YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution   Berhampore College

- Name of the Head of the institution   Dr. Samaresh Mandal

- Designation   Principal

- Does the institution function from its own   Yes
  campus?

- Phone no./Alternate phone no.   03482355314

- Mobile No: 9474319266

- Registered e-mail   berhamporecollege.in@gmail.com

- Alternate e-mail   bpc.naac@gmail.com

- Address   20 C. R. Das Road P.O. -
                                                               Berhampore

- City/Town   Berhampore

- State/UT   West Bengal

- Pin Code   742101

2.Institutional status

- Affiliated / Constitution Colleges

- Type of Institution   Co-education

- Location   Urban

- Financial Status   **Grants-in aid**

- Name of the Affiliating University   **University of Kalyani**

- Name of the IQAC Coordinator   **Dr Indrani Basu**

- Phone No.   **03482355314**

- Alternate phone No.   **8017766469**

- Mobile   **8017766469**

- IQAC e-mail address   **anupriyaindrani@gmail.com**

- Alternate e-mail address   **berhamporecollege.in@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://www.berhamporecollege.in/Pdf/AQAR/AQAR-2020-2021.pdf

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://www.berhamporecollege.in/Pdf/Academic%20Calendar/Academic%20Calendar%202021-2022.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**B**	**2.33**	**2022**	**10/08/2022**	**09/08/2027**

6.Date of Establishment of IQAC   **07/07/2012**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NSS unit of Berhampore College	**Swachh Bharat Mission under Swachhta Action Plan**	**Regional Directorate, Kolkata**	**04.03.2022**	**Rs. 15000/-**

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   `2`

- 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   [View File](#)

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

- If yes, mention the amount

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

`? By the recommendation of IQAC of Berhampore College more class rooms with desirable physical facilities and nine smart class rooms have been constructed. ? IQAC have taken necessary steps for keeping academic ambience during pandemic situation through on-line medium. ? Programme on Swachhta and constitute the working groups Post COVID-19 for Sanitation & Hygiene, Waste Management, Water Management, Energy Management and Greenery. ? IQAC have decided to sustain endeavor for enhancing the knowledge on online teaching , learning and evaluation by using LMS, e-resources. ? There were organized several number of programmes regarding social responsibilities through NSS unit and counsel the students through moral support. 202`

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
To submit SSR for reaccreditation of NAAC for 2nd cycle	SSR submitted on 15.09.2022 and pre - qualified for NAAC on 18.05.2022
To submit AQAR for academic session 2020-21	AQAR of 2020-21 prepared and ready to submit
Recommended the construction of more class room with physical facilities and smart class rooms also	A new academic building Derozio hall inaugurated. 7 room have furnished with smart board and 8 class room are constructed.
IQAC have decided to keep academic ambience as prior during pandemic situation through on-line medium.	IQAC guaranteed quality education.
IQAC have decided to take initiative for raising knowledge of teaching staff on administrative affairs.	Each Department published wall -magazine.
IQAC have decided to sustain endeavour for enhancing the knowledge on online teaching , learning and evaluation by using LMS, e-resources	Prepared the Academic Calender, including important events, circular, co-curricular and extension activities
Should Perform social responsibilities through NSS unit and counsel the students through moral support.	NSS unit organised 55 programmes on social and cultural issues, counselled the students with OST and adolescent counselor in MMCH and Adopted slum area and organised some awareness, health check up programme during special camp.
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Have decided to take steps to open certificate course and organize some counselling programme.	Celebrated IYD, 2022
With reference to "Catch the rain, when it falls, where it falls" as the campaign under the "Jal Shakti Abhiyan: Catch the rain" by Ministry of Jal Shakti, house resolute that a water reservoir will be constructed on an urgent basis in the college campus before the coming of monsoon so that rain water can be caught and used for several purposes.	Constructed the water reservoir.
New vending machine with incinerator should be installed	New vending machine with incinerator installed
To Prepare Gender audit report	Prepared Gender audit report
To Prepare academic and administrative audit report	Prepared academic and administrative audit report
To Prepare Green audit report	Prepared Green audit report

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing body	18/05/2023

14. Whether institutional data submitted to AISHE

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Name	Date of meeting(s)
Governing body	18/05/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	20/01/2023

15.Multidisciplinary / interdisciplinary

Berhampore College believes that interdisciplinarity is the future of pedagogy and paves the way to holistic education. The very nature of Kalyani University curriculum aids and facilitates interdisciplinary delivery. Interdisciplinarity breathes life into education and helps the reader internalize the socio-political backdrop out of which the texts emerge. A holistic understanding of text can only be brought about through a more detailed understanding of the cultural and historical contexts which frame the text. The department of Economics frequently collaborates with mathematics and commerce departments through field works and projects. The Department of Philosophy shoulders the responsibility of value-added courses, as well as the one-day awareness programmes on Social and Ethical issues. The department of English collaborates with the Political Science Department and the History department to organize lectures while studying texts on Partition Literature and Russian Revolution. In the post covid period, many departments organized collaborative interdisciplinary discussions which emphasized the necessity of interdisciplinary in today's age to understand something that transcends the simple disciplinary boundaries and see how the fields of medicine, epidemiology, economics, political science, ethics, philosophy and historically-rooted cultural identities come into play during a pandemic.

