



# **SELF STUDY REPORT**

**FOR**

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

**BALURGHAT COLLEGE**

BALURGHAT COLLEGE, P.O. BALURGHAT, DISTRICT DAKSHIN DINAJPUR  
733101

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

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**December 2019**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Balurghat College, established in 1948, is a provider of Bachelor and P.G. level education. The college is fully responsive to the local needs and ensure its contribution not only college level education but to the social and economic development of the region. The college has established itself over the years as one of the leading colleges of the university. At present there are 16 undergraduates Honours programs, 3 Post graduates programs. More over 20 general subjects are offered to the students for opting any 3 subjects for pursuing degree program in general course in all 3 important streams: Arts, Science and Commerce. During the current session 2019-20 there are approximately 5500 students enrolled in different programs.

The teaching learning process is enriched and made productive by reach experience of teachers and availability of up to date resources to students. As an affiliated college, the college follows the university norms of Semester-end examination and evaluation as well as for internal assessment/continuous evaluation but also enriches them for local adaptations as required by the efforts and participation by the teachers and students.

“Tell me and I forget. Teach me I remember. Involve me I learn.” The college always tries to be committed to these words as manifested in the classroom by way of adopting learner centric teaching method. The college takes every step to inculcate “classroom without walls” concept in the minds of its learners as learning happens on field based innovative research projects, adopting villages such as Malancha in Balurghat block, and educational trips. The experimental learning through the leadership development program, an initiative of the NSS in the college has helped students work towards the upliftment of locality in the vicinity.

The college promotes organization of seminars, lectures, workshops, sports activities, NSS, NCC and other co-curricular activities. The college and the faculty offer a holistic environment to the students and gives preference to their psychological/ academic needs. The host of distinguished alumni of the college speaks atleast partially the success story of the college in its effort to create quality human resources.

### Vision

1. The vision of the institution is to provide higher education to the rural and backward students at a low and affordable cost without compromising with the quality parameters of national education program.
2. To inculcate committedness and social responsibilities among the students.
3. To be recognized as excellent institution providing quality education keeping in view of changing global perspective.
4. To improve the lives of individuals through the transformation power of education and to build thriving communities through partnership for strengthening economic development.

### Mission

Balurghat College is committed to achieve excellence by imparting quality education through curricular and co-curricular activities to the students of all communities with special emphasis to those who are coming from rural parts, financially weak and socially backward. The mission of the college is driven to provide quality

educational opportunities that are responsive to the needs of our students and empower them to meet and transcend challenges in shaping the future of their career and the society.

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

### Institutional Strength

Starting the journey as a tiny college in the remote place of West Bengal and eventually become an institution to reckon with in the whole state undoubtedly proves the strength of the college over the years. However, the major areas of strength of the college can be identified as the followings.

- A multi-faculty college with under graduate courses in three basic Streams: Arts, Science and Commerce as well as post graduates programs in Bengali, Sanskrit and History.
- Driven by the vision statement of imparting higher education to all, the college, ensures admission of SC/ST/OBC, minority and girls in good number
- Good reputation in the society: The hard work of the faculty members, non-teaching staff and college governing body has made it possible to become one of the reputed colleges in the state.
- Duly qualified faculty and student-centered teaching method have made this college attractive to the learners to build up their future here.
- Active NSS unit: It enables the interested students to learn how to serve the society.
- Wide range of extension, co-curricular and extra-curricular activities.
- ICT facilities such as smart class, LCD projectors, Laptop, computers and access of easy internet facility.
- Active NCC unit inculcates the importance of discipline in life. Many cadets by proving their metal in NCC succeeded in getting entry into defence, paramilitary and police services.
- Student feedback mechanism for further improvement.
- Emphasis on gender equality and sensitivity: the college always sensitizes the learners for gender equality and never allows anyone to practice any gender discrimination in the campus.
- Eco-friendly premises.
- Unique possession of a museum for interpreting history through collected artifacts.
- Excellent work of women development cell of the college.
- Harmonious relationship among the members of governing body, faculty members, non-teaching staff, students and parents/ guardian.
- Existence of active alumni association which undertakes various programs to assist the college.

### Institutional Weakness

Despite our strength in entirely balanced academic experience to learner some issues remain as our weakness. In spite of being pretty old college in the region, the overall infrastructure facility of the college has not been enhanced in proportion to the increase in the number of enrollment of the students.

- Shortage of classrooms and serious limitation of space for other co-curricular activities.
- There is no separate building for library and is yet to fully automated.
- Serious lack in academic program on frontier subjects.
- Badly constrained due to lying in the semi urban set up.
- Limited flexibility and opportunity in the curricular design and development.

- Limited freedom for own resource mobilization.
- Inadequate research facility.
- Shortage of non-teaching employees.
- Loss of teaching hours due to university examination and other Government activities like election held in the college campus.

### **Institutional Opportunity**

The college perceives all weakness as opportunities for positive intervention. Issues are dealt in such manner which ensure progress in learning.

- College has the potentiality to become autonomous.
- Enough scope is left for job oriented courses.
- Post graduated courses in some science subjects, like Mathematics, Chemistry and Physics.
- To carry out more research projects.
- Research and extension activities in the field of local culture, natural resources and its utilization.
- To enhance teaching and learning ability of faculty and student through exchange program within the local area, i.e. the cluster college.
- To motivate for self-employment opportunities.
- Ample scope remains to develop collaborative action research with Govt., industries and N.G.Os.
- Different type of short-term value-added courses may be introduced along with the curriculum for skill development of the students.
- Short-term course on Museology by using the museum resources may be a good avenue to enhanced the competency for finding job in alternative sector.

### **Institutional Challenge**

The college believes that every opportunity is a challenge and every challenge is a opportunity in disguise. Hence it always tries to meet the identified challenges towards achieving the goal of quest for excellence to prove itself a center of learning in eminence. The major challenges confronted by the college are:

- More efforts needed for grooming of first-generation learners.
- Providing language lab. facility and development of language skill among learners.
- Providing resources for marginalized students.
- Keeping pace with the rapid changes in higher education.
- Ensuring job opportunities to the students after successfully completing a course.
- Improving the number of classrooms and making them ICT enabled.
- Meeting the shortage of non-teaching staff.
- Complete digitalization of library.
- Resource generation for upgradation of infrastructure.
- General courses are losing popularity.
- Bringing more and more under privileged students of the local area in the field of higher education.
- The college has already taken up the challenge of fully implementing e-governance in every aspect of administration and moving towards paperless administration.

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

Curriculum planning and effective implementation are one of significant and complex process to provide better chances for distributing various educational opportunities among students in an institute.

- Balurghat College offers a wide range of programs providing adequate academic flexibility with sixteen UG and three PG programs since last 5 years The curriculum of three PG courses (Bengali, History and Sanskrit) has been designed and implemented by the university and it is facilitated by autonomous power of this institution from 2017.
- Students of these institutions can learn from various teaching-learning methods including scientific models, group discussions, frequent class tests, educational tour, seminars which are adopted by faculty members and deliberated within the stipulated time in each academic year.
- This college offered three certificate courses to develop various skills among students during the academic year 2018-2019.
- The faculties of this college are also involved in various bodies of the home as well as other university such as BOS, Moderation, Syllabus enrichment committee *etc.* The percentage of teachers' participation in these various bodies are significant and the year wise percentage of teachers' participation during last five years (201-2019) are 27.58%, 28.12%, 15.56%, 35.29%, and 48.00% respectively.

### Academic Flexibility

- *Percentage of new Courses introduced by the total number of courses across all Programmes offered during last five years is 23.81%.*
- Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented during academic session 2018-2019 is 14.29%.
- The total number of students enrolled in a certificate diploma during the past session is about programs is 4.36%.
- The Percentage of students undertaking field projects or internships to total students during the last five academic sessions is about 37.85%

### Feedback System

Feedback is collected from students, teachers, and employers via online feedback system in college website. Feedback is analysed on regular basis, and analysis report is available on college website. College Governing body and IQAC takes necessary action based on the feedback analysis.

### Teaching-learning and Evaluation

Teaching Learning and evaluation process is the backbone of any institution. Balurghat College is committed to maintain quality and transparency in the teaching learning and evaluation process, which would ensure proper

attainment of programme and course outcome of courses taught in the college.

Admission procedure is transparent and for last 3 sessions, online admission is adopted at the Balurghat College. Though admission of students from other states and countries are low, average enrolment percentage is 58%. Balurghat College follows the reservation policy of Govt. of Westbengal. About 68% seats are filled in reserved category during admission process.

Currently 84% of the sanctioned full-time faculty posts are filled up, of which 41% of faculty members possess PhD degree. Full time teachers have on an average 10 years of teaching experience. Balurghat College concentrates on student centric teaching learning methods which involves activities like Youth Parliament, Annual Exhibition, District and State Quiz Competitions, Science Fair etc. Balurghat College teaching faculty also engages in innovative teaching learning methods using ICT tools. 77% of faculty members use ICT tools actively in their teaching method. Audio Visual contents using LCD projector in Smart Class room, use of e-books, e-journals through INFLIBNET, YouTube videos, online learning materials, are some glimpse of ICT tool usage in curriculum.

Continuous Internal Evaluation (CIE) is an integral part of teaching learning process at Balurghat College. All the departments conduct class tests at regular intervals, and provide assignments to the students, which help the students to progress towards attaining Programme Outcomes (PO) and Course Outcomes (CO). At least 75% attendance in classes is mandatory for the students for appearing in University examinations. A test examination is conducted at the college, which also serves as the selection examination for final examination conducted by University of Gour Banga at the end of academic session.

Grievances regarding examination process are also dealt with in timely manner. Academic calendar is prepared at the beginning of the academic session, and it is adhered to best of the ability of the institution. Students give feedback regarding teaching learning process and curricular aspects in college website.

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

Balurghat College has at present, 21 faculty members with doctoral degree, 11 members with M.Phil degree and 34 faculties with NET qualification. Many of the faculty members are actively involved in research. 16 faculty members are simultaneously carrying on their PhD work at different Universities, along with their teaching assignments. Four research projects sanctioned during the last five years by organizations like UGC, Department of Science and Technology, Govt. of W.B and N.B.H.M, D.A.E. Currently, three faculty members are running the project at present. Two Research Scholars are currently working towards their Ph.D degrees under the supervision of the faculties who have been sanctioned the projects. The college supports the research activities by encouraging the faculty members to participate in and organize different seminars and conferences. Number of total papers published by faculty members are 136 in last 5 years

The college library has become a member of UGC launched Information and library network which has enabled both the teachers and students to access e-books and e-journal.

Faculty members have participated in seminars held at international (63), national (90) and regional levels (45) either to present their work or as resource persons. 7 of these presentations have also been awarded in regional and state level. The college has also organized two national seminars, five regional and local seminars, talks by

eminent personalities where the students are also encouraged to attend. Awareness camps are organized on different relevant topics like career awareness, Aids, Vector Borne diseases, Thalassemia, importance of Plastic free campus in order to raise the consciousness of the students and staff regarding these important issues.

The NSS, NCC and Women Development Cell of the college are involved in various extension activities addressing health and hygiene, women empowerment and gender sensitization and green initiatives in which the students and staff participate enthusiastically. The college has adopted a village Malancha where different humanitarian activities like medical camp, distribution of medicines, thalassemia testing camp and installation of deep tube wells were conducted. Cadets of the NCC wing of the college have participated in the Republic Day Camp at New Delhi and Kolkata.

### **Infrastructure and Learning Resources**

The excellence of a college depends on how well the infrastructure and learning resources are managed and developed in a college. The college has 10.51 acres of campus area with an internal 2100 sq metre playground. College also has an external playground near Uttamasha, which has 10,000 square metre area, and is used for Annual Sports event of the college.

There are total 30 classrooms and 18 laboratories present in the college. Dept. of Computer Science and Dept. of Mathematics has separate computer laboratories. Dept. of Botany, Zoology, Chemistry and Physics has well equipped laboratories, and has instruments in lieu with the latest syllabus of University of Gour Banga. College has dedicated room (KB-5) for organising seminars, conferences and special lectures occur. College also has a dedicated smart classroom with overhead projector and Wi-Fi connection facility where faculty members regularly take classes using ICT tools. Faculty members also use personal projectors to take classes using audio-visual materials in various other classrooms of the college. Average budget allocation for infrastructure augmentation is about Rs 28 lakhs per year.

Balurghat College has a rich Central Library which houses more than 32000 books and several journals, with subscription in 10 journals. KOHA 18.11 software is recently installed which operates as library management system, enabling digital check-in and check-out of the books, and OPAC search engine of the books available in the library. Remote access to the e-resources in the library is provided via INFLIBNET. Library also has 270 rare books. The college also has a museum which has large collection of rare artefacts, statues, objects and manuscripts.

Balurghat College has two separate playgrounds, and facilities for sports and games like badminton, kho-kho, volleyball, football and cricket. Student's Union of the College organises annual sports every year. Students of Dept. of Physical Education also participate in various sporting events organised by District Sports Association. Balurghat College was host college for organising District level Inter College Sports in collaboration with Directorate of Public Instruction, Govt. of Westbengal, for three consecutive years from 2015-2017.

### **Student Support and Progression**

Balurghat College is committed towards excellence of the students through its activities on all aspects of college management and curriculum delivery. Balurghat College provides institutional scholarships like Half-tuition fee waiver, Full tuition fee waiver to the students. College also offers WestBengal State Govt. scholarship schemes like Kanyashree Prakalpa, Swami Vivekananda Merit Cum means Scholarships , and

private scholarship Sitaram Jindal scholarship, to the students.

