YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	BALURGHAT COLLEGE
• Name of the Head of the institution	Dr. Pankaj Kundu
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9434422540
• Mobile no	9046002970
• Registered e-mail	college.balurghat@gmail.com
• Alternate e-mail	college.balurghat2@gmail.com
• Address	Balurghat College, P.O. Balurghat, District- Dakshin Dinajpur
• City/Town	Balurghat
• State/UT	DakshinDinajpur
• Pin Code	733101
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Semi-Urban

• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**University of Gourbanga**
• Name of the IQAC Coordinator	**Dr. Subhashis Biswas**
• Phone No.	**8617707684**
• Alternate phone No.	**7586909632**
• Mobile	**8617707684**
• IQAC e-mail address	**iqac.balurghatcollege@gmail.com**
• Alternate Email address	**iqac2.balurghatcollege@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.balurghatcollege.ac.in/iqac/2020-21AQAR.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.balurghatcollege.ac.in/academic-calendar.php

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**73.2**	**2004**	**03/05/2004**	**02/05/2009**
Cycle 2	**B**	**2.13**	**2021**	**23/02/2021**	**22/02/2026**

6.Date of Establishment of IQAC	**26/11/2009**

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

Institutional/Depa rtment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NA	**NA**	**NA**	**NA**	**NA**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	5	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

Career awareness programme on Company Secretaries with Placement Cell

Career awareness programme for various competitive examinations by RICE, with placement cell

Intenrational seminar on Bengali literature and culture of WestBengal and Bangladesh, with Dept. of Bengali

Special Seminar on Application on ethics, jointly with Dept of Commerce and Philosophy

Professional developmental meeting for Teaching and Non-Teaching Staff on examinations

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

Plan of Action	Achievements/Outcomes
Decentralization of data collection process regarding submission of AQAR in timely manner	Data successfullly collected via various HoDs and AQAR submitted well in advance of the stipulated time. This process enabled proper record keeping of various activities by departments.
Conducting career counselling and career guidance programmes regarding examinations like NET, SET, Banking exams, Civil services etc	Conducted career guidance programmes in collaboration with Company Secretaries, RICE, regarding career after graduation. Organised a seminar on career at petroleum industries in collaboration with Dept. of Chemistry.
Process the files for Career Advancement Scheme for incumbents who have their promotion due	Successfully obtained nominee from Directorate of Public Instruction, Govt of Westbengal for verifiction and signature of CAS files for 33 incumbents.
Initiation of Mentor-Mentee programme	Each faculty members given a lits of 25 students , with whom they have conducted mentoring programmes, and formed whatsapp group to distribute various notices/informations. Outcome of this programme had a great positive impact on student's attendance in college and also in result of the general stream students.
Redesign Balurghat College website	Data of old websites were preserved in an organised manner. New team is given responsibility for redesigning the existing website, through proper official process , and successful domain registrations/upgradation.

13.Whether the AQAR was placed before	**Yes**

statutory body?

- Name of the statutory body

Name	Date of meeting(s)
Governing Body, Balurghat College	29/03/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	17/01/2023

15.Multidisciplinary / interdisciplinary

Interdisciplinary classes were conducted by both Department of Physics and Chemistry regarding quantum mechanics;

Special multidisciplinary seminars organised by Dept of Commerce and Dept. of Philosophy in collaboration with IQAC on application of ethics;

Multidisciplinary workshop and classes organised by Dept of Geography in collaboration with Environmental Studies .

Department of Bengali and Sanskrit has started interdisciplinary lectures in UG nad PG course.

16.Academic bank of credits (ABC):

National Education Policy thrives on the propspect of liberal educatio that sensitizes and enables students to the fundamentally crosslinked nature of all human knowledge and inner inquisition. To cater to the needs of thousands of students across the nation, NEP-2020 expects that all the country's higher education institutions shall be multidisciplinary by 2030 by setting up Multidisciplinary Education and Research Universities. NEP 2020 has rightly pointed out about the needs to develop the Academic Bank of Credit, so that the students have complete freedom for entry and exit during the chosen programme to any institution all over the country by lateral transfer of his or her Credit on their account. Moreover, NEP also accepted the right if the learners to pursue joint degrees between two Higher Education Institutions at the National as well as International Level. Cooch Behar College being

an affiliated college to University of GourBanga has no autonomy to Create Academic Bank of Credit in true sense at the college level. Only PG departments (Sanskrit, Bengali and History) has autonomy and can create academic bank of credit. However, with this objective Choice Based Credit System of academic programmes were completely adopted by the affiliating university from the academic session 2019-2020 and the syllabus of every programme had been thoroughly revised clearly mentioning the credit associated at every subjects in line with the UGC guidelines. The marks sheet provided to the students clearly depicts the credit earned by the student in the particular semester. The teachers also maintain the percentage of students in each subject separately and internal evaluation examinations are regularly conducted throughout the session so that the information regarding the credit earned by the students during and completion of each semester may be provided to the university before commencement of each semester examination. The University assembles all the records regarding the Credit due to each student separately.