16.Academic bank of credits (ABC):

  The endeavour of University Grants Commission to open Academic Bank of Credits (ABC) is definitely a revolutionary way to understand the higher education system in India. virtual/digital storehouse will contain the information of the credits earned by individual students throughout their learning journey. The definition of credits in higher education systems may be based on different parameters, such as student workload, learning outcomes and contact hours. Our institution is yet to register itself on ABC (www.abc.gov.in). However, we had been creating awareness among the stakeholders about the ABC facility and had been trying to prepare storehouse of students' information. In addition an open and distance learning course is in progress since 2009 reflects both the fact that all or most of the teaching is conducted by someone who is away from the learner, and that the mission aims to include greater dimensions of openness and flexibility, whether in terms of access, curriculum or other elements of structure.

17.Skill development:

Skills development programme for students is a mean through which

we can mitigate the problem of un- and underemployment and improve standards of living by enhancing productivity. Our institution is deliberately trying to open some skill development programmes for its students which should be suitable for its local need by using local resource, not a mere imitation of others. This process of searching suitable schemes became jeopardized during pandemic period. However, after the bad times, we had been constructing some cell which will actively take initiative to open resource specific skill development programmes. At the very outset we organized a two days career counselling programme in collaboration with Rotary club Kolkata-Sutanuti on virtual mode where resource person from eminent skill development Centre interacted with students and furnished several information on several skill development programme. We arranged a programme on civil defence also where students got training on civil defence. Some conversations had been making with reputed institution in the field of skill development. We hope very soon we will commence the suitable skill development programme for welfare of our students.

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

We believe that Indian Knowledge systems have evolved over a millennium and the facilitators emphasize systematized knowledge acquisition through integrating ancient means of knowledge within modern texts and through modern experiences. The college pays its due homage to the oldest compositions of knowledge including ancient scripture, texts, as well as tribal and minority literary works and study of history. Through the incorporation of Sanskrit and Bengali languages within the curriculum and using them as primary modes of instruction outside and inside the classroom, we attempt to honor not just these but all traditional Indian languages. The CBCS syllabus under Kalyani university includes such vital texts as excerpts from Mahabharata and in Sanskrit the syllabus also includes Mricchyakatika and AbigyanamShakuntalam. These Sanskrit dramas are taught keeping in mind the historical significance of texts within our rich heritageand origins of Indian dance-drama (text of dramatology). Furthermore, the college makes it an unfailing practice to observe world yoga day each year for the upliftment of mind and spirit of the learners.

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

At Berhampore College the teaching plan always has a clear point of focus based on the life skills, basic skills or professional and vocational skills that they are meant to impart onto the

learners. Since after the COVID 19 lockdown and the continuation of offline classes, there has been an increased emphasis on soft skill development though group work and activities that strengthen leadership skills as well as team work. The teachers ensure an adequate focus on critical thinking and logical reasoning skill through learner centric education and constant shift between brainstorming and discussions and lecture based teaching methods. The college has an active career counselling cell which attempts to introduce the students at an early stage to modes and avenues of employment though webinars, seminars and workshops organized within college. At the incipient stage of every semester each department awares their students about course and programme outcomes of the concerned subject. At the completition of every semester-end examination departmental meeting had been arranging to discuss the attainment of course outcome and takes the necessary steps if needed under the guidance of IQAC . Finally, after the publication of result of 6th semester, each department had been preparing their information sheet of students' progression and submit to IQAC.

20.Distance education/online education:

The college is equiped with internet access which gives the teachers a chance to use e-materials when needed.During the Ist quarter college was closed due to pandemic , so teachers have not had access to these resources instead, they have created Google class rooms, What's app groups, Google meeting links through which they continued teaching-learning process uninterrupted. They have used jam boards, prepared Google slides to present lectures and spread sheets for keeping records of attendance, etc. E-register has also has been created. Some teachers have prepared their own website where they posted study materials for their students.It organized some online essay writing competition as well as quiz competition.NSS volunteers prepared some awareness videos. They were also participated National Youth Festival on virtual mode. We conducted three webinar.On line career counseling as well as psychological counselling were organised. l In spite of such initiatives, a large section of students could not reap benefits of the efforts due to lack of internet facilities available to the the students at home.