College through various assessment mechanisms identify students that need additional classes for grasping curricular content. Various departments of College conducts remedial classes and personal counselling for students, where faculty members discuss problems related to academic curriculum with students, and provide solution for overcoming those challenges..

Balurghat College is situated in suburban area and one of the main challenge is to make the students aware about various facilities and opportunities of current academic and employment world. College constantly advertises about various competitive examinations such as JAM, admission exams of various Universities lik BHU, Delhi University, Jadavpur University, Civil Service Exams, Banking exams etc. Science and Arts faculty members constantly encourage students about appearing in competitive exams, and make them aware about the timing and syllabus of these exams. Progression to higher education degrees like M.A, M.Sc., M.Com, after graduation from Balurghat College is higher than the numbers from appearance in competitive exams. About 150 students per year from college advances to pursue Masters degree in various universities around the country. Students appear in exams like NET/ SLET/ GATE/ Civil Services/ State government examinations after passing out from the college.

Balurghat College has a specific grievance redressal cell, and students can also currently register their complain via college website or via an email address. 138 complains were registered in last academic session out of which 120 complains were addressed properly by the grievance redressal cell.

Balurghat College has an active and rich alumni association, which has a long tradition for working towards overall excellence of Balurghat College. Alumni association has contributed generously to the college during last academic year, and participated in host of activities such as adoption of Malancha Village, installation of tubewell in the village etc.

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

Balurghat College is one of the oldest Govt. sponsored college which began its journey towards excellence since 8th September 1948. North Bengal University accepted the college under its affiliation in September 1963. It became an affiliated college of University of Gour Banga in 2008.

Balurghat College believes decentralised and participative management via a series of committees which overseas various functional aspects of the college. Governing Body of Balurghat College is the main decision making body. IQAC of Balurghat College plays a definitive role in overall quality improvement of the college through student feedback, mentoring process, continuous internal evaluation etc.

College is in the process of digitizing the administration work and it has already applied digitization in many areas of the administration like examination, admission, fees submission etc. Tally software is used in administration, details of which are provided in enterprise resource planning document.

NSS unit of Balurghat college conducts many programmes such as Thalassemia awareness, blood donation camp, adoption of Malancha Village etc. raising awareness about health and hygiene issues in local community. A sanitary Napkin vending machine has been installed in the newly built Girls common room college in collaboration with Women Development cell.



Balurghat College has an Employees Cooperative Society which has 74 members from the faculty and other staff. It is a registered society under society registration act which holds regular Annual General Meeting.

College organises professional development and administrative related training programmes for faculty and staff members from time to time. Faculty members also regularly participates in professional development programmes such as Orientation Programmes, Short Courses, Refresher Courses etc. organised by HRDC of various Universities .

Balurghat College has implemented many post accreditation suggestions of NAAC, by digitization of library, increasing e-resources in the library, acquiring computers and printers in college, opening new courses like Journalism & Mass Communication, Food and Nutrition, starting life-skill imparting courses, starting use of ICT tools, smart class room, acquiring autonomous status of PG courses and recruiting more than 35 full time faculties after 1st cycle visit till date.

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

Balurghat College addresses gender sensitivity in providing facilities such as safety and security within the campus through various majors like CCTV surveillance, security guards at different places etc..The college provides physical facilities for Divyangjan students to help them.

The college adopts best practices in teaching-learning, career guidance, innovations and social service.The college takes different measures for keeping the campus clean and green with proper management of waste thereby encouraging everyone to be aware with the materials they use. To maintain the cleanliness within the campus different ways are utilised which strengthens the eco-friendly environment within the college premises.

The students and faculty members are encouraged for green practices like using eco-friendly mode of transportation including the use of bicycle, Toto, rickshaw and by walking . Digital display of important notices is communicated to the staff via WhatsApp email and LCD monitor. The College has a separate expenditure every year on green initiatives and waste management excluding salary component.

Balurghat College takes every measure to curb water usage. Proper drainage system in the campus facilitates to channelize rain water.

The college has defined code of conduct for the students and faculty members and administrative staff. The institution plans and organises different activities to increase consciousness about national identities and symbols; promoting national integration, communal harmony and social

To maintain the ideals of our rich heritage, the institution celebrates the national festivals and the birth /death anniversaries of the great personalities to inculcate the sense of unity, harmony and secularism among the students.

The institution maintains a complete transparency in its financial, academic, administrative and auxiliary functions through the formation of different Committees like Finance Committee and Purchase Committee.

The institution regularly organizes such programmes on yearly basis by promoting social awareness among the students and to commemorate the World Aids Day, blood donation camp is organized along with the celebration of World Aids Day. Recently in December 2018, more than 50 individuals, including students,

teaching faculty and non-teaching staff donated blood in blood donation camp organised at the college.

NAAC

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	BALURGHAT COLLEGE
Address	Balurghat College, P.O. Balurghat, District Dakshin Dinajpur
City	Balurghat
State	West Bengal
Pin	733101
Website	<a href="http://www.balurghatcollege.ac.in">www.balurghatcollege.ac.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Pankaj Kundu	03522-255392	9434422540	03522-255393	college.balurghat@gmail.com
IQAC / CIQA coordinator	Laxman Saha	03522-	9775550173	-	laxman.iitkgp@gmail.com

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

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	08-09-1948

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

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

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	12-06-2009	<a href="#">View Document</a>
12B of UGC	12-06-2009	<a href="#">View Document</a>

**Details of recognition/approval by stationary/regulatory bodies like AICTE, NCTE, MCI, DCI, PCI, RCI etc (other than UGC)**

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day, Month and year (dd-mm-yyyy)	Validity in months	Remarks
No contents				

**Details of autonomy**

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	Yes <a href="#">autonomydoc_1576651510.pdf</a>
If yes, has the College applied for availing the autonomous status?	No

**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	Balurghat College, P.O. Balurghat, District Dakshin Dinajpur	Urban	10.51	12100

## 2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Bengali	36	Higher Secondary Examination	English,Bengali	115	107
UG	BA,Philosophy	36	Higher Secondary Examination	English,Bengali	77	45
UG	BA,Sanskrit	36	Higher Secondary Examination	English + Bengali,Sanskrit	115	115
UG	BA,History	36	Higher Secondary Examination	English + Bengali	115	91
UG	BA,Political Science	36	Higher Secondary Examination	English + Bengali	115	36
UG	BA,Education	36	Higher Secondary Examination	English + Bengali	80	77
UG	BA,Economics	36	Higher Secondary Examination	English + Bengali	115	5
UG	BA,Geography	36	Higher Secondary Examination	English + Bengali	32	31
UG	BA,Sociology	36	Higher Secondary Examination	English + Bengali	2000	1300
UG	BA,Physical Education	36	Higher Secondary Examination	English + Bengali	100	32
UG	BA,Mass Communication And Journalism	36	Higher Secondary Examination	English + Bengali	100	10
UG	BCom,Accounting	36	Higher	English +	353	19

	untancy		Secondary Examination	Bengali		
UG	BSc,Chemistry	36	Higher Secondary Examination	English + Bengali	22	13
UG	BSc,Physics	36	Higher Secondary Examination	English + Bengali	32	22
UG	BSc,Mathematics	36	Higher Secondary Examination	English + Bengali	46	46
UG	BSc,Botany	36	Higher Secondary Examination	English + Bengali	32	25
UG	BSc,Zoology	36	Higher Secondary Examination	English + Bengali	32	32
UG	BSc,Computer Science	36	Higher Secondary Examination	English + Bengali	39	1
UG	BSc,Food And Nutrition	36	Higher Secondary Examination	English + Bengali	400	73
UG	BA,English	36	Higher Secondary Examination	English + Bengali	115	105
PG	MA,Bengali	24	B.A. with Bengali Three year Honours	English + Bengali	72	72
PG	MA,Sanskrit	24	B.A. with Sanskrit Three Year Honours	English + Bengali,Sanskrit	60	34
PG	MA,History	24	B.A. with History Three Year Honours	English + Bengali	60	30

#### 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	0				10				52			
Recruited	0	0	0	0	7	3	0	10	28	16	0	44
Yet to Recruit	0				0				8			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				12			
Recruited	0	0	0	0	0	0	0	0	7	4	0	11
Yet to Recruit	0				0				1			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				21
Recruited	16	5	0	21
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				15
Recruited	9	6	0	15
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	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	2	0	9	9	0	21
M.Phil.	0	0	0	0	0	0	4	1	0	5
PG	0	0	0	7	3	0	28	16	0	54

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	2	0	3
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	15	14	0	29

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	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	7	4	0	11

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	15	14	0	29

**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	1112	0	0	0	1112
	Female	1012	0	0	1	1013
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	0	0	0	0	0
	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					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	1005	931	897	681
	Female	636	652	644	586
	Others	0	0	0	0
ST	Male	450	402	341	279
	Female	349	349	374	307
	Others	0	0	0	0
OBC	Male	252	295	341	298
	Female	202	204	255	244
	Others	0	0	0	0
General	Male	1626	1531	1241	1003
	Female	1303	1244	1048	958
	Others	0	0	0	0
Others	Male	222	149	121	154
	Female	139	72	106	110
	Others	0	0	0	0
Total		6184	5829	5368	4620

## Extended Profile

### 1 Program

#### 1.1

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

**Response: 23**

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

#### 1.2

**Number of programs offered year-wise for last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
04	04	04	04	04

### 2 Students

#### 2.1

**Number of students year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
4859	5368	6065	5842	5945

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

#### 2.2

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

2018-19	2017-18	2016-17	2015-16	2014-15
1945	1910	1853	1791	1733

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

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

2018-19	2017-18	2016-17	2015-16	2014-15
1113	1453	1681	1690	1572
File Description		Document		
Institutional Data in Prescribed Format		<a href="#">View Document</a>		

**3 Teachers****3.1****Number of full time teachers year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
52	52	56	34	35
File Description		Document		
Institutional Data in Prescribed Format		<a href="#">View Document</a>		

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

2018-19	2017-18	2016-17	2015-16	2014-15
62	62	62	62	62
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**4 Institution****4.1****Total number of classrooms and seminar halls****Response: 30****4.2****Total Expenditure excluding salary year-wise during the last five years ( INR in Lakhs)**

2018-19	2017-18	2016-17	2015-16	2014-15
112.36	173.93	75.19	64.8	43.71

**4.3****Number of computers****Response: 33**

NAAC

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

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

##### Response:

Balurghat College offers a wide range of programs providing adequate academic flexibility with 20 UG and 3 PG programs since last 5 years. The curriculum for every course of UG is set by Parent University, University of Gourbanga. Curriculum for 3 PG courses has designed and implemented by the Parent University but it is facilitated with autonomous power of this institution. College offers CBCS system (Choice Based Credit System) in 3 PG courses (Bengali, Sanskrit & History) from academic year 2018-2019, and in UG courses from academic year 2019-2020.

The college enjoys total freedom and flexibility in the creative design planning of the curriculum by framing central routine, having prescribed format of distribution of workload of classes required for effective curriculum delivery.

Based on the performance of feedback system from different stakeholders including students, teachers, employers etc. the college authority tries its best for any kind of upgradation required for the development of Institutions and the students as a whole.

ICT enabled teaching-learning processes, special tutorial classes are practiced during every academic year.

Students of this institution can learn from various teaching-learning tools such as scientific models, group discussions, regular class tests, educational excursions, seminars, which are adopted by faculty members .

Dept of Mathematics and Dept. of Sanskrit offered Certificate courses during the year 2018-19. Certificate course by Dept of Mathematics involved a Mathematical camp where eminent professors from across the country delivered lectures that would help the students to excel in competitive exams.

Dept. of Sanskrit inculcated the notion of Sanskrit as communicative language and global acceptance of Sanskrit as a modern language, through their certificate course.

##### Academic Flexibility

The institution have implemented another four new courses for UG general curriculum with MCIG(Journalism and Mass Communication, General), FNTG(Food and Nutrition, General), PEDG(Physical Education, General) SOCG (Sociology, General) to meet regional/ national/ global needs for students who can use the knowledge gained in the curriculum to establish themselves in society in various fields.



## Curriculum Enrichment

During the academic year 2018-19 the college has designed the value-added course with a motive to develop the overall life skills of the students. Dept. of Botany in Collaboration with Dept of Agriculture, Horticulture and Fisheries, Govt of West Bengal, offered a value-added course which imparts life skills among the students. Students completing this course will be able to develop entrepreneurship regarding various agricultural and horticultural methods.

College offers a dynamic curriculum which is designed with educational tools and field project aim to inculcate the highest intellectual standards through such academic field tours

## Online Feedback System

College involves all stakeholders in curricular reforms through a structured feedback system and the suggestions which are taken into consideration after valuable discussions with different departmental heads and the committee for the suitable action plan.

The IQAC analyses the data received through a different feedback mechanism. The management, principal and all faculties receive valuable suggestions based on IQAC analysis.

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

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

**Response: 1**

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

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	0	0	0

File Description	Document
Details of the certificate/Diploma programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response: 72.05**

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

2018-19	2017-18	2016-17	2015-16	2014-15
6	13	5	5	4

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

## 1.2 Academic Flexibility

**1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years**

**Response: 21.74**

1.2.1.1 How many new courses are introduced within the last five years

Response: 5

File Description	Document
Details of the new courses introduced	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented**

**Response: 75**

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 3

File Description	Document
Name of the programs in which CBCS is implemented	<a href="#">View Document</a>
Minutes of relevant Academic Council/BOS meetings.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

**Response:** 0

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

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

## 1.3 Curriculum Enrichment

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

**Response:**

The diverse programs of the Affiliated University (University of Gourbanga) offer the wide range of relevant incorporated issues to Gender, Environment and Sustainability, Human Values and Professional Ethics with the local as well as global need in the UG and PG curriculum.

