and Bursar. This is again scrutinized by the Finance Committee and the Principal for clarity, authenticity, transparency and financial accuracy.**
- **The College does not have an Accountant right now since the previous Accountant retired. The Income/Expenditure is closely monitored by the Bursar, the Principal and Finance Committee. The Institution is going through an acute financial crunch, so it follows the strategy of restraint as far as the expenditure is concerned.**
- **For any purchase, proper procedure for purchases is adopted. The Institution has formed a Purchase Committee for the purpose. For a small amount of purchase, Quotations are called for and prices are compared. For large purchases, e-tenders are called for and proper procedure is followed.**
- **For the grants received from various government and non-government sources, utilization certificates are prepared according to the allowed expenditure under various heads.**

#### **External Audit:**

- **The bills and vouchers of the revenue expenditure are checked. The vouchers and proper record with the concerned Department of the capital expenditure is also checked and verified.**
- **For external audit, books of accounts are prepared under the supervision of the Finance Committee and the Bursar.**
- **The book of accounts so prepared are audited by statutory auditors (appointed by the state government).**
- **The Utilisation Grant Certificates are also audited by the external auditor.**
- **The statutory auditors thereafter prepare and submit an audit report with audit observations.**
- **The Governing Body takes the said report into consideration and the same is then**

communicated to the Government of West Bengal.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

**6.5.1 Internal Quality Assurance Cell (IQAC)** has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

### Response:

The primary concern of the IQAC has been implementation of a proper strategy to provide quality and affordable education to the students, even during the unusual situation like the pandemic. The IQAC plays a pivotal role in enhancing the quality of the academic and co-curricular endeavours of the College in keeping with its vision and mission.

**IQAC achieves this through the following practices,**

- The college Learning Management System (LMS) was introduced by the IQAC to provide and track learning resources to students. It enables communication of academic plans, lecture notes, video lessons etc.
- During the pandemic, the IQAC ensured through the Academic Committee that regular classes are not hampered and online live classes were conducted through google -meet and zoom.
- Students are in constant touch with the college and the academic body through the Mentor-mentee system which is very much active and effective in the college.
- The college has subscribed G-suite for online classes, which had been extremely effective in continuing teaching-learning during the pandemic.
- IQAC has taken initiatives to set up smart classrooms with projectors and to ensure that teachers use ICT tools of teaching whenever necessary and applicable.

- Add-on courses are regularly organized by various departments under the supervision of the IQAC.
- The Internal and external examinations are conducted as per the WBSU norms. During the pandemic, an online evaluation process was developed through which Online examinations were taken for internal as well as University examinations. Students can download question papers uploaded by the University and college teachers, write the answers and upload the scripts either through emails or through Google form. The teachers check the scripts online and evaluation is made.
- IQAC organizes workshops to train teachers, librarians and non-teaching staff in developing their skills in classroom pedagogy and contemporary online library facilities like NLIST.
- The IQAC has developed a mechanism of collecting feedback from stakeholders like students, parents, staff and alumni to facilitate teaching-learning reforms. This helps in obtaining an unbiased and honest opinion about institutional performance especially in academics.
- The IQAC organized seminars and workshops for students and encouraged the students to prepare their project presentations using power-point slides in addition to completion of their assignments and class tests.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

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

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
- 2.Collaborative quality initiatives with other institution(s)/ membership of international networks
- 3.Participation in NIRF
- 4.any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc

**Response:** B. Any 3 of the above

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



## Criterion 7 - 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 and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years**

**Response:**

The college undertakes various programmes for the promotion of gender equity. Workshops and seminars are conducted for promoting gender equity.