17.Skill development:

Various Skill development programmes are undertkaen by departments of the college. Dept of Sanskrit organises sanksrit speaking courses. Dept of Geography and NSS unit has organised skill development workshop on sustainable development, swachhata and sustainability in the campus. Main challenges faced in a college like Balurghat College is, majority of the students come from rural areas, and many of them are first generation learners. They do not have proper skills to make themselves presentable in the job market after graduation. Balurghat College has taken initiatives to develop soft-skills among the students via various classes and programmes organised by Dept of English, Dept of Commerce, Science depts. NCC unit etc. Mock teaching programme is also a major part of the skill development of students, and helped the students immensely in confidence building. Placement cell has alreadt started work with various agencies and companies like TCS regarding long term training programme in soft skills which will make the students employable.

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

Balurghat College is well aware about the value of Indian knowledge system in the education and upbringing process of a student, and ready to accept these aspects of NEP 2020 as the same is very much part of Institutional Culture. Sanskrit and Bengali, two integral part of Indian culture and language, have PG departments along with UG departments. Each year on an averge more than 120 students are

enrolled in each of these departments in Hons and PG. If we consider general stream, these numbers go well beyong 1000 in each year. Also, in the CBCS curriculum, Modern Indian Language is a compulsory course all students has to chooose. Sanskrit department of our college organises lecture series, spoken sanskrit course, celebrate sanskrit week, and motivates students to learn sanskrit as a language of communication.

Department of Bengali also organises various lectures, seminars to integrate the knowledge in the language in astudent's academic journey, and also familiarises students with the evolution of the language Bengali over the years. Eminent academicians from Bangladesh also come to Balurghat College during seminars and lectures, and faculty members of the college publishes several books in Bengali that highlights the importance of the language in our lives.

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

NEP 2020 is the first education policy of the 21st century and replaces the thirty-four year old National Policy on Education (NPE), 1986.This policy aims to transform India into a vibrant knowledge society making both school and college education more holistic, flexible, multidisciplinary, suited to 21st century needs and aimed at bringing out the unique capabilities of each student. It aims to provide multi-disciplinary holistic education at the undergraduate level for integrated, rigorous exposure to science, arts, humanities, mathematics and professional fields having imaginative and flexible curricular structures, creative combinations of study, integration of vocational education and multiple entry/exit points. Balurghat College is prepared to accept this flexible curricular structure, and has the infrastructure to accomodate multiple entru exit point of the students. It is an affiliated college to University of GourBanga, so the student registration process for the examinations in CBCS system is dependent on University of GourBanga. The education is outcome based, and emphasis is given on the learning outcomes of the students at the exit points. Innovative methods of teaching learning are practised by the teachers right from the first semester, so that a student can achieve the learning outcomes at any point of exit during the curriculum. Programme out comes , Programme specific outcomes, and course outcomes are clearly stated in all the departments , and students are always encouraged to follow the guidelines regarding achieving POs, PSOs, and COs.

Infrastructure facilities like computational lab, equipped science

laboratories, smart class rooms, GIS , automated library enhances the focus on outcome based education in Balurghat College.

20.Distance education/online education:

Balurghat College has two study centers in its campus for Netaji Subhas Open University (NSOU) and Indira Gandhi National Open University (IGNOU). Thousands of students enroll every year in various course in these study centers and therefor cater needs of many students through distance education over last 20+ years. Separate coordinator for both he Open University study centers are chosen from faculty members of the Balurghat college, and they along with center-in-charge, ensures smooth and robust distance education system.

Online education has also been a part of teaching curriculum for Balurghat College faculty members for last 3 years. Additional classes, remedial classess, doubt-clearing sessions, mentoring sessions are organised in regular intervals during academic year via Google Meet, ZOOM, Microsoft Team platforms. In future several distance o education courses, and online courses , especially in vocational area, and skill development area would be offered by Balurghat College. Commmerce department is also preparing to offer online courses and certificate courses in finance and banking sector which will create awareness among the students in the job market of finance and banking sector.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**636**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**5354**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2	**1580**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	**1317**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**96**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**102**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**35**
Total number of Classrooms and Seminar halls	