**On Gender:** From the most fundamental concept of Gender to ancient feminist philosophy; from an understanding of basic concepts of gender equality, women empowerment with the social phenomenon. These elements are incorporated at varying levels in the different disciplines of UG and as well as PG semester courses

**On Environment and Sustainability:** The curricular aspect is one of the main stays of this institution.

The multi-dimension of environment and sustainability as a cross-cutting issue is carefully placed in the curriculum and syllabus of UG and PG program. Students of various courses are taught on environmental values with sustainability development with environmental laws, pollution, natural resource management, waste management, biodiversity, ecosystem, biome of the world, wetland conservation, rural development, etc.

The university's vision on moral uprightness, social responsibility, service to society keeps the curriculum enriched with integrated cross-cutting issues pertaining to gender, environmental sustainability, human values and professional ethics in various courses.

In the college more or less all the branches have a course in environmental studies. The students of PG courses (History, Sanskrit, and Bengali) have learned about knowledge of relationship between man and environment. The students of UG courses (Zoology, Chemistry, Commerce, Physics, Geography, Economics, Philosophy, Education, Sanskrit, and Political Science) also have learned and increased their knowledge of environmental management, women empowerment, gender, and politics. For the students, almost the entire program deals with human values, social commitment, peace, and justice. A few representative examples are:

1. Isopanisad, Manusamhita
2. History of Vedic Literature
3. Gender and Politics
4. Gender Inequality
5. Women Empowerment
6. Women Education
7. Ancient Political Thought
8. India's Environmental History
9. Man and Environment
10. Environmental Biology
11. Bio-Geography
12. Concept of Ecosystem
13. Biome, Bio-Diversity
14. Wetland Management
15. Environmental Economics-Resources
16. Environmental Quality
17. Sustainable Development

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

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

**Response: 1**

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

years

Response: 1

File Description	Document
Details of the value-added courses imparting transferable and life skills	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

Response: 13.79

#### 1.3.3.1 Number of students undertaking field projects or internships

Response: 670

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

## 1.4 Feedback System

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

Response: B. Any 3 of the above

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

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

Response: C. Feedback collected and analysed

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

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

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

**Response:** 0.01

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

2018-19	2017-18	2016-17	2015-16	2014-15
1	2	0	0	0

#### File Description

#### Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

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

**Response:** 58.08

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

2018-19	2017-18	2016-17	2015-16	2014-15
2321	2385	2079	2466	2788

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

2018-19	2017-18	2016-17	2015-16	2014-15
4227	4227	4177	4109	4023

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

#### 2.1.3 Average percentage of seats filled against seats reserved for various categories as per

**applicable reservation policy during the last five years****Response:** 62.18

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

2018-19	2017-18	2016-17	2015-16	2014-15
1155	1241	1028	1166	1143

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

**2.2 Catering to Student Diversity****2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners****Response:**

After periodic evaluation of the first year (HONS) students, 2 months after their admission, two categories of students are found -advanced and slow learners, depending on their basic knowledge and performance in these evaluations. As most of the students are first generation learners, College use to give special emphasis on their learning process and adaptability to the academic environment. To match up their compatibility different kinds of methods like mock teaching, remedial classes, group discussions, interactive practical sessions, advanced learning by systematic seminars etc. are organized. For example, in mock teaching the advanced learners are asked to convey lectures on some particular topics and the slow learners are asked to upgrade their knowledge via interactive session after completion of the lecture. College actively appreciate the advanced learners by providing them various reference books to dig deeper in the subject and encourage them to share their understanding and concepts with their classmates in the form of reverse classroom. College encourages the slow learner students to do board work to make better understanding of the subject. To develop interest and confidence among students about the subject, quiz and group discussions are arranged choosing various topics from syllabus. E-contents like power point presentation, flashcard, YouTube study videos and online animation are used to clear the doubts of the students whenever necessary. As most of the students come from Bengali medium schools, many of them face difficulties to follow English books and lectures. In remedial classes college try to provide study materials in Bengali to students so that they can quickly the concept.



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

### 2.2.2 Student - Full time teacher ratio

**Response:** 841:9

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

**Response:** 0

#### 2.2.3.1 Number of differently abled students on rolls

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

## 2.3 Teaching- Learning Process

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

**Response:**

Different department of Balurghat college arranges various student centric programmes that enable students to develop self confidence and rectify their mistakes. Departments follows mainly chalk-board lecture method, interactive method and participative method for holistic development of the students. Students actively participate in various extracurricular activities held in Balurghat College. Annual exhibition held regularly in the college premises and students are encouraged to perform different project works with socio-economical values and scientific outcomes. The topics were demonstrated by all the students using different charts, models and practical demonstration. During regular class hours, faculty members of various departments conduct debates and discussions where students are encouraged to come with different opinions and thoughts which pave the way of arguments as well as a way of learning. In most of the classes topics are discussed briefly and problem solving methodology is used to check their understanding about the topic. In the practical classes the apparatus and instruments are used individually so that they can acquire the knowledge of handling these by themselves. The students regularly participate in the Youth Parliament Competitions organised by the Government of WestBengal, and achieve great success. Various cultural and academic competitions are also organized by which the students get the scope of participative learning. Along with exhibition, some departments organize educational and industrial visit in the nearby areas. The students get the opportunity to have a hands-on learning experience from the experts of the field of manufacturing industries.



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

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

**Response:** 76.92

#### 2.3.2.1 Number of teachers using ICT

Response: 40

File Description	Document
List of teachers (using ICT for teaching)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 4805:89

#### 2.3.3.1 Number of mentors

Response: 90

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

### 2.3.4 Innovation and creativity in teaching-learning

**Response:**

The practice of effective and meaningful teaching is immensely beneficiary for students when educators thoughtfully apply new pedagogical approaches. Balurghat College encourages innovative practices in all aspects of teaching and learning.

Several innovative learning strategies for modern pedagogy are employed in classroom. Different approaches are used to discuss the same study topics, e.g., theoretical discussion, problem solving, weekend assignments, instant quiz among the students, group discussion, mock teaching by the students and unit tests with special problem solving remedial classes. This crossover learning experience improves strength of academic environment and provides learners with authentic and emerging opportunities for learning.

To build self confidence among students, paper presentations are encouraged. After teaching a topic, the

teacher gives the students assignments, which may include paper presentations on that topic. Another innovative procedure is mentoring system for students. Here the teachers undertake personal mentoring of the students. Teachers discuss academic difficulties with students personally and figure out remedial measures. Personal care of teachers discourages private tuitions.

The traditional method of classroom lectures (chalk and talk) has undergone a sea change in the last five years. The lecture method is presently supplemented by audio-visual aids. Departmental teachers present their topics of discussion in the classroom through power-point presentations and slide shows using personal laptop and projector. group discussions and role-play under the supervision of the teachers on the topics already discussed in the class are often encouraged for better understanding of the academic texts/topics. The slow learners are immensely benefitted from such discussions.

The students of different department actively participate in various extracurricular activities held in Balurghat College. One of such activity is “Animal Communication”, in which the students demonstrated how the animal communicates among themselves by using different charts, models and practical demonstration. Another topic was “Blue World” where they demonstrated the importance of ocean in life and explained some important and interesting aspects of ocean. They also discussed about the pollution and threats to the ocean and the impact of ocean pollution in our life. Different laboratory experiments related to the context of syllabus were performed both by the students and teachers to provide an application oriented guidance during learning. This also makes the process of learning more attractive and interesting.

As mobile devices have been integrated into our daily lives, we use these facilities for providing many opportunities for technology- supported incidental learning. Majority of students and teachers are well connected via different social media. It provides an excellent electronic platform for group discussion to the students where they can share and discuss their problems and queries with faculty members. Student uses Youtube assisted learning. It becomes easier for a student who understands a subject matter from different perspectives in a convenient and easy manner. Students are provided with electronic study materials such as pdf files, e-books etc. Overall, these offer 24×7 classrooms to the students and strengthen the bonding with the teachers.

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

## 2.4 Teacher Profile and Quality

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

**Response:** 73.87

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

#### 2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

**Response:** 40.98

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

2018-19	2017-18	2016-17	2015-16	2014-15
21	21	24	15	13

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 2.4.3 Teaching experience per full time teacher in number of years

**Response:** 10.6

##### 2.4.3.1 Total experience of full-time teachers

Response: 551

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

#### 2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

**Response:** 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of award letters (scanned or soft copy)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

**Response:** 0.97

##### 2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	3	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

**Response:**

Presently in 2019 for newly admitted students in the U.G.courses CBCS system has been implemented in the college and is running fruitfully.

In the non-CBCS system the students have to appear in the University Examinations as Part-I Examination at the end of 1st year, Part-II Examination at the end of 2nd year, and Part-III examination at the end of 3rd year.

In addition to University Examinations, various modes of internal evaluation including class tests are conducted in college before final (university) exams . The answer scripts are evaluated and

discussed with the students in order to rectify their mistakes. The questions of tests are basically composed of a single chapter or total syllabus sometimes. The main purpose of these tests is to improve their day to day performance, to judge their knowledge and make them up to date and prepared for upcoming semester and final examinations and even all India based competitive examinations. The most encouraging outcome of these tests is the confidence gained by the students after each test. Even students with very poor fundamental knowledge showed big improvements after going through number of tests.

Individual student mentoring sessions are conducted. Interactive sessions between the three stake holders, the parents, students and teachers are organized in order to gain an in depth knowledge about the students and their circumstances. Students found lagging either in attendance, marks or class performance are counselled in the presence of their guardians in order to identify the root cause of their problems and ways to rectify them. Extra classes are taken in both theory and practical papers. Students are encouraged in collaborative group work mentored by individual teachers. Initiative is taken to ensure that students participate in science exhibitions, seminars, mock parliaments as well as in house mock teaching and student presentations. The reports on field project, educational excursion or study tour and survey projects are also evaluated as a part of CIE.

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

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

#### Response:

The College organizes pre University Examinations for all departments, the schedule of which is displayed in the college website and notice Board. The Academic Affairs Committee prepares the schedules of internal assessments (Final Tests) mentioning the specific dates of paper-setting, examinations, distribution of answer scripts, submission of marks in the office, and publication of the results. Apart from the university exams and Final Test which held at the end of each session, class tests are held regularly. Class tests are conducted by respective faculty based in the department. Home assignments and mock teaching assignments are also given to the students. The date, topic and schedule of all the assignments and tests, conducted by the department are communicated to the students in class and also through whatsapp posts. Sometimes surprise tests, quiz etc are also taken to brush up their knowledge and to bridge up the previous topics and new topics in the class. Students are also given sample set of question paper and assignments to give them an idea about the test questions.

The answer scripts are duly evaluated and the results are discussed with the students. The respective faculty explains any problems or doubts that the student may have faced in answering the question paper. In addition to examinations of theoretical papers, the students are also have to appear for practical examinations, conducted on the pattern of University Practical Papers. Separate Viva-Voce assessments are held for individual students, where their particular shortcomings are explained after the assessment period.

The Institution believes that continuous internal assessment make the learning process more attractive to

the students and enables the teacher to identify weak and advanced learners. The students who would have been otherwise ignored are identified and remedial teaching enables to generate personal understanding.

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

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

#### Response:

The mechanism to deal with the examination related grievances is available at our Institution centrally. College authority always take necessary action through proper channel if any discrepancy happened in registration formation, admit card generation, subject combination of a student etc. After publication of result of University Examination, sometimes if any student become unsuccessful improperly or face any problem during examination then respective department try to advice proper way to pursue their grievances to the University with the help of Institution by measuring the trueness of the incident.

An integrated mechanism is in place at the Institution to deal with exam related grievances for internal assessment also. Doubt clearing sessions of the exams are in sync with the internal assessment processes, i.e. class tests and practical tests in the laboratories. Evaluated answer scripts had been discussed with the students. The respective faculty explains any problems or doubts that the student may have faced in answering the question paper. Class test questions and their similarities to various university questions are also highlighted during the discussion sessions.

The doubt and enquiries of the students regarding the pattern of optimal answers in the exams are clarified by the examiners. Teachers try to provide a broader understanding of the subject to the students by repeated discussion of the topics, giving home assignments, suggesting more books and online resources. If there is any tabulation related error in the assessment, corrections are duly made by the examiner and the corrected marks is departmentally posted against the name of the concerned student.

Parent teacher meetings are held and the parents are always welcome to discuss or redress any grievance regarding their wards with the teachers. In case the student suffers from psychological instability or examination-phobia, the faculty members try to deal with the suffering students and their parents sympathetically.

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

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



**Response:**

The academic calendar of the institution is prepared in synchronization with the university schedule at the beginning of the session and it is updated during the session making symmetry with the information from the University time to time. The schedule contains admission dates, commencement of classes, registration form fill-up dates, different academic and cultural function dates (such as exhibition, seminars etc), sports dates, theory and practical examination schedules, holiday list and all the observable dates (College Day, Independence Day, NCC, NSS Day, world environment day etc).

1st year classes started from month of July every year. Examination pattern of our college is (1+1+1) system. The mid-term test examination is arranged in the end of January or before 2nd week of February. The result is published between two weeks. Honours subject result is published in respective departments and the pass subject result is published from college office. The students are provided with the corrected answer script by the faculty member. So they can go through the correct answer suggested by the examiners and hopefully improve their performance in the forthcoming final examination of the university

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

## 2.6 Student Performance and Learning Outcomes

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

**Response:**

The prospectus of the institution provides all important and necessary information about all the programmes and courses along with the programme nomenclature, fee structure, hostel facilities and other relevant information. The college website displayed various programs with its objectives at the beginning of the session. The website of the college is very elaborate. The courses taught in the college, the facilities provided to the students and the teaching faculties available are given in the website.