- A workshop on "Gender Sensitisation for Adolescents and Adults" was organized by ICC and Department of Psychology where different aspects of gender and the gender identity related issues at the adolescent age were addressed.
- A seminar on "Women in India – Contexts and Versions" was organized by NSS and ICC of the college to address issues related to gender discrimination in health, employment and other relevant issues.
- A seminar on "Save the Girl child" was organized to sensitize the students regarding gender discrimination in our society. Special emphasis of the programme was on female foeticide.
- The college also undertakes various initiatives to celebrate national and international commemorative days, events and festivals such as Republic Day, Independence Day, Netaji Birthday, International Vernacular Day, World Music Day, World Water Week, World Environment Day, Yoga Day, Doctor's Day, Baishe Shrabon and Rabindra Jayanti.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

**7.1.2 The Institution has facilities and initiatives for**

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

**Response:** B. 3 of the above

File Description	Document
Upload supporting document	<a href="#">View Document</a>

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

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

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

File Description	Document
Upload supporting document	<a href="#">View Document</a>

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

**Response:**

The college strives towards the cultivation of harmony and tolerance towards cultural, regional, linguistic, communal and socioeconomic values through the conduction of various programmes and celebration of different events and occasions.

- Harmony towards cultural values

As part of the effort to inculcate harmony towards the cultural values, the college celebrates the birth and death anniversary of the Bard of Bengal, Rabindranath Tagore, popularly known as

**“Rabindra Jayanti” and “Baishe Shravan”. The celebration of these two events strengthens the feeling of harmony towards the cultural values.**

- **Harmony towards regional values**

**As part of the effort to inculcate harmony towards regional values, the college celebrates “Basanta Utsav” to highlight the message of peace and brotherhood which is inherent in the festivals of the spring season.**

- **Harmony towards linguistic values**

**The college celebrates “International Vernacular Language Day” every year to emphasize the importance of the vernacular language and to instill a sense of respect towards linguistic values among the students. Besides this, classes are also conducted in bilingual mode to emphasize the importance of language and linguistic values.**

- **Harmony towards communal and socio economic values**

**As part of the effort to inculcate communal values, the college celebrates “Rashtriya Ekta Diwas” to mark the birth anniversary of Sardar Ballabh Bhai Patel and also to spread the message of communal peace and harmony.**

**The college had also conducted a socio-economic survey amongst the people of the surrounding locality to understand their specific needs and problems which helped to nurture a sensitivity towards socio economic values amongst the students.**

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



A webinar was organized on "Indian Constitution: Prospects and Challenges" as part of the effort to sensitize the students and the staff towards constitutional obligations. A traffic awareness campaign was organized to sensitize the students and the locality about the responsibilities of citizens.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

## 7.2 Best Practices

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

**Response:**

### **BEST PRACTICE I – “CONNECTING OUR LEARNERS”**

#### **1. Title of the Practice**

“Connecting our Learners”

#### **1. Objectives of the Practice**

The objective of the practice is to develop a collaborative educational practice in the locality where all the educational institutions, families and other stakeholders work together and support each other to achieve the goal of holistic education for the children of the locality. When the schools, colleges and other community groups of a locality band together to support learning through actions and connections, young people achieve more in schools, stay longer in schools, larger number of them go to higher education, better prepared for the job market and moreover they grow up to be responsible citizens of the country.

#### **1. The Practice**

- 1.A seminar was organized on “Role of a Higher Educational Institute in the socio-economic development of the Locality”. All the Heads of the institutions of the schools and colleges were invited and they actively participated in the seminar.
- 2.Before the implementation of the CBCS system, a convention was arranged in the college where Head Masters and Head Mistresses of the schools were invited. The features of the new system CBCS was explained to them in simplified manner.
- 3.The college participated in the local bookfairs and flower shows etc. where our students organized

exhibitions and help desks.