4.2	**23**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**33**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The curriculum is set by University of GourBanga. The institute has designed a well planned master routine keeping into account the prescribed format of class distribution required for effective curriculum delivery. The ratio of honours and general courses hasbeen managed according to the requirement of UGC curriculum. The standing committee on academic affairs meet regularly to formulate strategies for effective curriculum delivery, and action taken report is well documented in minutes of these meetings. Internal assessment would carry direct weightage intotal marks in CBCS system for each paper.Student feedback system ensures the quality of the effectiveness in curriculum delivery, at the end of the academic year. Regularized class tests and laboratory tests has ensured proper delivery of the curriculum and preparedness of the students during academic session. ICT enabled teaching learning process has enhanced the quality and effectiveness of curriculum delivery. Use of various software, educational websites, and smart class room has enhanced the quality of curriculum content delivery .Proper and updated instruments as per equirement of the CBCS curriculum are provided to the students. Alongside student feedback, other modes of effective curriculum delivery is documented as completion of class loads as per routine, and well documented by IQAC.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.balurghatcollege.ac.in/central_routine_ac.php

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

The routine committee and standing committee of academic affairs designs a academic calendar at the beginning of the year including a guideline for conducting internal assessments throughout the year. Departmental HoDs also adhere to the academic calendar, and conduct continuous internal assesment procedures , and they submit the CIEs to IQAC from time to time. College also uploads the class routine in

college website and circulate among the students via whatsapp groups. Same is done for conducting internalassessments. Students are also given small project works, based on which they were evaluated. Assignments, writings are given in Arts subjects as a part of CIE.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://balurghatcollege.ac.in/academic-calendar.php

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

4

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

0

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

0

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

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. 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	Documents
Any additional information	[View File](#)
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View File](#)

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

1

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

8

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**C. Any 2 of the above**

File Description	Documents
URL for stakeholder feedback report	https://balurghatcollege.ac.in/academic-sss.php
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://balurghatcollege.ac.in/academic-sss.php

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

2439

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

1117

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

After periodic evaluation of the first year (HONS) students,2months after their admission, two categories of students are found

-advanced and slow learners, depending on their basic knowledgeand performance in these evaluations. As most of the students are first generation learners, Collegeuse to give special emphasis ontheir learning process and adaptability to the academic environment. To match up their compatibility different kinds ofmethodslike mock teaching, remedial classes, group discussions, interactive practical sessions, advanced learning by systematicseminars etc. are organized. For example, in mock teaching the advanced learners are asked to convey lectures on some particulartopics 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 and encouragethem to share their understanding and concepts with theirclassmates in the form of reverse classroom. To develop interest and confidenceamong students aboutthe subject,quiz andgroup discussions are arranged choosing various topics from syllabus. E-contents likeppt, flashcard, YouTube study videos and online animation are used to clear the doubts of the studentswhenever necessary. As most of the students come from Bengali medium schools, many of them face difficulties to follow Englishbooks and lectures. In remedial classes collegetry to provide study materials in Bengali to students so that they can quicklythe concept.

File Description	Documents
Paste link for additional information	https://balurghatcollege.ac.in/prospectus.php
Upload any additional information	View File

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

Number of Students	Number of Teachers
5354	96

File Description	Documents
Any additional information	View File

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

Different department of Balurghat college arranges various

studentcentric programmes that enable students to develop self confidenceand rectify their mistakes. Departments follows mainly chalk-boardlecture method,interactive method and participative method for holistic development of the students. Students activelyparticipate in various extracurricular activities held inBalurghat College. Annual exhibition held regularly in the collegepremises and students are encouraged to perform different projectworks with socio-economical values and scientific outcomes. Thetopics were demonstrated by all the students using differentcharts, models and practical demonstration. Faculty members of various departments conduct debates anddiscussions where students are encouraged to come with differentopinions and thoughts which pavethe way of arguments as well as away of learning. In most of the classes topics are discussedbriefly and problem solving methodology is used to check theirunderstanding about the topic. In the practical classes theapparatus and instruments are used individually so that they canacquire the knowledge of handling these by themselves. Thestudents regularly participate in the Youth ParliamentCompetitions . Various cultural and academic competitionsare also organized by which the students get the scope ofparticipative learning. Along with exhibition, some departmentsorganizeeducational and industrial visit in the nearby areas. Thestudents get the opportunity to have a hands-on learningexperience from the experts of the field of manufacturingindustries.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://balurghatcollege.ac.in/academic-cie.php

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

College has 4 dedicated smart class room (one smart room including smart board), and a mini conference hall with ICT facilities. The college has 5 portable overhead projector and 2 built-in overhead projector in Smart room and dept of bengali. Faculty members use these ICT tools to teach various topics that need ausio-visual demonstration for effective curriculum delivery.

All the departments have their individual whatsapp groups where communication is made regarding electronic version of study

materials, including video lectures, links to project work, assignment etc. All the general students are also enrolled in official whatsapp and telegram groups via which effective communication is established and study materials are aupplied regarding teaching-learning process.