The primary objective of our college is to communicate with the students by the faculty members at the beginning of the session. As Balurghat college is surrounded mainly by rural areas, students generally have a lack of information for the future prospects. Therefore, the Three Year Undergraduate in different subjects are prepared and teaches on a careeristic view point.

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

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

#### Response:

Balurghat College is an institution which is affiliated to University of Gourbanga. Curriculum of all the UG courses are governed by University of Gourbanga, though the college faculty members imparts their own acumen to design the curriculums in such a way that it benefits the students and prepare them for higher education as well as skill oriented features. All the programmes and courses has specific outcomes that are clearly mentioned in the college website, and it is updated in every academic year, keeping track with constantly evolving society in relation with academic aspects.

PG programmes of Balurghat College are autonomous for last two academic years and in control of designing their own methods of evaluation of attainment of programme and course outcomes. Though the major evaluation method of UG programmes are designed by University of Gourbanga, Balurghat College exercise their own innovative way of evaluationg various POs and COs.

**Examination Evaluation:** Balurghat College conducts yearly TEST examinations which are held before their final university examinations. The answer scripts are returned to the students in timely fashion and questions of the Test Exams are discussed in detail in the class. University examinations are held at the end of each academic year , and based on the performance of the students on that examination, the evaluation of Pos and COs are determined.

**Indirect Assessment:** Programme and Course outcomes of various programmes and courses expects the students to develop capability of independent learning, civic responsibilities, public speaking, independent thinking, scientific acumen, laboratory skills, creative writing skills to name a few. Balurghat College has several methodologies to evaluate the attainment of these course outcomes by indirect methods of assessment such as co-curricular activities, cultural competitions, laboratory tests, group discussions, projects and field works, educational tours, and student exhibition-cum-competition. Balurghat College also organises a number of seminars and awareness programmes which helps the students to uplift their general awareness about the curriculum and get acquainted themselves to various challenges of higher education.

**Assignments and Class Tests:** Continuous Internal Evaluation is an integral part of evaluation process of attaining Programme and Course Outcomes. All the department has their own mechanism of conducting internal evaluation, mostly via class tests at regular intervals. Assignments and projects are given to the students to test their progress during regular academic sessions. These tests and assignments help them to prepare better for final examination and evaluation process which enhance their abilities to attain better outcomes.



**Student Achievements and awards:** Students of Balurghat College participate in various competitions in state and nation, such as Youth Parliament, Young scientist project competitions, science fairs, quiz competitions etc, and have been successful on many occasions over the past 5 years, in Youth Parliaments, Innovative science projects, NCC . This enables the students to attain the POs and COs better.

### 2.6.3 Average pass percentage of Students

**Response:** 63.52

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

Response: 707

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

Response: 1113

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

## 2.7 Student Satisfaction Survey

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

**Response:** 3.46

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

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

**Response:** 39.77

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

2018-19	2017-18	2016-17	2015-16	2014-15
10.4	17.7	4.65	0	7.02

File Description	Document
List of project and grant details	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 0

3.1.2.1 Number of teachers recognised as research guides

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

**Response:** 0.54

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

Response: 6

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

Response: 56

File Description	Document
Any additional information	<a href="#">View Document</a>
Funding agency website URL	<a href="#">View Document</a>

### 3.2 Innovation Ecosystem

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

**Response:**

As the institute is situated in rural area, it is hard to develop incubation centres in this location. Transfer of knowledge occurs via classroom teaching and use of ICT tools. Various seminar, conferences, workshops also are organised for knowledge transfer process. Extra curricular activities like Annual Exhibition provides an opportunity to faculty members to educate students on various projects and practical aspects of curriculum. Science departmental students develop many projects which addresses many environmental issues in the society.

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

**Response:** 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	<a href="#">View Document</a>

### 3.3 Research Publications and Awards

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

**Response:** Yes

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

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

**Response:** Yes

File Description	Document
e- copies of the letters of awards	<a href="#">View Document</a>

**3.3.3 Number of Ph.D.s awarded per teacher during the last five years****Response:** 0

3.3.3.1 How many Ph.Ds awarded within last five years

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

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>

**3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years****Response:** 0.02

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	1

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

**3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years****Response:** 1.07

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

2018-19	2017-18	2016-17	2015-16	2014-15
8	11	15	9	6

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

### 3.4 Extension Activities

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

##### Response:

The NSS, NCC and Women Development Cell of Balurghat college are actively involved in a wide range of extension activities which serve the local community and also provide holistic education to the students on different environmental and social issues, thus helping them to become responsible citizens of our country. These extension activities address different issues like health and hygiene, women empowerment and gender sensitization and green initiatives in which the students and staff participate enthusiastically. The NSS unit of the college which has about 200 volunteers strives incessantly to address various health and hygiene related issues. **The NSS unit in collaboration with the Blood Bank of The District Hospital of Dakshin Dinajpur holds regular Blood Donation Camp. Thalessemia testing camps have been organised in collaboration with Thalesemia Control Unit, District Hospital, Dakshin Dinajpur.** The NCC and NSS are also involved in various extension activities such as Swachh Bharat, Yoga Camp and tree plantation.

NSS unit works closely with the Balurghat Municipality to maintain cleanliness on the campus. Relevant Personnels from the municipality comes from time to time in the college campus to collect garbage, and install color coded dustbins for proper waste disposal inside college campus. The cadets of NCC wing of Balurghat College participate in Republic Day camps at New Delhi and Kolkata. The NCC has also won the championship trophy several times at the district level Republic Day Parade. Some of the cadets have also been recruited in the Army and Police Service after successful completion of the NCC course from Balurghat college. NCC unit of Balurghat College also organizes various awareness programmes and drill performances inside college campus to aware the students about various life saving issues. Fire-fighting drills, rescue operations, safety measures to be taken during fire, evacuation procedures, are few examples on which demonstration activities are performed inside College.

The college has adopted a village Malancha where different humanitarian activities like medical camp, distribution of medicines, thalessemia testing camp, **Clean the Village Campaign** and installation of deep tubewells. Various awareness camps are organized in the college on different relevant topics like Aids,

Vector Borne diseases, Thalessemia, importance of Plastic free campus in order to raise the consciousness of the students and staff regarding these important issues.

The Women Development cell in collaboration with Kanyasri Prokolpo organized a one day seminar on, Women health and hygiene and Puberty related issues. Also the members of WDC work relentlessly to address various issues of girls students in the college, and work towards providing a better academic environment in the college for the girls students. IQAC along with WDC meet with the girls students on regular basis to assess their problems, and action been taken at the earliest based on their feedbacks. Dignitaries like DM, BDO, SDO, CMOH attended the seminar. The event was followed by installation of Sanitary Napkin Vending Machine in the college campus. Girls students were given demonstration about using the vending machine.

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

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

**Response: 0**

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response: 9**

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

2018-19	2017-18	2016-17	2015-16	2014-15
2	4	1	1	1

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

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

**Response: 0**

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

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

### 3.5 Collaboration

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

**Response: 0**

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

**File Description****Document**

Number of Collaborative activities for research, faculty etc

[View Document](#)

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

**Response: 0**

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

**File Description****Document**

Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years

[View Document](#)



## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

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

**Response:**

Balurghat college founded on 8th September 1948 is one of the oldest college of North Bengal. Since its establishment it is continuously engaged in the upliftment of the educational status of the people of surrounding districts by providing eminent pedagogy. Starting as a seed, the college has grown up as a full grown tree.

Currently it offers **20** undergraduate and **3** postgraduate programmes. The institute has adequate infrastructural facilities like **27** Classrooms, **18** laboratories, computer laboratories, departmental libraries and a well adequate central library for successful running the courses offered. There is also a smart classroom provided with internet facilities and smart board.

The college has a medicinal plant garden maintained by the department of Botany and own zoological museum of department of zoology. The college has separate Boys and Girls Hostel for providing better accommodations to the outstation students. The college has its own playground for conducting annual sports.

The central library has number of **32,354** books and **10** subscribed journals. The college has its own historical museum that contains a good number of archeological statues and objects and manuscripts with immense historical importance. The rich artifacts of the old age reflects the heritage and cultural richness of the area. The college is situated in the centre of the town in the east bank of the river Atreyi. It is well connected to the rest of the town.

The college has 10.51 acre of campus area with an internal playground surrounded and shaded by plenty of trees and gardens.

The college maintains ecofriendly environment in college premises but not allowing any automobile vehicle inside the college campus. It has separate bio degradable and non bio-degradable waste disposal and waste management system.

The college is uttermost conscious about maintaining the learning environment. It has anti-ragging cell and students are regularly subjected to counseling about the adverse affects and consequences of ragging. We are also conscious about the gender equity.

To maintain and raise awareness of hygiene among girl students the college has installed vending machine for easy acquisition of sanitary napkins.

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

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

##### **Response:**

The College in addition to the academic activities keeps more emphasis on co-curricular and extracurricular activities. The college has campus playground of approx 2100 sq m. area for badminton, kabaddi, kho-kho, volleyball etc. Apart from this the college has another sports playground of approx 10,000 sq. m area outside the campus for outdoor games such as football, cricket etc. The institution encourages sports and games and provides funds liberally for creating efficient sports infrastructure. The institute also has all the required sports material in good condition. A store room for sports equipment and an office room for physical education. Regular sports activities are organized and the physical Education Department conducts Intra Collegiate and participates in DSA and DPI sports competitions regularly. The college has also organized DPI sports consecutively for 3 years (2015, 2016 and 2017). Sports persons receive encouragement from the management by way of additional coaching and sports gears. When they participate in intercollegiate Sports Meets, they get travelling allowance along with daily allowance. The college awards certificates, gold medals, shields, cash prizes to deserving sports persons to motivate them to greater pursuit of excellence.

##### **Commencement of Physical Education as General Course (Self Finance): 2016 onwards**

##### **Indoor /outdoor facilities:**

- Provision for carom boards and chess and other indoor games.
- To provide facilities for outdoor games the college has campus playground which is used as badminton court, volleyball court, Kho-Kho court, kabaddi court and cricket temporarily as required.
- The college has another playground outside the campus which is used for football, cricket and athletics activities.
- First Aid equipment also available to provide first aid to the injured.

##### **Sports equipments:**

- Total number of Cricket bat and ball for coaching – 2 & 5.
- Total number of football, net & Jersey for coaching – 5, 2 & one set.
- Total number of volleyball and net for coaching – 2 & 2.
- Total number of carom board for playing – 2.
- Total number of Shuttle Cock, Racket & Net for Badminton – 10, 4 & 5.

##### **International Yoga Day Celebration**

The college has organized International Yoga Day in collaboration with Patanjali Yoga Centre, Dakshin

Dinajpur from 2018 onwards to reduce the stress and strain of the faculty and students.

### Cultural Activities:

The following facilities are provided for cultural activities:

This college strives to train students in various fine arts and improves their expressive ability. The college owns musical instruments such as Harmonium, Tabla, Pad, etc., for the use of students. The teachers of this college train and motivate students to participate in cultural events. Cultural activities are performed during the College Annual Cultural Festivals & Departmental Exhibition, Independence Day, Republic Day celebrations, College Foundation Day, International Mother Language Day, Rabindra Smaran, Sanskrit Day Observation, Geography Day Observation etc.

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

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

**Response:** 3.33

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

Response: 1

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

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

**Response:** 28.92

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	52.93	32.35	10.61

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

## 4.2 Library as a Learning Resource

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

#### Response:

The Balurghat College Central Library customizes KOHA, integrated Library Management Open Source Software 18.11.06.000 version which is highly secure, efficient and completely browser based system which can be accessed from anywhere in the world over web. It ensures minimum paper usage in our library with major LMS standards. Earlier in 2004 due to lack of upgradation, customization and proper training, the LIBSYS software became irrelevant at this library.

- It is fully compatible with the latest browsers like 'Internet Explorer' or Firefox, Google Chrome. The fully automated and **24x7** access to the server with 99.9% uptime assurance. It has 24x7x365 **OPAC** search facility. There is the provision of upload and hosting of question papers, theses etc and image galleries on OPAC

Name of the Software	Version	Date of Installation	Nature of Automation
KOHA	18.11.06.000	29.07.2019	Partially Automated

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

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

#### Response:

Library Materials housed in special collections can be in any format (including rare books, manuscripts, photographs, archives, ephemera, and digital records), and are generally characterized by their artifactual or monetary value, physical format, uniqueness or rarity, and/or an institutional commitment to long-term preservation and access. They can also include association with important figures or institutions in history, culture, politics, sciences, or the arts. In the same way, **Balurghat College Central Library** holds a huge

collection of rare books and some rare manuscripts with items ranging in date from ancient times. A large number of **rare books (270 [Two Hundred Seventy] copies** of books) have been selected as old books of academic values in literatures i.e., Bengali, English, Sanskrit, History, Philosophy, Political Science, Commerce & Economics which have a great significance to the students, teachers as well as the scholars. These collections have the exceptional quality and importance to the field of academic research and studies.