4. Every year, the college organizes inter-school cultural competition for the students of the neighbouring locality. The young learners of the schools enthusiastically participate in cultural events like dance, drama, recitation, debate etc. This event has been conducted through online mode during the pandemic. This inter-school cultural competition has not only helped the college to get the attention from the local students, but also prepared a forum for the local learners and educators of all levels where they can exchange their views and communicate to each other to resolve the issues they face locally.
5. An institution of Higher Education cannot deny its responsibility towards the society or the community, particularly of the locality in which it is situated. The College is located in an area which is economically underprivileged and there are some slums where the poor children do not get the opportunity to cultivate and express their talents. The NSS unit of the College organizes cultural competition for the children from poor and underprivileged section of the locality. The NSS volunteers visit the slum areas adjacent to the College and run a campaign for the cultural competition, talk to the parents and escort the children to the College. The volunteers and the teachers cooperate to organize the programme successfully and the teachers are assigned the duty of judging the events.
6. Students of the local schools are invited to participate in several college programmes like gender sensitization programmes or mental health awareness programmes.
7. A Memorandum of Understanding (MOU) has been signed with the local administrative body – New Barrackpore Municipality to involve the local administration in the process and strengthen the goal of achieving a community-based education model.
8. Memorandum of Understandings (MOU) have also been signed with colleges of the neighbourhood area.

## **BEST PRACTICE II – “LEARNING BEYOND THE CLASSROOM”**

### **Title of the Practice**

“Learning beyond the Classroom”

### **Objectives of the Practice**

The objective of “Learning beyond the Classroom” practice is to make academic learning interesting, to extend the boundaries of learning beyond the classroom and to encourage participative and experiential learning among the students. The practice aims to facilitate independent thinking, creative writing, research aptitude and to encourage peer learning and team spirit through group activities. The greater purpose of this practice is to make academic learning shift from theory to “praxis” and to promote an interdisciplinary approach to learning. All of the above objectives are in tandem with the Choice Based Credit System (CBCS) which got introduced in 2018.

### **The Practice**

The college encourages participative and experiential learning among the students by conducting “Learning beyond the Classroom” activities. A wide range of programmes and activities are organized where each and every student can participate and get an opportunity to explore the wider horizons of knowledge which lie beyond the confines of the classroom.

1. An interdisciplinary students’ seminar is organized every year where students from all departments deliver power point presentations on topics of common interest. The presentations are judged by external experts who are invited as judges. A question answer session is conducted at the end of each presentation where the paper presenters have to answer questions asked by the judges and the members of the audience. These presentations hone the research aptitude, interdisciplinary approach and independent thinking of the students. All students who present their papers are given participation certificates and prizes are awarded to the rank holders. This helps in building a healthy competitive spirit among the students.
2. A story-writing competition is held where the students are divided into groups of two and are given a topic on which they have to write a story. This promotes the skill of creative writing, thinking and team spirit among the students. They are encouraged to extend the boundaries of their thought and imagination beyond the confines of their academic curriculum. The students have to read their self-written stories at the end of the contest and the best ones are awarded prizes by the judges.
3. The college has a movie club named “NBPCM Cine Club” which arranges for regular movie-screening sessions for the students where they are shown different kinds of movies, documentaries etc. that are relevant to their syllabus so that they can gain an audio-visual experience which goes a long way in enhancing their understanding of the curriculum. Cinema also helps the students in acquiring an understanding of the interdisciplinary approach whereby the medium of the text gets translated into the medium of the cinema.
4. The college also organizes regular visits to the bookfair where the college faculty accompany the students to help them get a real-life experience of the way books gets written, printed, published and sold. . These visits are indeed an extension of learning beyond the classroom.

File Description	Document
Best practices as hosted on the Institutional website	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

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

**Response:**

**The distinctiveness of the college lies in its prioritization of student-teacher bonding which goes hand in hand with its motto of imparting holistic education to the students. Naba Barrackpur Prafulla**

Chandra Mahavidyalaya believes not only in imparting pedagogic learning but also in inculcating value education through the cultivation of human values such as prem, satya, ahimsa, shanti all of which are also the hallmarks of the New Education Policy. The college firmly believes in the theory that students are the decision makers of the future and a student with a strong mind and a soft heart can truly contribute towards the betterment of the community and the nation.

Since our college is located in an economically backward region, most of our students are first generation learners. They seek admission in our college with high hopes and aspirations. Hence, it is needless to say that imparting education to the students and following the curriculum is not the only duty of the teachers. Teachers play the role of mentors, guides and co-sympathizers which goes a long way in creating a very strong student-teacher bonding.