Each faculty member is assigned atleast one class per week in ICT enabled classrooms, and a logbook of ICT rooms attendance is maintained. Central library has inbuilt KOHA software system for digitised check-in, check out of books. Abou 50% of 30000+ books in library has been enlisted under digital automation.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

96

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

96

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

35

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

1067

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

CBCS currucilum of University of GourBanga includes 20% of total marks for internal assessmentin each paper for laboratory based

subjects, and 36% for non lab based subjects. All the departments has definite mechanism for continuous internal evaluation via class tests, unit tests, mock teaching, experiential lerning like project work, field excursions, performance arts and display of creative ideas. Class tests are conducted atleast once for each paper during the semester in each course. Copies of class tests are evaluated and distributed among the students , and answers are discussed in doubt clearing classes.

Tutorials are conducted after assessing advance and slow learners in each class. Assignments are given on topics that need special discussion and attention, and students are assessed in the tutorial class based on assignments and tests. Some departments and courses demand submission of project work, through which students are also evaluated.

Attendance to classess constitute 40% of the assigned internal assessment for each paper. Minimum 75% of attendance are required for each student to be evaluated for each course/paper.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://balurghatcollege.ac.in/academic-cie.php

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

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.

Written application are sought from the students regarding any grievance regarding continuous internal assessment procedure, and addressed in timely manner, via resolving the issue through departmental meetings. Sometimes applications are forwarded to IQAC or Examination committe by HoDs to find quick solution. Each faculty member aslo resolve various issues relating form fillup, registration and any discrepancies in the marksheet, via their

mentoring whatsapp group.

Parent teacher meetings are held and the parents are always welcome to discuss or redress any grievance regarding their wards with the teachers.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://balurghatcollege.ac.in/academic-cie.php

2.6 - Student Performance and Learning Outcomes

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

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.

POs, PSOs, and COs are clearly mentioned at the beginning of the semester in all courses offered at the college, and are also displayed in all the departments. This helps the students to achieve the required outcome effectively.

File Description	Documents
Upload any additional information	[View File]
Paste link for Additional information	https://www.balurghatcollege.ac.in/courses-offered.php
Upload COs for all Programmes (exemplars from Glossary)	[View File]

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

Balurghat College is an institution which is affiliated to University of Gourbanga.PG programmes of Balurghat College are autonomous 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 : CBCS (choice based credit system) for curriculum provides ample scope for evaluation of POs and COs, continuous internal evaluation(CIE), and final university examiantion. CIE at Balurghat College includes regular class tests, unit tests, mock teaching.

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.Methodologies to evaluate the attainment of these course outcomes by indirect methods of assessment includesco-curricular activities, cultural competitions, laboratory tests, group discussions, projects and field works, educational tours, and student exhibition-cum-competition.

Student Achievements and awards:Students of Balurghat College have successfully participate in various competitions in state and nation, such as Youth Parliament, Young scientist project competitions, science fairs, quiz competitions etc.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://balurghatcollege.ac.in/academic-cie.php

2.6.3 - Pass percentage of Students during the year

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

1317

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://balurghatcollege.ac.in/academic-result.php

2.7 - Student Satisfaction Survey

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

https://www.balurghatcollege.ac.in/iqac/SSS%20Feedback%20and%20action%20taken%20report.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

Nil

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

1

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	NIL

3.2 - Innovation Ecosystem

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

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 pprocess. 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 adresses many environmental issues in the society. Various departments organise lecture series and "club" for transfer of knowledge. Faculty members organise workshops on health issues, environmental issues, yoga, fitness etc. For creation and transfer of knowledge, online portal is maintained by college where study materials are supplied, and various online platforms for knowledge transfers are introduced to the students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://balurghatcollege.ac.in/files/INECO-2021-2022.pdf

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

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

0

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.3 - Research Publications and Awards

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

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

4

File Description	Documents
URL to the research page on HEI website	https://balurghatcollege.ac.in/files/Research-guide-2021-2022.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

23

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

16

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

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. Yet Balurghat College organised an online Yoga event for students to make them aware about importance of Yoga in daily life, and how it can be practised to make one's mind stress free in these difficult times.

Dept of Economics and Commerce combinedly organised a seminar on application of ethics in daily life, and how ethics is important for society and as a human being. Balurghat College organised awareness programme and workshop in Malancha village of dakshindinajpur to make the villagers aware about cleanliness. Cleanliness programme and tree plantation was also done in village.