Balurghat College has a museum of its own with very rich collection of items that help the students in understanding the socio-cultural aspects of different ages of our locality. The museum houses about 200 sculptures of various god and goddesses of Indian mythology, including few Buddha and Jaina sculptures. Most of the sculptures are from 7-8th Century. The museum also has about 100 coins ranging from Mourya period to British India. There are also inscriptions from Pal and Sen Era, few Basalt and Sandstone sculptures, manuscripts of 18th century, and few terracotta bricks and old ornaments.

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

#### 4.2.3 Does the institution have the following:

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

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

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

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

**Response:** 1

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0.51682	3.36368	1.138

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

#### 4.2.5 Availability of remote access to e-resources of the library

**Response:** Yes

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

#### 4.2.6 Percentage per day usage of library by teachers and students

**Response:** 2.44

##### 4.2.6.1 Average number of teachers and students using library per day over last one year

**Response:** 120

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

### 4.3 IT Infrastructure

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

**Response:**

With the growth of the Balurghat College it is imperative to develop the infrastructure especially in IT field as technology is the backbone of any college. The college has upgraded its IT facilities in these years. The entire campus is covered under Wi-Fi connection provided by **Alliance Broadband**. There are 10 separate Wi-Fi login, and the passwords are shared with teachers and students for free access to the internet. Most of the departments are provided with laptops and desktops and few with scanners and printers. All the departments have shared LAN internet facilities provided by ROUTERS. Total number of LAN connections in the college is 10. The bandwidth and software are regularly updated according to the demand of the departments. providing login facilities to various e-resources like INFLIBNET to all the

faculty and students.

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

#### 4.3.2 Student - Computer ratio

**Response:** 589:4

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

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

**Response:** <5 MBPS

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

**Response:** No

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

### 4.4 Maintenance of Campus Infrastructure

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

**Response:** 7.09

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

2018-19	2017-18	2016-17	2015-16	2014-15
5.19	13.77	8.81	2.51	3.21



File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

##### **Response:**

To maintain the academic and infrastructural facilities the college has well organized system that coordinates different units that individually operated. The finance committee approves the budget for this purpose in the beginning of the session. The governing body approves the budget or any major expense made for any such facility. The maintenance process is described below-

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

The departmental heads or the teachers of the respective departments place the requisitions for all academic requirements like reference books and journals, organizing special seminars, lectures, developing study materials, or workshops, in writing mentioning the approximate budget. The requisitions are placed in the meeting of the governing body, finance committee, library committee or any other relevant committee. For bulk purchase tender call is invited and small purchase is done from the local vendor strictly following the government's financial rules. The library committee is constituted of several faculty members of various departments. According to the budgetary provisions or available funds the committee takes decisions regarding the departmental allotment, mode of purchase, and maintenance of the existing books. The departments prepare budget for organising seminars, workshops, special lectures etc, and requisitions are placed. The estimation is done for maximum output in minimum expenditure.

All the laboratory-based departments have budgetary provisions. The requisitions are placed by the departmental teachers. The non teaching staff recruited by the college maintains the laboratories.

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

To maintain the physical facilities all the departments and constituent units of the college are coordinated by the office. Maintenance on the part of electricity, plumbing, laboratory machineries, computers, the office arranges everything according to the demands raised by the departments and the other units along with the regular cleaning of the laboratories and classrooms.

**a. Carpentry-** The wooden furnitures like benches and desks of class and office rooms are well maintained. For minor repairing local carpenters are called at market rates through appropriate way.

**b. Plumbing-** Maintenance of the water supply to different departments and laboratories is done on call basis when necessary. For minor repairing local plumbers are appointed as per market rates through the appropriate way.

**c. Civil works-** The physical status of building is regularly monitored by appropriate authority. All repair



works of the building are also done through appropriate tender.

**d. Gardening:** The medicinal plant garden is maintained by the department of Botany. The other gardens are maintained by the students of the NSS and NCC units. Local labourers are often hired when required at market rates.

**e. Campus and classroom cleaning:** there are 2 appointed permanent sweepers for regular cleaning.

**f. IT infrastructure:** For the maintenance of the IT infrastructure (Wi-Fi, computers etc) the college has appointed local vendors named Office Solutions, Balurghat.

**g. Electricity:** A permanent electrician cum care taker takes care of electric lines and wares as well as electrical goods. The college also has separate generator room to provide continuous power supply.

**h. College website:** The college website is regularly maintained and updated by Skillhut enterprise.

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

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

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

**Response:** 7.92

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

2018-19	2017-18	2016-17	2015-16	2014-15
437	614	600	265	281

#### File Description

#### Document

Upload self attested letter with the list of students sanctioned scholarships

[View Document](#)

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

[View Document](#)

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

**Response:** 7.07

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

2018-19	2017-18	2016-17	2015-16	2014-15
449	365	390	375	385

#### File Description

#### Document

Any additional information

[View Document](#)

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

1. For competitive examinations
2. Career counselling

- 3.Soft skill development
- 4.Remedial coaching
- 5.Language lab
- 6.Bridge courses
- 7.Yoga and meditation
- 8.Personal Counselling

**Response:** E. 3 or less of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 1.57

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

2018-19	2017-18	2016-17	2015-16	2014-15
123	84	86	71	66

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

#### 5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

**Response:** 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of the students benefitted by VET	<a href="#">View Document</a>

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

**Response:** Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 2.12

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

2018-19	2017-18	2016-17	2015-16	2014-15
50	50	09	16	19

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

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

**Response:** 20.51

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

Response: 145

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

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

Response: 23.67

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

2018-19	2017-18	2016-17	2015-16	2014-15
2	16	27	5	22

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

2018-19	2017-18	2016-17	2015-16	2014-15
40	60	70	30	70

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

## 5.3 Student Participation and Activities

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

**Response: 0**

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

**File Description****Document**

Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years

[View Document](#)

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

**Response:**

Student Council in Balurghat College is a very active one and they have specific set of committees who look after student's needs during the academic year starting from the admission process. Student council organizes several functions during the academic year including fresher's welcome, social programme, teacher student cricket match during College foundation day (8th September), Saraswati Puja, Annual College sports. The General Secretary of student council is a member of College Governing Body, which is the main administrative body for proper functioning of various activities in the College. Students Council organises Student's Exhibition and Cultural Competition for students during month of January-February. General Secretary of the Students council is part of the administrative body that is in charge for conducting the exhibition and cultural competitions which also included faculty members. Various members of student's council were also in charge of separate cultural competitions where they assisted faculty members to conduct the competitions. Members of Student's Council also represent in Library Committee and IQAC. Members of student council help to circulate class routine among the students. Student council also helps students to attain required amount of attendance in class, and promote awareness among the students about importance of attending classes.

**File Description****Document**

Any additional information

[View Document](#)

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

**Response: 1.6**

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

2018-19	2017-18	2016-17	2015-16	2014-15
1	2	2	1	2

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

## 5.4 Alumni Engagement

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

#### Response:

The Alumni Association is a registered society, WEST BENGAL ACT XXVI of 1961 No. S0005620 of 2019-2020. It has its own Website ([www.balurghatcollegealumni.org](http://www.balurghatcollegealumni.org)). The website has a provision for online registration of alumni members.

The College has an Alumni Association which was established in the year 2004. The main objective of the Association is to bridge the gap between the college and the alumni. The association aims to link the alumni to the institution, to develop strategic plans and to support the college to achieve its vision and to enable the institute to add value to all its stakeholders. Due to some unavoidable circumstances the functions of that association from 2006 onwards was not recorded. The association was rejuvenated on 24th January, 2016 by holding an Annual General Meeting.

Alumni association meetings take place generally thrice in a year in which future plans are discussed. The alumni have highlighted the necessity for arranging smart class room for the students to make education attractive & lively. The association also emphasized the installation of sanitary napkin vending machine for the girl students, ramp for the physically handicapped students. In collaboration with the alumni association, the faculty of the college organizes cultural programmes where the former faculty members and other alumni members participate actively. The alumnus often take classes as and when college feels necessary. Workshop on literature (Bengali) is also organized by the alumni. Some of the alumni actively participates in social services with creative activities for rural area kids. These activities are quite motivational and create enthusiasm among children. Former faculty used to take classes in both UG & PG level. They have donated books & journals to the students for the academic development. Former faculty members are called for their valuable suggestions as and when the college requires their help. The Alumni have provided financial support to the college for installing Tube-well in the college adopted

village named 'Malancha' on 22nd June, 2019. The association also keeps regular monitoring to the health and hygiene of the rural locality. Prof. (Dr.) Biman Das, one of the Alumni, residing USA is contributing significantly to the college as well as Faculty of Physics by providing very rare and useful books.

The following proposals have been taken for near future course of action

- Voluntary career counseling in legal education, WBCS Exam
- Literacy in rural area
- Identification & Treatment for some special diseases like T.B, Night blindness
- Campaigning awareness about Dengue, Malaria, water borne & air borne diseases
- Emphasis is given for campaigning regarding the use of pucca latrine.

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

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

**Response:** <1 Lakh

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

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

**Response:** 10

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

2018-19	2017-18	2016-17	2015-16	2014-15
2	3	3	2	0



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

NAAC

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

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

##### Response:

##### *“A Tryst with Destiny”*

Balurghat College is one of the oldest Govt. sponsored college which began its journey towards excellence since 8th September 1948. The College was an intermediate liable arts college, with 96 students in the tin-sheds of the Balurghat high school, under the Calcutta University on the initiative of the large hearted educationists of the town who took regular classes in the afternoon. In 1949, the college was shifted to the present site in the vacant muslim hostel of Balurghat high school along with its land that was purchased by the college at a cost of Rupees forty thousand only. In 1950, the college was recognized by the UGC and supported by the West Bengal Government as an aided college. Since 1950, the intermediate Science classes started, in 1953, B.A (Pass), in 1956, B.Sc (Pass), in 1964, evening B.Com and in 1972 evening part time B. Ed classes were opened in succession. Later on Evening B.Com started with the Govt. decision. North Bengal University accepted the college as a constituent College in the September 1963. Presently the college is affiliated under the Under the University of Gour Banga from the academic year 2008-2009.

##### *Our Vision “Quest for Excellence”*

Balurghat College, West Bengal, envisions a life-oriented education that empowers the students through a humanizing and liberating process, to be agents of transformation and development at different levels of life. Enabled and empowered, they respond pro-actively to concerns and conflicts inherent in today's reality, especially those of women and persons who are unable to exercise their freedom to be human, and work for the integrity of creation.

##### *Our Mission “Empowering through Education”*

- To promote a value based education.
- To contribute to the transformation of society through being socially conscious and responsible.
- To promote inter-cultural and inter-religious harmony and concern for the human family.
- To facilitate leadership among the students enabling them to proactively involve themselves in social liberation.
- To provide quality, integral, vocational and career oriented education and create a climate for human and educational excellence.

As a reflective measure of effective leadership, teachers are given due representation in the following decision-making bodies:

- Governing Body
- Internal Quality Assurance Cell (IQAC)
- Standing Committee on Academic affairs

- Board of Studies
- Finance Committee
- Anti Ragging Committee
- Students' Grievance Redressal Cell
- Women Development Cell
- Research Co-ordination Committee
- Library Advisory Committee
- Examination Committee
- Admission Cell
- Canteen Committee
- Hostel Committee
- Website Committee

Governing Body is the main decision making statutory body, and planning are properly executed by the Principal. For effective application of the decisions regarding academic and co-curricular activities, decentralization of governance is done, and participative management with inclusion of various stakeholders ensures smooth running of the institution.

The Institution is committed to life-skill orientated teaching among students from economically backward classes and make them self-sufficient for employment purpose in future.

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

### 6.1.2 The institution practices decentralization and participative management

#### Response:

The College promotes the culture of decentralization in the processes of Academics and Administration as adopted by the management. The Governing Body is the apex body of the institution is formed as per the statute of the University of Gour Banga.. Principal of the college is the Secretary of the Governing Body. President of the Governing Body is selected by the Government of West Bengal. Policy matters and all important decisions are taken by the Governing Body regarding academic and administrative affairs.

Besides the governing body, the college has Bursar, Secretary of the Teachers' Council who are entitled to play vital role in framing the policies as well as governance. Secretary of the Teachers' Council confers the meeting of the council from time to time. Academic issues and problems are discussed in such meetings. Decisions of the meetings are referred to IQAC for implementation.

Implementation of policies regarding academic matters are monitored by IQAC. It takes decisions related to curricular, co-curricular and extra-curricular activities. This decentralization has resulted in increasing the

overall quality and effectiveness of the system and at the same time empowering and strengthening the capacities of the various branches of administration.

### 1. The action plan and policy statement for proper practice of participative management:

Further for the proper practice of decentralization and practice of better management, several sub-committees are formed by the Governing Body. Members of these committees are responsible for monitoring different academic and administrative activities of the college. The action plans are formulated and incorporated for all operations through Governing Body meetings and sub-committee meetings.

Any decisions taken at this level are implemented through proper participation from various stakeholders. At the beginning of any academic year, the IQAC reviews the Plan of Action approved by the Management. The Principal and the Administrative Committee takes timely decision regarding the implementation of the Plan of Action by assigning specific responsibilities to the appropriate person. In carrying out the specific activities, the concerned staff members chalk out a plan which is designed to maximize the participation of students and staff. If possible, the media are invited to cover the events organized in the campus, so that the reports are carried in the local newspapers thus enabling the College to reach out to a wide community. Participants in the activities and their beneficiaries are the primary sources of feedback which becomes one of the sources for preparing the Plan of Action for the subsequent year.

### 1. Interaction with stakeholders:

Meetings are held regularly with the stakeholders. The college strives towards excellence by taking in the suggestions and opinions of the people associated with it. The best way of having an inclusive decision is to collect feedback from them.