**Student Centric and Participative Learning**-Special emphasis is given on student-centric and participative learning methods so that the students take an active role in the learning process and do not merely remain passive learners. Various activities are undertaken to promote participative learning among the students such as movie-screening, interdisciplinary students' seminar, peer teaching, story-writing competition, visit to the book fair etc. This leads to an increased interaction between the students and the teachers which further fosters the student-teacher bonding. A friendly bonding is developed between the teacher and the students to make the students feel free and at home.

**Mentor–Mentee System**-The college has an active “Mentor–Mentee” system which facilitates a greater intimacy between the students and the teachers. In this system all the students are equally grouped in numbers under the guidance of the faculty, who treat them according to their necessities. The students feel free to approach their mentors regarding all kinds of problems that they face both in the college and outside and the mentors help them overcome those problems through proper guidance, support and counselling. Mentor-Mentee meetings are held at regular intervals to keep track of the grievances of the mentees and to resolve them. Besides this, Whats App groups have also been formed with the mentees to remain in constant touch with them. This system ensures that the mentors know each of their mentees personally.

**Student Concession**-The college takes special care of the needy students so that they might have bright prospects. A Teacher's Fund has been created to provide financial assistance to these students. The COVID-19 pandemic has been particularly hard for the economically underprivileged section of the society and keeping in mind the financial hardships of our students, the college has undertaken a “COVID-19 Scheme” to offer concessions to those students who have not received any other scholarship. These steps taken by the college have helped in strengthening the student-teacher bonding.

**Parent-Teacher Meeting**-The college strongly believes that the student's progress depends on the care of their parents also. Thus the parent-teacher meetings are held at regular intervals so that the parents remain informed about the progress of their wards. This helps in building a very healthy and cordial relationship between the teachers and the extended family of the students.

**Special Care for Slow Learners**-The college pays special attention to the needs of the slow learners and the physically challenged students. Special classes are held for the benefit of the slow learners. The teachers are available even outside of class hours to help students with their doubts.

**Students Whats app group-**Students Whats app groups were created during the pandemic to remain in touch with the students and to share study material with them. This helped in taking the student-teacher bonding one step further.

**Psychological Counselling Cell-**Another very important aspect of the student-teacher bonding is the psychological counseling that is offered through the Psychological Counselling Cell of the college. The college has signed a MOU with an NGO named “Habra Taranga” to provide psychological counselling to the students, to conduct workshops on mental health etc. The college has also conducted various programmes and add-on courses in this regard.

**Student Welfare Committee-**The college has an active Student Welfare Committee to take care of students’ needs. This committee conducts various programmes to make students aware of the welfare schemes and government scholarships that are available for them such as Kanyashree, Swami Vivekananda Scholarship, Student Credit Card Scheme etc. The students are encouraged to avail these schemes and both the teachers and the non-teaching staff help them in this regard. The establishment of the Student Welfare Committee has played a crucial role in laying the foundation of a strong student-teacher relationship.

**Cultural Programmes-**Various cultural programmes such as Teacher’s Day, “Basanto Utsav”, “Bhasha Divas”, “Baishe Shrabon” etc are organized in the college which provides an opportunity for a close interaction between the students and the teachers. The students and the teachers jointly participate in these programmes which lends a special warmth to these programmes.

Though it is true that the college has still to go a long way in terms of student enrollment, the silver lining is that the student-teacher ratio is very good which is a very good figure and which facilitates the creation and cultivation of a strong student-teacher bonding.

File Description	Document
Appropriate web in the Institutional website	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

## 5. CONCLUSION

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### **Additional Information :**

The college was established in the year 1966 as Acharya Prafulla Chandra College of Commerce and was an evening college offering only commerce programmes. It was located near New Barrackpur Railway station. The college was shifted to its current location in the year 2007 and was renamed as Naba Barrackpur Prafulla Chandra Mahavidyalaya in the year 2005. The college celebrate its golden jubilee in the year 2016.