File Description	Documents
Paste link for additional information	https://www.balurghatcollege.ac.in/nss.php
Upload any additional information	View File

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

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

1

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

during the year

6

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

1111

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

0

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Balurghat College offers undergraduate programme in 20 subjects (16 hons) andPG programme in 3 subjects. PG division of Balurghat College is autonomous.The institute has adequate infrastructural facilities like 35 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. There is another smart class room cum mini auditorium in the museum building 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 more than 30000books, 50% of which is digitally indexed, 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.It has separate bio degradable and non bio-degradable waste disposal and waste management system. To maintain and raise awareness of hygiene among girl students the college has installed vending machine for easy acquisition of sanitary napkins.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://balurghatcollege.ac.in/files/isf-tl.pdf

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

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 institute also has all the required sports material in good condition and it have astore room for sports equipment and an office room for physical education.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. A mini audotorium in the 3rd floor of the museum building is used to organise cultural programmes. An open air stage (mukta mancha) is used for cultural programmes, fresher welcomes and other such events.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.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://balurghatcollege.ac.in/files/isf-sports.pdf

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

5

File Description	Documents
Upload any additional information	[View File]
Paste link for additional information	https://balurghatcollege.ac.in/files/isf-ict.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File]

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

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

25.22

File Description	Documents
Upload any additional information	[View File]
Upload audited utilization statements	[View File]
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File]

4.2 - Library as a Learning Resource

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

The Balurghat College Central Library customizes KOHA whichensures minimum paper usage in our library with major LMS standards. The software is working efficiently since its installation 29th July 2019 inthelibrary. The whole library system of circulation (Check-out, Check- in, Re-new of document, and cataloguing) is being done through this software. It also helps us to find out the required books of the library user and keep patron's management. Since the installation two times Annual Maintenance have done and still running effectively. It is fully compatible with the latest browser 'Google- Chrome'.Libraryhas 24x7 x 365 OPAC search facility. There are the provisions to upload and hosting of question papers, projects, thesis etc. and image galleries into this software. In

short, we can take a look herewith:

Name of the Library Management Software –KOHA, Version -18.11.06.000

Date of Installation -29.07.2019

Date of 1st time renewal- (01.11.2020 to 31-10-2021)

[The total number of UG books was accessed 10,495]

Date of 2nd time renewal- (From 01.11.2021 to 31-10-2022)

Number of UG + PG books accessed through KOHA: (12,218 + 3252 = 15,470 books till now.) and total number of books are = 33,186

Nature of Automation- "Partially Automated"

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://balurghatcollege.ac.in/files/opac-lib.pdf

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

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

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

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

0.389

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

677

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

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 11separate 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 11. 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 thefaculty and students. Average expenditure for inwi-fi internet connections is about Rs70000/- per academic session. Mr. Saikat Ghosh faculty of computer science has been apointed as designated system administrator of Balurghat college, and has successfully maintaining the IT facilities, and working rigorously to upgrade the facilities in the campus.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	<u>https://balurghatcollege.ac.in/files/isf-it.pdf</u>

4.3.2 - Number of Computers

33

File Description	Documents
Upload any additional information	<u>View File</u>
List of Computers	<u>View File</u>

4.3.3 - Bandwidth of internet connection in the Institution	**B. 30 - 50MBPS**

File Description	Documents
Upload any additional Information	<u>View File</u>
Details of available bandwidth of internet connection in the Institution	<u>View File</u>

4.4 - Maintenance of Campus Infrastructure

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

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

37.75

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

1.Maintenance of academic facilities- HoDs of respective departments place the requisitions for all academic requirements like reference books and journals, organizing special seminars, lectures, laboratory equipments and chemicals, 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.

Maintenance of physical facilities:a. Carpentry- The wooden furnitures like benches and desks of class and office rooms are well maintained and repaired by local vendors.b. Plumbing- Maintenance of the water supply to different departments and laboratories is done on call basis when necessary. c. Civil works- The physical status of building is regularly monitored by appropriate authority. All repairworks 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. 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.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	<u>https://balurghatcollege.ac.in/facilities-utilization.php</u>

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1160

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<u>View File</u>
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

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

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

0

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

C. 2 of the above

File Description	Documents
Link to Institutional website	https://balurghatcollege.ac.in/files/cbsei.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

175

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

175

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

5.1.5 - The Institution has a transparent

C. Any 2 of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

5

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

123

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

27

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	*View File*
Any additional information	*View File*
Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/state/national/international level (During the year) (Data Template)	*View File*

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

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. There is an active student member in IQAC, as per the latest guideline. Anwesha Sarkar, student of Maths dept., actively helps IQAC in various activities .Student council also helps students to attain required amount of attendance in class, and promote awareness among the students about importance of attending classes. Balurghat College has organised week long programme to celebrate student's week during 1-3January, 2022, where students took part in various cultural programmes and competitions. Various sports activities were also arranged during the student week celebration.

File Description	Documents
Paste link for additional information	*https://balurghatcollege.ac.in/activity-culevent.php*
Upload any additional information	*View File*

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

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

4	

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

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). The website has a provision for online registration of alumni members.