Policy and planning are prepared by the governing body through need analysis, research inputs and consultation with the stakeholders. Regular meetings are held with the stakeholders to discuss needs and requirements of various departments.

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

## 6.2 Strategy Development and Deployment

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

#### Response:

**The Strategy Plan:** The College Authority decided to execute the plan of digitizing of administration at many levels which mainly includes Admission, Maintenance of Fee records and Accounts, Examination, College Website and Wifi zone. Each component of administrative process was digitalized with micro planning and thorough consistent testing procedures.

**The Action Plan:** The Digitization of Administration would bring about transparency in the whole system.

1. **Admission:** The Online Admission System through web tendering process has been introduced by the College by the Government of West Bengal and guided by the rules and regulations of the University of Gour Banga. The College has a separate Online Admission Committee, in addition with Academic Sub Committee to co-ordinate the admission process. This enables to identify the requirements for every academic session.

The Database is further used in issuing identity cards, library cards, application for scholarships and eligibility. The online system ensures ready availability of data regarding the admission procedure, vacancy seats, College regulations etc to the prospective candidates. The implementation of this system enables to optimize its efficiency through real-time monitoring.

1. **Fee Records:** The data collected during the online admission process is used as the database in maintaining the fee records and disbursement of scholarships from various agencies.
2. **Maintenance of Accounts:** The Office of the College mostly uses Tally software for maintenance of books of Accounts.
3. **Examination:** The filling up of examination is online and college provides necessary facility for the same as introduced by the Government of West Bengal and guided by the rules and regulations of the UGB. The database is used for generation of hall tickets in the college.
4. **Website:** The College has a dynamic website with a unique feature of providing administrative access to all the departments. The updates and announcements are made on regular basis. The website provides with all the necessary information regarding the current notice, seminars, examinations, recruitments etc.
5. **Wi-Fi:** The College campus has secure Wi-Fi enabled with speed of 54 mbps. Students and staff are given an option of getting a secure Wi-Fi connection on their laptops, tablets or smart phones. This can be accessed from all the classrooms, laboratories and departments. Inter and Intra-Departmental communications is extensively possible through emails and Whatsapp Groups.

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

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

#### Response:

Organogram of the institute is as follows:

The Governing Body of the College is the apex body in the administration of the College which works in a close co-operation with the Principal as the Head of the Institution. The Principal regulates and maintains a congenial relationship with the Teaching and Non-Teaching staff members to create an efficient academic environment within the institution.

All major policy decisions like the recruitment of the Principal, Bursar, teaching and non-teaching staff, sanctioning leave to all stakeholders, adopting major financial policies, taking disciplinary actions are taken by the Governing Body following the usual rules and regulations of the Government of west Bengal. The college follows all the rules and regulations of the UGC, the NCTE, the Department of Higher Education, Science and Technology and Biotechnology, Govt. of West Bengal, and the affiliating university, viz., The University of Gour Banga.

In the context of the college administration, the Governing Body takes the leadership role in decision making process. The Governing body of the college consists of:

- 1. President (Selected by the Govt.)**
- 2. Principal (Secretary, Ex- officio)**
- 3. Govt. Nominee-01(One)**
- 4. University Nominee -01(One)**
- 5. Teachers' Representative-03(Three)**
- 6. Non- teaching Staff Representative- 01 (One)**
- 7. General Secretary of Students Union (Ex-officio) -01(One)**

The Governing Body forms different sub-committees which help to execute the academic and administrative plans and policies smoothly. They are viz,

- 1.IQAC Cell
- 2.NAAC Committee
- 3.Planning Board Sub-Committee
- 4.Academic Sub-Committee
- 5.Admission Sub-Committee
- 6.Library Sub-Committee
- 7.Routine Sub-Committee
- 8.Examination Committee
- 9.Student's support and Progression
- 10.Backward Cell/Remedial Coaching Sub-Committee
- 11.Research Project Expert Committee
- 12.Cultural and Cultural-competition Sub-Committee
- 13.Parent Teacher Association
- 14.Service Book and Pension Sub-Committee
- 15.NSS
- 16.NCC
- 17.Sports Sub-committee
- 18.Career and Placement Cell
- 19.Canteen Sub-committee

- 20.College Website Sub-Committee
- 21.Hostel Welfare Committee
- 22.Finance Committee
- 23.Building Committee
- 24.UGC Committee
- 25.Anti-ragging Committee
- 26.ICT sub committee
- 27.CAS Sub-Committee
- 28.Women Development Cell
- 29.College Magazine Sub-Committee
- 30.Youth Parliament Sub-Committee
- 31.Grievance Redressal Cell
- 32.Excursion Sub-Committee

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

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

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

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

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

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

**Response:**

**Name of the Project: Installation of Sanitary Napkin of Vending Machine****Bodies Involved:**

1. Women Development Cell (W.D.C.)
2. NSS UNIT I & II

The Women Development Cell of Balurghat College in collaboration with the NSS Unit I & II took an initiative for developing the hygienic condition among the female students. To serve this purpose, an awareness Seminar on “Puberty and Women Health” was held on 8th March 2019 on the Occasion of International Women’s Day at the College premises. The seminar was successfully attended by Smt. Arpita Ghosh, Hon’ble M.P. Balurghat, Dakshin Dinajpur, Dr. Ashok Kumar Biswas, Deputy CMOH, Sri Mahadyuti Adhikari, Nodal Officer, Kanyashree Prakalpa, Govt. of West Bengal, Sri Sounak Banerjee, Assistant Registrar of Co-operative societies, Dakshin Dinajpur, Sri Pranab Kumar Ghosh, ADM, Balurghat, Sri Prabir Kumar Ghosh, President, Governing Body, Balurghat College, Dr. Ripan Sarkar, TCS, Balurghat College, all the Teaching and non-teaching staff members and students of the College.

The another attractive programme was the installation a Sanitary Napkin Vending Machine which was donated to the College by the Kanyashree Prakalpa, Govt. of West Bengal. It was decided to install the Vending Machine at the Girls’ Common Room for an easy spread of napkin among the women, who lack financial support. This was really an amazing step towards the maintenance of women hygiene.

Women Development Cell regularly arranges various workshops and lecture programme to acquaint their students about the consequences arising from lack of nutrition and also the measures to combat challenging life deficiencies. The awareness programme gives stress on low calcium levels, low iron count and poor nutrition among female students.

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

**6.3 Faculty Empowerment Strategies****6.3.1 The institution has effective welfare measures for teaching and non-teaching staff****Response:**

In 1987, for the benefit of the employees (both teaching and non-teaching staff) of Balurghat College, an employee’s co-operative Credit Society viz. Balurghat College Employees co-operative Credit Society Ltd. was found. Almost all the teaching and non-teaching staffs are its members. The management of this committee is elected by the members on Annual General Meeting (AGM). The executive committee functions for five years and works under the aegis of Governing Body, Balurghat College. The executive



committee is liable to the whole body of the cooperative Society and is bound to present the Audited Accounts before the members on AGM.

Since its inception, it is taking loans from Dakshin Dinajpur Central Co-operative Bank and distributing among the members. Besides, the cooperative has been able to generate its own fund by the shares of all members. The Co-operative is successfully running since its inception. It has never seen NPA (Non Performing Assets). For its best performance over the years, Balurghat College has been awarded 'Samabay Ratna' (Cooperative Jewel) by the Govt. of West Bengal in 2018.

- The female staff members enjoy maternity leave of six months as per Govt. rule.
- The faculty members are also provided with special leave for availing of fellowships and completing Ph.D thesis.
- Non-teaching Staffs and Govt. Approved Part Time Teachers enjoy a special health scheme by Govt. of WestBengal named **Swasthya Sathi**.

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

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

**Response:** 2.69

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

2018-19	2017-18	2016-17	2015-16	2014-15
2	5	0	0	0

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

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

**Response:** 2.6

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

2018-19	2017-18	2016-17	2015-16	2014-15
3	2	3	3	2

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

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

**Response:** 20.7

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

2018-19	2017-18	2016-17	2015-16	2014-15
18	12	8	1	10

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

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

**Response:**

API score and career advancement is done according to latest UGC Guidelines, in collaboration with Dept. of Higher Education, Govt of Westbengal. IQAC verifies the documents and forward the applications to proper authority for appraisal and career advancement procedures. Professors undertake various career advancement schemes including seminars, workshops, administrative duties, examination related duties for career advancement. Institution, being a govt aided one, and being governed by UGC rules, and rules of

Dept. of Higher Education, Govt of Westbengal, cannot design its own appraisal system.

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

Audit preparations are done by college management, in consultation with Bursar and Accountant. External Audit is done in regular basis at the college.

The day-to-day checking of college books of accounts and financial statement is made by the Bursar appointed by the Governing Body (GB) of the college. On behalf of the College, Bursar conducts an internal audit of book of accounts. At the end of each financial year, the complete financial statement of the college is audited by a registered Audit and Accounts Firm. The final audit reports of the last five financial years are enclosed herewith.

Further, this is also mentioned that the self-financed courses along with the PG courses of different departments have separate internal audit system. The statement of accounts of these departments is also audited by the respective External Auditor.

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

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

#### Response: 10

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

2018-19	2017-18	2016-17	2015-16	2014-15
10	0	0	0	0

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

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

#### Response:

The institution follows transparency and democracy in the entire procedure of mobilization and utilization of funds. Apart from regular grants from the Govt. of West Bengal and U.G.C. grants, the College has been able to get funds from persons, trusts, M.P-LAD, Zilla-Parishad, Uttar Banga Unnayan Parsad, West Bengal College and University Teachers Association, N.R.I.'s. The institution also encourages faculty members to submit major and minor research projects for obtaining grants and funding from various funding agencies such as D.B.T, D.S.T etc. The institution regularly encourages and motivates the reputed and established alumni to generously contribute for overall development of the college.

Once the funds are mobilized, adequate measures are taken for utilization of the same. The Finance Committee or the Building Committee initiates tender process (e-tender) with the concurrence of the Governing Body.

Various committees and Sub-Committees as required get involved in executing the work as per the proposal submitted and sanctioned. The teacher members and non-teaching members of all these Committees vigil when the work is undertaken by the execution authorities like PWD/ Municipality /Contractors etc. For all kinds of work, the College strictly adheres to the financial rules of the Govt. of West Bengal as well as the Govt. of India. The mobilization and utilization of funds are audited regularly by the internal auditors i.e. the Bursar of the College at the institutional level.

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

## 6.5 Internal Quality Assurance System

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

#### Response:

Two Practices Institutionalized as a result of IQAC initiatives:

1. Inauguration of Smart Classroom and inaugural seminar on Sister Nibedita (org. By Dept. of Bengali)

IQAC has always thrived for inclusion of ICT based teaching and learning in Balurghat College. IQAC felt a dedicated classroom with ICT enabled facilities are necessary for escalating the level of ICT based teaching in the college. Therefore, after consultation with Teacher's Council, a proposal was placed in front of Governing Body, which sanctioned the necessary funds for building a new ICT enabled smart classroom. The new ICT enabled smart classroom is situated at the ground floor of Manik Bandopadhyay Building. The ICT Classroom has been officially inaugurated by Dr. Pankaj Kundu, Principal, Balurghat

College, on 5th January, 2018. A special lecture on Sister Nivedita was organized by Dept. of Bengali, Balurghat College. The title of the seminar was “ Namantor theke Rupantore: Bharatkonya Nibedita”. The lecture was delivered by Dr. Tapas Basu, Professor of Kalyani University, Govt. of Westbengal.

The ICT enabled class room contains a white smartboard, surround sound system with 4 boxes around the room, a overhead projector, and a Windows-10 Desktop with LiveViewer6 which helps to connect the computer wirelessly with the projector. Regular classes are assigned in the main routine for faculty members, and a logbook is kept at the ICT enabled smart class room for faculty members.

## 2) Student Exhibition and Cultural Competitions

Teaching community at Balurghat College always thrives for excellence and tries to inculcate life-enhancing skills in their education methodology, which will help students to apply the knowledge gained in real life. IQAC had taken the initiative to organize Exhibition by the students, which would enable students to showcase their talent, and would help them to apply their classroom knowledge in practical problems.

During the last 5 years, the Exhibition was held on 2018 and 2019. It is generally organized in the month of January or February. All the departments with honours programmes, Physical Education, and College Office put up a stall inside the college campus where exhibition is held. Students of each departments use posters, models, and other decorational tools to showcase various projects. Some of the examples of the projects on display in last two years are:

Dept. of Sanskrit: Use of Computer in Sanskrit Language

Dept. of Bengali: Folk culture of Dakshin Dinajpur

Dept. of Chemistry: Use and abuses of Plastic

Dept. of Geography: Aliens

Dept. of Commerce: Use of GST

Dept. of Maths: Algorhythm to use map and Matrix for Data Encryption

Students of various departments also take part in cultural competitions e.g. Drawing, Quiz, Dance, Extempore Acting, which precedes the exhibition, and finals of various events like dance, singing, recitation are held on the open air stage during the first day of the exhibition. Generally the exhibition lasts for 3 days and culminates with a guest performance by renowned artist.