### **Concluding Remarks :**

Naba Barrackpur Prafulla Chandra Mahavidyalaya, inspite of all its limitations, has traversed a long way in terms of infrastructure but owing to poor student enrolment, the faculty as well as the students are suffering a decline in morale. Since despite being established in the year 1966, the college is yet to receive NAAC accreditation, a lot depends on the accreditation process, the preparation for which is under progress. The college primarily suffers from poor student enrolment as mentioned earlier and shortage of funds. The primary focus of the college currently is to receive NAAC accreditation so that it can overcome its shortcomings and improve both student enrollment and the financial scenario.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																																												
1.2.1	<b>Number of Add on /Certificate/Value added programs offered during the last five years</b>  Answer before DVV Verification : 26 Answer After DVV Verification :25																																												
2.6.2	<b>Pass percentage of Students during last five years</b>  2.6.2.1. <b>Number of final year students who passed the university examination year wise during the last five years</b> Answer before DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>93</td><td>117</td><td>38</td><td>10</td><td>45</td></tr></table> Answer After DVV Verification : <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>98</td><td>133</td><td>79</td><td>27</td><td>51</td></tr></table> 2.6.2.2. <b>Number of final year students who appeared for the university examination year-wise during the last five years</b> Answer before DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>93</td><td>117</td><td>72</td><td>27</td><td>63</td></tr></table> Answer After DVV Verification : <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>99</td><td>135</td><td>85</td><td>45</td><td>86</td></tr></table>  Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.					2021-22	2020-21	2019-20	2018-19	2017-18	93	117	38	10	45	2021-22	2020-21	2019-20	2018-19	2017-18	98	133	79	27	51	2021-22	2020-21	2019-20	2018-19	2017-18	93	117	72	27	63	2021-22	2020-21	2019-20	2018-19	2017-18	99	135	85	45	86
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99	135	85	45	86																																									
3.3.1	<b><i>Number of research papers published per teacher in the Journals notified on UGC care list during the last five years</i></b>  3.3.1.1. <b>Number of research papers in the Journals notified on UGC CARE list year wise during the last five years</b> Answer before DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>34</td><td>11</td><td>10</td><td>11</td><td>08</td></tr></table>					2021-22	2020-21	2019-20	2018-19	2017-18	34	11	10	11	08																														
2021-22	2020-21	2019-20	2018-19	2017-18																																									
34	11	10	11	08																																									

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
16	05	05	05	04

Remark : As HEI has provided data academic year wise which should not be considered so we have taken 50% of the provided value.so DVV input is recommended accordingly.

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
26	3	6	5	1

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
12	3	5	5	1

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

**3.5.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.**

Answer before DVV Verification :

Answer After DVV Verification :22

Remark : As per the supporting documents, DVV input is recommended.

**4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)**

**4.1.2.1. Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
58.48	83.44	85.28	88.73	82.17

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18



58.03	82.34	84.16	88.01	81.67
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Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
11.80	3.30	10.61	10.90	21.28

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
12.25	4.39	11.68	11.62	21.60

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

**5.1.1 Percentage of students benefitted by scholarships and freeships provided by the Government and Non-Government agencies during last five years**

**5.1.1.1. Number of students benefitted by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
414	399	238	218	137

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
405	399	250	246	160

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

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

**5.1.3.1. Number of students benefitted by guidance for competitive examinations and career**

**counselling offered by the institution year wise during last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
414	399	420	66	0

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
352	347	368	66	0

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

5.1.4 **The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

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

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. Any 3 of the above

Remark : As per supporting documents, DVV input is recommended.

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
18	24	11	3	4

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
18	24	11	3	4

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
93	117	72	27	63

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
87	118	69	79	68

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
36	31	30	8	21

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
31	30	30	8	11

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
10	10	11	11	10

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
10	10	11	11	10

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

**7.1.2 The Institution has facilities and initiatives for**

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

Answer before DVV Verification : A. 4 or All of the above  
 Answer After DVV Verification: B. 3 of the above  
 Remark : As per the supporting documents, DVV input is recommended.

## 2.Extended Profile Deviations

ID	Extended Questions
1.1	<b>Number of teaching staff / full time teachers during the last five years (Without repeat count):</b> Answer before DVV Verification : 34 Answer after DVV Verification : 44