On 12/11/2021, an EC meeting was held with some invited members to organize AGM & Reunion on 12th December, 2021 of our Association.

Dr. Ujjal Poddar, MD, DNB, DM, Prof. & Head, Dept. of Pediatric Gastroenterology, SGPGIMS, Lucknow, an Alumnus, delivered lecture on 6th January, 2022 .

Mr. Prabir Kumar Biswas, Deputy General Manager (Operational), Regional HQ, BPCL (Retd.) , an Alumnus delivered a very motivational speech for the students on 15th March, 2022 over "Career Opportunities in Petroleum Industry"

Dr. Nitai Chandra Saha, MD, USA, aged 85, an Alumnus who donated more than seventy eight lakh rupees to his alma mater in the year 2001 for the building of Computer Centre in the college campus, shared his feelings & experience of his life among the faculty on 16th June, 2022. Balurghat College got the opportunity to felicitate him on that day .

Also, Alumni members have donated Rs 5 lakh for infrastructural and academic development of the college.

File Description	Documents
Paste link for additional information	https://balurghatcollege.ac.in/activity-alumni.php
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**B. 4 Lakhs - 5Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Balurghat College is one of the oldest Govt. sponsored college which began its journey towards excellence since 8thSeptember 1948.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.

Our Mission "Empowering through Education" To promote 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. 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, Finance Committee, Anti Ragging Committee, Research Co,ordination Committee etc.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	Documents
Paste link for additional information	https://www.balurghatcollege.ac.in/organogram.php
Upload any additional information	View File

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

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. Implementation of polices 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. 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.

File Description	Documents
Paste link for additional information	https://www.balurghatcollege.ac.in/organogram.php
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

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.

1.Admission: 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.

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.Wi-Fi: The College campus has secure Wi-Fi enabled with speed of 54 mbps. Students and staff are given anoption of getting a secure Wi-Fi connection on their laptops, tablets or smart phones.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://balurghatcollege.ac.in/adminis-spd.php
Upload any additional information	[View File](#)

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

The 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.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).

File Description	Documents
Paste link for additional information	www.balurghatcollege.ac.in
Link to Organogram of the institution webpage	https://www.balurghatcollege.ac.in/organogram.php
Upload any additional information	View File

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

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

In 1987, Balurghat College Employees co-operative Credit Society Ltd. was found. Almost all the teaching and non-teaching staffs are its members.Since its inception, it is taking loans from Dakshin

Dinajpur Central Co-operative Bank and distributing among the members. Besides, the cooperative has been abled 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 State Aided CollegeTeachers enjoy a special health scheme by Govt. of WestBengal named Swasthya Sathi.

Maternity leave, child care leaves and other benificial leaves including study leaves for higher education for faculty members are given to faculty members as per W.B. Govt. service rules.

File Description	Documents
Paste link for additional information	https://balurghatcollege.ac.in/activity-coop.php
Upload any additional information	View File

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

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

0

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

3

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

16

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

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 suthority 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 ofDept. of Higher Education, Govt of Westbengal, cannot design its own appraisal system separately. But the College has its own mechanism for collecting data from all faculties to fillup the AQAR data, through which it keeps records of all the development of faculty and staff members during the yea

File Description	Documents
Paste link for additional information	https://www.balurghatcollege.ac.in/iqac.php
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Audit preparations are done by college management, in consultation with Bursar and Accountat. 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 Form. 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. 2019-2020 Audit is completed, though the process has been delayed due to COVID19 pandemic. External Audit is done by Director of Public Instruction, Govt. of WestBengal

File Description	Documents
Paste link for additional information	https://balurghatcollege.ac.in/adminis-auditor.php
Upload any additional information	View File

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

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

3.38

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The institution follows transparency and democracy in the 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 abled to get funds from persons, trusts, M.PLAD, Zilla-Parishad, 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 likeD.B.T, D.S.T etc. The insitutution regularlymotivates 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 Committeee or the Building Committee initiates tender process (etender) with the concurrence of the Governing Body. The teacher members and non-teaching members of finance and purchasecommittees 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	Documents
Paste link for additional information	https://balurghatcollege.ac.in/adminis-auditor.php
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

1. Career awareness programme on Company Secretaries organised by IQAC in collaboration with Placement Cell. Lical press highlighted this exciting opportunities presented to the students of a remote town like Balurghat. 2. Career awareness programme for various competitive examinations by RICE, organised by IQAC with placement cell. More than 600 students of final semester atttended the workshops and were mae aware about various job opportunities after graduation. 3. Intenrational seminar on Bengali literature and culture of WestBengal and Bangladesh, organised by IQAC in collaboration with Dept. of Bengali. Speakers from Bangladesh graced the occassion. Students and faculty members were enriched immensely through the discussion. 4. Special Seminar on Application on ethics, organised by IQAC jointly in collaboration with Dept of Commerce and Philosophy. 5.Professional developmental meeting for Teaching and Non-Teaching Staff on examinations, meeting with faculry members regarding career advancement scheme.