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

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

#### **Response:**

IQAC is dedicated to create a congenial atmosphere in the college for teaching learning process, for both faculty members and students. A number of students in Balurghat College come from economically and academically challenging backgrounds, and lot of the students are first generation learners. So it is always been a challenging prospective for the faculty members to educate the students in proper fashion, and instill the encouragement regarding education among the students. IQAC reviews various methodologies adopted by the faculty members from time to time, to ensure the best possible learning outcome for the students, and also rejuvenate the teaching learning process that can incorporate new ideas and technologies. Two such examples of institutional reviews and implementation of teaching learning reforms are listed as below:

#### **1.Student-Mentoring Programme:**

As mentioned earlier, the students of Balurghat College face many obstacles in daily life, and for a lot of them, it is challenging to continue their education. IQAC of Balurghat College ensures that all the departments of Balurghat College conducts atleast one mentoring programme with the students of their departments, where students and teachers can come to a common platform. Students are able to freely discuss their problems related to academic curriculum, and seek solutions for their problems. A number of students need mental support and need to overcome emotional challenges to continue their study, as well as they need to overcome various socio-economical obstacles.

Average Teacher mentor: mentee ratio in last 5 years is 1:43. A set of teachers are assigned in each department separately for each class (separate for 1st year, 2nd year etc).

Besides discussing general problems like academic social activities, college environment and curricular aspects, students are also given detailed insights about their future prospect in respective subjects, and students are also made aware of competitive examinations and job opportunities that can come up at the end of college life.

#### **1.Reverse Classroom/Mock Teaching**

IQAC ensures that students in the classroom get proper guidance for implementing the knowledge gained during classroom. An effective methodology in this respect is Mock teaching or Reverse Classroom. Each department has its own mechanism for identifying advanced learners and slow learners in the classroom. It is done by conducting tests, group discussions, quizzes etc. After segregating the students based on their learning abilities, advanced learners are asked to teach the class on specific topics assigned by the teachers. This creates a self-confidence among the students, and enables them to grasp the subject matters more comprehensively. This also enables the students to improve their ability of public-speaking.

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

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

**Response: 0**

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

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

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

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

**Response: D. Any 1 of the above**

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



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

#### Response:

Balurghat College was accredited with “B” grade during the period 2004-2009. A number of quality initiatives are taken by the Balurghat College post accreditation period, in lieu with the suggestions by the NAAC peer team. Some of the important post-accreditation initiatives taken up by Balurghat College are listed below:

- Library has acquired a number of reference books, e-journals, reference books post accreditation. 670 Reference books, 2535 Text books and e-journal CD has been added.
- Digital automation of the Library is under process, Aviar Technologies has installed KOHA 18.05 software in the library. College is also registered with INFLIBNET, which gives enormous amount of e-content access to faculty and student members.
- The College has set up a Research and Publication committee comprising 7 faculty members who continuously encouraged faculty members for publishing research work in reputed journals by providing appropriate information .
- College has started offering Education as 3 years Honours subject to the students
- College has started 4 courses as general subjects. The subjects are Journalism and Mass Communication, Sociology, Food and Nutrition, Geography. Geography already exists in the college as 3 year Honours subject.
- College has an active Women Development Cell.
- College has tuition-waiver programme to support the needy students
- Smart Class room is inaugurated in the college, to enhance ICT enabled teaching learning.
- College has PG courses in Sanskrit, History and Bengali.
- All the PG courses has acquired Autonomous status.
- Modern equipments are purchased for science laboratories.
- College has 52 full time faculties, out of which more than 25 faculties were hired during last year.
- 6 computers has been purchased for the Computer Center of the College
- College has started mentoring programme for the students which addresses academic and cognitive related issue of the students . College has also career counselling programme which addressed large drop-outs in some departments.
- College has started value added life-skill imparting course in Agriculture, Horticulture and Fisheries, and certificate course programme in Sanskrit as Spoken Language.
- College has started scholarship from an endowment fund set-up by B.N. Pramanik, scientist, Merck Pharmaceuticals, USA, which will benefit needy as well as meritorious students



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

NAAAC

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

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

**Response:** 6

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

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	2	1	1

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

#### 7.1.2

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

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

**Response:**

**Response:** The Institution shows gender sensitivity in providing facilities:

- Male and female students are given equal priority in the admission process.
- The College provides equal opportunity to both the male and female students related to the participation in curricular and co-curricular activities.
- Equal importance is given to the male and female faculty in various committees constituted for different purposes.

##### 1. Safety and Security

- The Women Development Cell is constituted for the safety and security of the female students as

well as the women faculty members of the College. It has been functioning actively by organizing Seminars, Workshops and different awareness programmes for the benefit and wellbeing of the female students.

- The College has an Anti Ragging Cell as per the norms of UGC that prohibits ragging in and around the Campus thereby giving the sense of security to all the students (fresher's & all).
- The Girls' Hostel is provided with sufficient measures keeping in mind the safety and security of the students.
- The Authority always gives the utmost priority to the Gender equality within the College premises to avoid any mishaps or inconvenience.

## 2. Counseling

- The Students Grievance Cell envisages the personal and academic problems providing remedial, preventive and educative support with respect to gender issues.
- The Faculty members provide academic counseling which helps the students to stay strong mentally, emotionally and physically and take responsible decisions and become self confident in dealing with different life situations.
- Every Department organizes Students Mentoring Programme during the whole academic session time to time; this enables the students to participate in all the activities equally irrespective of gender, thereby providing equal opportunities to all in every aspect.

## 3. Common Room

- The College provides a separate common room for both male and female students for maintaining the privacy of the students .

The Institution shows gender sensitivity in providing facilities such as CCTV surveillance , 24 hour security guard, sanitary napkin vending machine etc.

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

### 7.1.3 Alternate Energy initiatives such as:

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

**Response:** 0

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

7.1.3.2 Total annual power requirement (in KWH)

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	<a href="#">View Document</a>

#### 7.1.4 Percentage of annual lighting power requirements met through LED bulbs

**Response:** 83.33

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 7200

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 8640

File Description	Document
Details of lighting power requirements met through LED bulbs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 7.1.5 Waste Management steps including:

- Solid waste management
- Liquid waste management
- E-waste management

**Response:**

**Response:**

The College enhances the effort to keep the Campus Clean and Green with proper management of waste thereby encouraging everyone to be aware with the materials they use. To maintain the cleanliness within the Campus different ways are utilized which strengthens the eco-friendly environment within the college premises.

#### **Solid waste management**

• The huge volume of waste is managed meticulously every day. Coloured Dustbins are kept at specific places in and around the Campus. Everyone in the College is encouraged to make proper use of the Dustbins. The accumulated solid-waste and organic waste materials are dumped in the dustbin which is collected by the municipality workers of the ward on the regular basis.

• Dry waste products are left to decompose systematically over a period of time and the garden waste products are often burnt and disposed. This is used as manure for the trees planted in the garden maintained

by the Department of Botany.

- The campus is addressed as “Plastic free zone” which limits the amount of waste being generated within the campus.

### Liquid waste management

- The liquid wastes generated from the laboratories of the science departments are disposed through proper channel i.e. they follow proper waste management and waste disposal protocols.
- Proper remediations are taken by the department with laboratories by adopting better concepts to reduce the production of hazardous wastes.
- Waste water from hostels is used for kitchen gardening.

### E-waste management

- The College encourages optimal utilization of all the electronic devices.
- All the E-waste like non-working laboratory equipments, computers, printers, monitors etc are sold as scrap materials to the vendors for recycling. This is done in a systematic basis thereby following the rules of the Purchasing Committee.
- The obsolete items are ruled out of the stock register for the future records which ensure safe recycling. If some of the parts can be used in other systems, then they are kept for future use.

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

### 7.1.6 Rain water harvesting structures and utilization in the campus

**Response:**

**Response:**

- The staff and students of the college are aware of the fact that water is life and so the wastage of water should be avoided at all costs. Water is an integral part of the ecosystem; hence conservation of water is beneficial for a sustainable development to take place.
- The Science Departments collect Rain Water to be used as distilled water during rainy season.
- The College has not made any provision for rainwater harvesting at present but this has been

included in the future plans of the college and considered to take positive steps towards rain-water harvesting by the college management.

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

### 7.1.7 Green Practices

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

**Response:**

**Response:**

#### 1. Faculty and Students use Public/Shared Transport or Walk to College

The Faculty and students are encouraged to use Eco-friendly mode of transportation including the use of bicycle, toto, rickshaws and walking. The students mainly use bicycle as the means of transport to come to the college. The College has provided a separate cycle stand for the students.

#### 1. Public Transport

The faculty and students of the college usually use the bus and other public transport instead of private vehicles as a mode of transport which reduces the carbon emission.

#### 1. Pedestrian friendly roads

The College provides pedestrian friendly roads within the campus for the benefit of the students and any type of vehicle is strictly prohibited within the Campus.

#### • Plastic-free campus

The College encourages the faculty and students to prohibit the use of plastic within the Campus. The Canteen manager is also instructed to avoid the use of plastic cups and plates. Different signboards are put up declaring the campus as a plastic free zone. The Faculty members, non-teaching staff members and students are advised to make use of aluminum/copper water containers replacing the plastic bottles which

is also beneficial to health.

#### • Paperless office

The college office has not been able to become completely paperless yet. However, attempts are being made towards that end and the college is in a transition phase towards a paperless mode of communication. The whole campus is enabled to Wi-Fi helping the College and the administration with proper internet facility and supporting to maintain the paperless office. Digital display of important notices is communicated to the staffs and students via whatsapp posts and emails. Admission process has become completely online. The college website is an important medium for displaying important official notices.

#### • Green landscaping with trees and plants

College hosts a series of trees, and overall greenery of the campus is maintained throughout the year. Botany department has a separated medicinal plants garden which boasts of several rare and valuable trees and plants.

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

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

**Response:** 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

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

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

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

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

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

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

**Response:** 2

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	1	1	0	0

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

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

**Response:** 8



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

2018-19	2017-18	2016-17	2015-16	2014-15
7	0	0	0	1

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

### 7.1.12

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

**Response:** Yes

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

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

**Response:** Yes

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

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

**Response:** Yes

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

**7.1.15 The institution offers a course on Human Values and professional ethics****Response:** No**7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions****Response:** Yes

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

**7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years****Response:** 10

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

2018-19	2017-18	2016-17	2015-16	2014-15
2	2	2	2	2

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

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

India is a country with cultural diversity and vivid festivals are celebrated within the country. To maintain the ideals of our rich heritage, the institution celebrates the national festivals and the birth /death

anniversaries of the great personalities to inculcate the sense of unity, harmony and secularism among the students.

- All the faculty members celebrate the “Durga Puja” which is a big festival in West Bengal, after the puja recess through handshakes to mark a fresh beginning with love and bliss.
- Independence Day and Republic Day are celebrated in a grand manner in the college where the National flag is hoisted by the Principal of the College, the N.C.C units perform parade. All the faculty members, administrative staff members and students join the event which make the understanding the meaning about the day and make them grow as responsible citizens.
- The birth/death anniversaries of the great Indian personalities like Netaji Subhas Chandra Bose, Mahatma Gandhi, Dr. B.R. Ambedkar, are observed in the College with huge respect.
- The students from all the departments celebrate the birthday of Dr. Sarvapalli Radhakrishnan i.e. 5th September as Teachers’ Day.
- The College celebrates the birth/death anniversary of Rabindranath Tagore every year with huge respect to mark a tribute for the icon through cultural programmes where the students perform dance, song, recitation etc.

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

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

**Response:**

**Response:**

The institution tries to maintain a complete transparency in its financial, academic, administrative and auxiliary functions through the following ways.

- There is a Finance Committee and Purchase Committee in the college who looks after all the financial matters. Receipts are issued for all types of payments made by the students. Any kind of purchases are made through tender as per the government rules. The college website has a separate space for the data-wise display of tender notices. External audit is conducted every financial year by the Government Auditors appointed by the D.P.I., Govt. of West Bengal. All this process ensures complete transparency in the financial functioning of the institution.
- The Academic decisions of the college are taken by the Teacher’s Council.
- For the administrative functioning, the Governing Body of the college is the apex body and all its resolutions are properly documented and implemented in a transparent way.
- The admissions of the students are done by the online admission system which is purely based on merit in accordance to the government reservation policies.
- Results of the examinations are regularly published on the website of the college. Important notices related to the college are regularly posted in the college website to maintain the transparency in its functioning.
- The recruitment of the fulltime faculty fall under the purview of the College Service Commission

(an auxiliary body of the State Government). Contractual, part-time and guest lecturers are done under the UGC norms.

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

## 7.2 Best Practices

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

**Response:**

**Response:**

#### Best Practice-I

#### Maintenance of eco-friendly campus by making the whole campus tobacco free and plastic free zone

**Objectives:**

- To make aware and prevent the use of tobacco among young generations of Balurghat College.
- To increase public awareness around Balurghat on the consequences of Plastic use.

**Context:**

Irrespective of the remote location of our campus, our institution is proud to have a vast eco-friendly campus. The main purpose is to create a plastic free zone and similarly tobacco free zone to enhance health awareness among the students.

**Practice:**

- To make the college campus tobacco free zone, The NSS unit of Balurghat College along with the Health Dept. of Dakshin Dinajpur district organizes awareness camps. Also, to promote health awareness, various small posters are displayed all over the college campus to prevent tobacco consumption.
- To make the college plastic free zone, the NSS unit of Balurghat College along with the Chemistry Dept. of Balurghat College organizes a special talk regarding plastic free awareness. Also, to promote environmental consciousness, more dustbins are provided in the college campus for the disposal of plastics and other solid wastages.

**Evidence of Success:**

There was large participation of students in plastic free awareness program which clearly indicated the

arising sensitivity towards healthy environment of college campus.

### **Problems encountered and resource required:**

Use of separate dustbins for disposing bio-degradable and non bio-degradable waste is of urgent need.

### **Best Practice-II**

#### **World Aids Day –awareness Program and blood donation camp in College Premises**

#### **Objectives:**

- To promote health and hygiene among students and staff members along
- Promoting community engagement and developing a sense of social responsibility in students through blood donation camps.

#### **Context:**

- This practice allows the students to be aware of the importance of healthy lifestyle
- Motivate them to participate in community service through blood donation camps

#### **The Practice:**

The institution regularly organizes such programmes on yearly basis to promote social awareness among the students by observing the World Aids Day, blood donation camp. Recently in December 2018, more than 50 individuals, including students, teaching faculty and non-teaching staff participated and donated blood in blood donation camp.

World AIDS Day is an opportunity to show solidarity with the millions of people living with HIV worldwide. On that day red ribbon batches are provided to the students, faculty members and non-teaching staffs, Posters and flex regarding Aids Day are displayed on the college campus to promote social responsiveness.

#### **Evidence of Success:**

This unique practice has created considerable impact in the psyche of the students regarding the importance of blood donation.

### **Problems Encountered and Resources Required:**

- Creating sterile environment for proper blood transfusion.
- Convincing students that blood donation does not lead to Anemia Handling
- Reluctance of students for blood donation.
- Effective mechanism to ensure that blood reaches needy people on time.

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

### 7.3 Institutional Distinctiveness

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

**Response:**

**Response:**

**Adoption of the village, Malancha by Balurghat College, where the students of NSS unit of Balurghat College, in association with Dakshin Dinajpur District Hospital conducted Swachh Bharat Abhijan, Free Medical Camp and Thalassemia awareness with detection camp, Thalassemia test and awareness Program**

Keeping in mind the vision, priority and thrust of the institution and the core values of NAAC, Balurghat College performs the village adoption program benefiting the remote areas which clearly differentiates this institution from others.

- The main priority of our vision is to motivate the students towards social service in village areas through active, dynamic, constant and consistent involvement in social issues.
- Motivating students to social service is the major purpose of NSS. The NSS units of the college give a great opportunity to realize this objective and the activities taken up by them in remote villages help to carry forward our mission to reach this vision.
- Free medical camps are organized in the adopted villages by eminent doctors of specialization in medicine.
- NSS volunteers carried out cleanliness drive in the adopted villages in order to promote healthy environmental awareness.
- Free Thalassemia Test Camps are organized in the adopted villages.
- Awareness Camp on Vector borne diseases are organized in the adopted villages to promote the health awareness.

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

NAAC

## 5. CONCLUSION

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### Additional Information :

Balurghat College, being situated in an one of the remote and backward districts of West Bengal, Dakshin Dinajpur, where a sizable number of population is poor and belongs to scheduled caste, schedule tribe and minority communities, has always been taking the responsibility for overall empowerment of these categories of students through access of higher education and enabling them to develop as intellectually alive and socially responsible citizens.

Within the premises of the stated mission, vision and values, the college envisages the following objectives

- An equal opportunity of education without regard to gender, race, religion, national origin or disability.
- To impart quality and needbased education and thereby sensitized the students to their changing roles in society.
- To focus on the all-round development of the students' personality through proper education and exposure to the vast treasure of knowledge both through curricula and extra curricula.
- Preparing the students to participate in community development programs.
- Enabling to demonstrate critical thinking characterized by experimentation, inquiry and social, cultural and historical awareness.
- Encouraging students to innovate by framing visionary response to evolving social, cultural and economic need and opportunities.
- To provide exposure to learners in the latest trends in relevant branches knowledge, competence and creativity to face global challenges. All thrust is directed to the holistic development of the learners.
- To create awareness concern and care for environment by gearing various collegiate activities to sustainable environmental practices.
- Promoting general awareness of creating scientific temperament among the people of the vicinity is other cherished objective of the college.

### Concluding Remarks :

Balurghat College is a pioneer college in the locality, with a vision to spread higher education among the youths, particularly the disadvantaged rural youths of farflung area. Balurghat College strengthens the learner centric methods of teaching, and inculcate various co-curricular activities among students. About 70% of the population of the surrounding area comprises of SC, ST, OBC and other minorities, so the college really thrives in techniques that provide proper education to the students that come from the above mentioned population. Many of these students are first generation learners. The College has duly qualified, dedicated and competent 57 strong permanent faculty members present. 21 of those faculty members have PhD, with 3 faculty members working on funded projects, and many others are doing collaborative research works. 17 faculty members are also pursuing PhD work in various universities around the country. Most of the faculty members publish their research work on regular intervals, along with participation in conferences and seminars. Balurghat College has a large central library with ILMS system (KOHA software). Scholarships are provided to the needy students. About 20-25% students progress to higher studies and pursue masters degree in various institutes/universities across the country. IQAC of Balurghat College has a strong presence and acts relentlessly for overall development of the college on both academic and administrative fronts. NSS unit of Balurghat College organizes various events and make sincere effort to connect with the local society. Balurghat



College has also taken innovative measures to make the campus eco-friendly, The College is a gender equity employer, with 41% female staff members present in the college. 48% female students take admission in the college, and college maintains gender equality in every aspect of its activities.

In fine the college has been working consistently since the inception of its journey towards the educational upliftment of the socially backward and underprivileged. The college has made all out effort with its meagre resources to provide best education to its pupils. It is needless to mention, the record proves that by and large, Balurghat College has been successful to achieve its stated mission.

NAAC

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.2	<p>Number of certificate/diploma program introduced during the last five years</p> <p><b>1.1.2.1. Number of certificate/diploma programs introduced year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>3</td><td>0</td><td>0</td><td>0</td><td>0</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>1</td><td>0</td><td>0</td><td>0</td><td>0</td></tr></table>	2018-19	2017-18	2016-17	2015-16	2014-15	3	0	0	0	0	2018-19	2017-18	2016-17	2015-16	2014-15	1	0	0	0	0
2018-19	2017-18	2016-17	2015-16	2014-15																	
3	0	0	0	0																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
1	0	0	0	0																	
1.1.3	<p>Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years</p> <p><b>1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>24</td><td>18</td><td>7</td><td>8</td><td>7</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>6</td><td>13</td><td>5</td><td>5</td><td>4</td></tr></table> <p>Remark : Nomination letter of Dr. Parasuram Kamilya for 2014-15, Dr. Parasuram Kamilya , Prof. Prasanta Dhair, Prof. Dilip Bhattacharya for 2015-16, Dr. Parasuram Kamilya for 2016-17, 2017-18 not provide by HEI.</p>	2018-19	2017-18	2016-17	2015-16	2014-15	24	18	7	8	7	2018-19	2017-18	2016-17	2015-16	2014-15	6	13	5	5	4
2018-19	2017-18	2016-17	2015-16	2014-15																	
24	18	7	8	7																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
6	13	5	5	4																	
1.2.3	<p>Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years</p> <p><b>1.2.3.1. Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>63</td><td>40</td><td>0</td><td>0</td><td>0</td></tr></table>	2018-19	2017-18	2016-17	2015-16	2014-15	63	40	0	0	0										
2018-19	2017-18	2016-17	2015-16	2014-15																	
63	40	0	0	0																	

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : DVV has not considered those students who participated in Agri- Horticulture for the year 2019-20.

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

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

Answer before DVV Verification : 1

Answer after DVV Verification: 1

Remark : DVV has made the changes as per provided brochure of Agri - Horticultural.

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

Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website

Answer After DVV Verification: C. Feedback collected and analysed

Remark : No document provided to prove action taken on Feedback

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1216	1338	1042	1282	1252

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1155	1241	1028	1166	1143

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
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0	7	0	0	0
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Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2.69	14.68	5.47	0	10.7

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
10.4	17.7	4.65	0	7.02

Remark : DVV has made the changes as per E-copies of the grant for research projects sponsored by the non-government provided by HEI.

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
38	25	16	22	26

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	1

Remark : We have made the changes as per links provided by HEI. Some provided links not open research paper.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised

bodies during the last five years

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2	1	1	1	2

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : Provide award has not reflect Both Champion at District Level. The photo of reward cannot be authenticated thus DVV has not considered the Award.

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
400	0	40	40	110

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
10	35.32	53.17	32.5	10.6

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15

0	0	52.93	32.35	10.61
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Remark : DVV has not considered audited statement of infrastructure augmentation signed by accountant in charge and principal.

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0.126	1.30331	0.51682	3.36368	1.138

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0.51682	3.36368	1.138

Remark : DVV has not audited statement of purchase of books and journals signed by accountant in charge and principal.

4.2.6 Percentage per day usage of library by teachers and students

4.2.6.1. Average number of teachers and students using library per day over last one year

Answer before DVV Verification : 106

Answer after DVV Verification: 120

Remark : DVV has made the changes as per average of teacher and students using library per day on 11/12/2018, 12/12/2018, 13/12/2018, 14/12/2018, 15/12/2018.

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
40.31	45.03	24.17	13.04	11.42

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
5.19	13.77	8.81	2.51	3.21

Remark : DVV has made the changes as per expenditure of repair and maintenance duly signed by CA.

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
437	615	601	266	282

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
437	614	600	265	281

Remark : Sanction letters of Meritcum-means Scholarship (WB. State Govt) for 2014-15, 2015-16, 2016-17, 2017-18 not provide by HEI. DVV has not considered sanction letters of Meritcum-means Scholarship (WB. State Govt) for 2019-20.

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
411	354	330	374	391

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
449	365	390	375	385

Remark : Provided list has list of students benefited by Half freeship / Full freeship (Institution) Kanyashree Prakalpa has not reflect amount by HEI. DVV has not considered sitaram jindal foundation.

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
5	13	8	5	10

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
123	84	86	71	66

Remark : DVV has made the changes as per list of students attending Guidance for Career Counselling and Competitive Exams for 2014-15, 2015-16, 2016-17, 2017-18, 2018-19 provided by HEI.

5.2.1 Average percentage of placement of outgoing students during the last five years

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
50	50	10	16	19

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
50	50	09	16	19

Remark : Placement certificate of Paritosh Mahato for 2016-17 not provide by HEI.

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

**5.2.3.1. Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) year wise during last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2	16	30	6	22

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2	16	27	5	22

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



Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
40	60	70	30	70

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
40	60	70	30	70

Remark : DVV has not considered appointment letter and award letter.

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
6	5	5	2	5

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1	2	2	1	2

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

Answer before DVV Verification : 1 Lakh - 3 Lakhs

Answer After DVV Verification: <1 Lakh

Remark : DVV has not considered alumni contribution signed by principal.

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3	3	3	2	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2	3	3	2	0

Remark : Circular for Alumni Association meetings held on 11.11.18 not provide by HEI.

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3	5	0	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2	5	0	0	0

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
5	3	4	4	4

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
3	2	3	3	2

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
23	20	8	5	12

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
18	12	8	1	10

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1.4	0	0	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
10	0	0	0	0

Remark : DVV has made the changes as per copy of letter of Dr. Birendra Pramanik, Merck Pharmaceuticals, New Jersey , USA indicating the grants/funds received by respective agency for 2018-19 provided by HEI.

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
13	2	3	2	3

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2	1	2	1	2

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	2	1	1

7.1.8	<p>Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years</p> <p>7.1.8.1. Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>0.470</td><td>0.842</td><td>1.174</td><td>0.716</td><td>0.501</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr></table> <p>Remark : Provided audit statement has not reflect expenditure on green initiatives and waste management by HEI.</p>	2018-19	2017-18	2016-17	2015-16	2014-15	0.470	0.842	1.174	0.716	0.501	2018-19	2017-18	2016-17	2015-16	2014-15	0	0	0	0	0
2018-19	2017-18	2016-17	2015-16	2014-15																	
0.470	0.842	1.174	0.716	0.501																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
0	0	0	0	0																	
7.1.10	<p>Number of Specific initiatives to address locational advantages and disadvantages during the last five years 7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>2</td><td>3</td><td>1</td><td>1</td><td>0</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>0</td><td>1</td><td>1</td><td>0</td><td>0</td></tr></table>	2018-19	2017-18	2016-17	2015-16	2014-15	2	3	1	1	0	2018-19	2017-18	2016-17	2015-16	2014-15	0	1	1	0	0
2018-19	2017-18	2016-17	2015-16	2014-15																	
2	3	1	1	0																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
0	1	1	0	0																	
7.1.11	<p>Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)</p> <p>7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>13</td><td>0</td><td>0</td><td>0</td><td>1</td></tr></table>	2018-19	2017-18	2016-17	2015-16	2014-15	13	0	0	0	1										
2018-19	2017-18	2016-17	2015-16	2014-15																	
13	0	0	0	1																	

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
7	0	0	0	1

Remark : DVV has not considered those activity organised by NSS.

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
5	4	4	4	5

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2	2	2	2	2

## 2.Extended Profile Deviations

ID	Extended Questions																				
1.2	<p>Number of programs offered year-wise for last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>23</td><td>23</td><td>23</td><td>19</td><td>18</td></tr></table> <p>Answer After DVV Verification:</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>04</td><td>04</td><td>04</td><td>04</td><td>04</td></tr></table>	2018-19	2017-18	2016-17	2015-16	2014-15	23	23	23	19	18	2018-19	2017-18	2016-17	2015-16	2014-15	04	04	04	04	04
2018-19	2017-18	2016-17	2015-16	2014-15																	
23	23	23	19	18																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
04	04	04	04	04																	
2.3	<p>Number of outgoing / final year students year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>707</td><td>724</td><td>1079</td><td>1139</td><td>994</td></tr></table>	2018-19	2017-18	2016-17	2015-16	2014-15	707	724	1079	1139	994										
2018-19	2017-18	2016-17	2015-16	2014-15																	
707	724	1079	1139	994																	

## Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1113	1453	1681	1690	1572

NAAC