6. Collection of data from all the HoDs regarding AQAR . IQAC conducts regular meeting with HoDs to formulate strategies regarding collection of data from department. Departments submit all the data along with supporting documents to IQAC, IQAC members then finally fill up the AQAR based on those data.

File Description	Documents
Paste link for additional information	https://www.balurghatcollege.ac.in/iqac/IQAC-Minutes-of-meeting-2021-2022.pdf
Upload any additional information	View File

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

Balurghat College has a standing committtee on academic affairs which meets about 4-5 times during year, and provide feedback on the teaching learning process, continuous evaluation process and innovative techniques that can be included in the existing curriculum. Based on their feedback, IQAC formulates strategies that can be executed in the classroom and increaste the effectiveness in curriculum delivery, and can increase student's participation in CIE. Htrough mentoring programme, student's attendance has significantly increased during 2021-2022 academic session, and various departments organised short seminar and lectures in collaboration with IQAC, to increase general interest of the students on subject. Blended mode of teaching (classroom +online) was part of teaching method during this academic year as well.

Continuous Internal Evaluation process is a major part of teaching learning at Balurghat College, and all the departments strictly adhere to this plan. This benifits the students immensely during their university examinations, and proper record of CIE also helps in internal assessment of a particular student.

File Description	Documents
Paste link for additional information	https://balurghatcollege.ac.in/iqac/IQAC-ActivityofTeachingLearningProcess2021-2022.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA) | D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.balurghatcollege.ac.in/iqac/IQAC-Minutes-of-meeting-2021-2022.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Balurghat College promotes gender equity among the staff members, and always make sure that the working environment in the college provides equal opportunity to both men and women staff members. All the standing committees including IQAC have representations from both men and women staff members with atleast 30% women members in each of the committes. Sanitary napkin vending machine is placed in Girls common room in 2019, and continues to provide facilities for women students in the college.

Women development cell of Balurghat College observed International Women's day on 8th March, 2022 through various activities including a seminar on " Gender Equality Today for a Sustainable Tomorrow". Other activities included an essay writing competition and poster competition on the same topics. Honourable Vice Chancellor of Dakshin Dinajpur University,Prof.Sanchari Roy Mukherjee, was the guest speaker of this seminar. Dr. Pankaj Kundu, Principal, Balurghat College, Dr. Ripan Sarkar, Teacher's Council Secretary, Balurghat College and Dr. Subhashis Biswas, IQAC Coordinator, Balurghat College , delivered lectures on the seminar, emphasizing the need of gender equality in the decision making process of the society, to have a sustainable future. They all stressed upon how the working environment in academic institutions need to promote gender equity, and urged all the stakeholders to build a collaborative work culture.

File Description	Documents
Annual gender sensitization action plan	https://balurghatcollege.ac.in/files/cul-comm-event-2021-2022.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://balurghatcollege.ac.in/facility-isf.php

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

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.

Solid waste management : Coloured Dustbins are kept at specific places in and around the Campus. 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 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 throughproper waste management and waste disposal protocols. · Waste water from

hostels is used for kitchen gardening.

E-waste management : All the E-waste like non-working laboratory equipments, computers, printers, monitors etc are sold as scrap materials to the vendors for recycling.The obsolete items are ruled out of the stock register for the future records which ensure safe recycling.

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

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

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

`C. Any 2 of the above`

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

`C. Any 2 of the above`

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

Balurghat College always promotes harmony and inclusiveness in its approach and curriculum. It organises programmes that reflects social harmony, cultural inclusiveness and regional aspects of the society. Independence day, Republic day, International Mother language day, International Women's day, National Sports day, birth and death anniversaries of famous personalities are celebrated in the college.

Students of Balurghat College comes from a diverse socioeconomic and communal background, and college takes initiative to create an environment which is inclusive to people from all strata of socio-economy. College provides and arranges for various scholarship schemes that enables students from poor economic background to continue higher study at the college. It is an equal opportunity college, where students and staff members from all religions and religious beliefs can work cohessively, and can appreciate their own religion without any bar. College observes and celebrates religious holidays from all faiths like Good Friday, Christmas, New Year's day, Mahabir Jayanti, Ram Nabami, Doljatra, Shivratri, Eid-ul-Fitr, Muharram, Guru-nanak's birthday, Janmashtami, Eid-ul-adha etc.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

Balurghat College maintains code of conduct for all its employees and clearly displays the code of conduct handbook in its website. IQAC and college authorities organises various awareness programmes including orientation programme for students for sensitization of students regarding values, ethics and responsibilities as citizen of India. value system includes following of proper procedures during continuous internal assessment, conduction of classes and curriculum delivery, behaviour of students in campus. Students and staff members are also encouraged for participation in various programmes that inculcate Indian culture and heritage in curriulum delivery and everyday life in college.

Department of Commerce and Philosophy jointly organised a seminar on application of ethics in business, and in general students were benifited from this kind of seminar. Administrative meeting were held with teaching and non teaching staff members , making them aware about responsibilities regarding free and fair conduction of university and other examinations in college premises. NSS and NCC unit work relentlessly throughout the year , and students and faculty members involved in NSS and NCC unit displays their role in fulfillment of constitutional obligation through these duties.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.balurghatcollege.ac.in/nss.php
Any other relevant information	https://www.balurghatcollege.ac.in/code-of-conduct.php

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

India is a country with cultural diversity and many festivals are celebrated within the country. To maintainideals 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.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. International Women's day (8th March), National Sports Day (29th August), International Yoga day (21st June) is also celebrated in the college via various programmes, seminars.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.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

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

Best Practice- 1

'Social Welfare Activity' at Nadan Niketan, Rural Awareness Society

Objectives:

- **Donation of grocery items to help the underprivilged in Hajrabari village of Tapan Block, Dakshindinajpur district**

Context::

Balurghat College always aims to fulfill its social responsibility, and contribute to the development of local community.

Practice:

NCC Unit Balurghat College have organized a 'Social Welfare Activity' at Nadan Niketan, Rural Awareness Society, Vill. - Hajrabari, P.O - Vikahar, P.S- Tapan, Dakshin Dinajpur, with donation of different grocery items (such as Rice – 200kg , Masur dal - 10kg, Motor dal - 4kg, Mustard Oil - 15kg etc.) on 29.06.2022. The total cost for this purpose was Rs – 11950/-.

Evidence of Success:

Geotagged photographs are uploaded in the college website as evidence of success.

Problems encountered and resource required:

More funding will enable Balurghat College to carry out more such activities in near future.

Best Practice - 2

swachhata and sustainability campaign

Objectives: To make the students community aware about the clean environment

Context: "Swachhata Hi Seva" slogan by Govt. of India

Practice: Awareness camp and Swachhata abhijan in college campus throughout 1 week (28/5/22 onwards)

Evidence of Success: District Green Champion award and geotagged photos

Problems: None

File Description	Documents
Best practices in the Institutional website	https://www.balurghatcollege.ac.in/ncc.php
Any other relevant information	www.balurghatcollege.ac.in

7.3 - Institutional Distinctiveness

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

Effective curriculum delivery to students of all socioeconomic background and demographics is one area distinctive to priority and thrust ofBalurghat College.To implement efffective curriculum delivery, college has taken measures to ensure maximum participation of students in regular classess. To make this happen, college authority has come-up with a master mentoring programme plan with direct communication between mentors and mentees.

In this large scale mentoring programme,each faculty members assigned 25-30 students. Faculty members were provided a list containing phone number and roll number of students . Each mentor faculty member created a whatsapp group, via which they have provided information to the students regarding class routine, reggistration and form fill up for university examinations, extension of deadlines, modifications in the exam procedure, notices regarding various schiolarship schemes etc. The faculty members also conducted face-to-face meetings with the mentee students, atleast twice in a semester, and listened to their problems, and provided solutions to best of ability. . A core committee of 3 faculty members were assigned the duty of monitoring the mentoring programme.. They submitted the report periodically to principal of the college after meeting with mentors. IQAC assisted all the stakeholders in the whole process.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	[View File](#)

7.3.2 - Plan of action for the next academic year

- **Effective curriculum delivery via innovative methods of teaching and learning, by increasing the number of continuous internal evaluation process and methods**
- **Conducting Campus Youth Programme by corporate houses like TCS, Infosys for recruitment of students in non-technical post (by Placement Cell and IQAC)**
- **Conducting career awareness programmes by various institutes regarding competitive exams**
- **Organising national and international seminars by various differents**
- **Execution of Mentor - Mentee programme**
- **Felicitation of successful students in JAM, NET, SET etc**
- **Completion of CAS procedure for incumbents whose promotion is due**
- **Research coordination committee to promote submission of research projects to funding agencies**
- **Connect with local community, schools etc.**
- **Awareness cum recruitment drive by Army, Air Force, Navy**
- **Orientation programme for faculty and student members regarding curricular and co-curricular aspects of college**
- **Celebration of 75 years of Balurghat College via various cultural programmes, seminars, infrastructure development**