Extended Profile

1.Programme

1.1	22

Number of courses offered by the institution across all programs during the year	
File Description	**Documents**
Data Template	View File

2.Student

| 2.1

Number of students during the year	**7646**
File Description	**Documents**
Data Template	View File

| 2.2

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**2307**
File Description	**Documents**
Data Template	View File

| 2.3

Number of outgoing/ final year students during the year	**1048**
File Description	**Documents**
Data Template	No File Uploaded

3.Academic

| 3.1

Number of full time teachers during the year	**23**
File Description	**Documents**
Data Template	View File

| 3.2

Number of Sanctioned posts during the year	**28**

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

4.Institution

4.1 Total number of Classrooms and Seminar halls	**26**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**323.5**
4.3 Total number of computers on campus for academic purposes	**31**

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 college follows a well-structured procedure in order to ensure effective delivery of the curriculum designed by the University of Kalyani. The final academic plan is incorporated into the academic calendar which is based on the academic calendar provided by the University and is then circulated to all the stakeholders. The academic plan is prepared by taking inputs from all the faculty. This plan is prepared byhaving discussions in the IQAC, and procedural academic sub-committee meeting held in the beginning of each session. The heads of the departments distribute the syllabi among their faculty members and monitors the implementation and progress of the academic plan. The feedback is taken from all the stakeholders regarding the curriculum implementation of previous year and later it is incorporated into the academic plan. Feedback from the students is also taken by the HODs in the course of delivery of thecurriculum. If a faculty fails to finish his/her syllabi within the stipulated time, extra classes are arranged for him by the respective departments for the benefits of the students. Tutorial and Remedial classes have been initiated as per neceissity for the students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.berhamporecollege.in/Pdf/Academic%20Calendar/Academic%20Calendar%202021-2022.pdf

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

The Academic Calendar of the College is displayed on notice book in staff room, notice boards hangs onwall and on the college website www.berhamporecollege.com. The schedule for evaluation given in the Academic Calendar. The institutional Academic Calendar is prepared by the Academic Calendar Sub-Committee . Every department submits a detailed report of their academic and other activities regarding academiccalendar to the Academic Calender Sub-Committee trough IQAC. A comprehensive academic calendar is prepared by thecommittee through the various discussion of heads of various departments, and the Principal with the help of IQAC.

This calendar includes college rulesand regulations, and other details like time schedule for tutorial and remedial classes, probable dates of class tests and Mid-term test, Schedule for counselling session, university examinations, list of Holidays and vacations, etc. Along with these, Academic Calendar is also published having detailed informationregarding the college activities throughout the year such as probable dates for publication of result, dates for different programs, sports and special events. The College Prospectus, Academic Calendar, institutionalnotification, notifications and circulars from the affiliating university are circulated amongst the faculty and students to aware them about evaluation process.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	https://www.berhamporecollege.in/Pdf/Academic%20Calendar/Academic%20Calendar%202021-2022.pdf

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

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

1.2 - Academic Flexibility

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

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

22

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

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

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

1

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

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

31

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

31

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 College offers one General & Compulsory Undergraduate course which address Environmentand Sustainability and Human Values. The above course is affiliated to the University of Kalyani.Topics related to this issue is taken up for quiz and debates during different functions organized by different departments.

Equal opportunities are given to both the genders in terms of admissions, employment, trainin gprogrammes, sports activities etc., and so gender issues do not arise.College encourages women faculty and students to participate in events focusing on women empowerment and promoting leadership qualities in women.

Teacher's day is celebrated with vigor in the institution campus. Girls and boys participate invarious co-curricular activities such as group discussions and technical quiz and debateprogrammes.

Both boys and girls are made members of NSS which is associated with various co-curricular and extracurricular activities.

Students are also encouraged to participate in different activities on social responsibilities organized by other institutes in the district.

Awareness programmes are also initiated by NSS which is extensively carry out different activities for environmental protection and social responsibilities.

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

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

5

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

73

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	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.berhamporecollege.in/Pdf/Feedback/21-22/Students_&_teachers_feedback_analysis_2021-22.pdf

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 sanctioned seats during the year

5111

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

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

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

1690

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

2.2 - Catering to Student Diversity

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

The endeavour of this institution is to open up the world of knowledge to the different strata of pupils to such an extent that, each of them is able to absorb knowledge according to their own needs and capabilities and accrue real benefits. Devoted teachers and responsible IQAC conduct counselling at the time of admission on the basis of students' performances in the last board examination. As a general practice, at the commencement of the semester, the teachers interact with the students to ascertain their background, choices of subject stream, medium of education, as well as gauge their shortcomings and future expectations. The teachers identify the slow and advance learners by interacting with them during the class hours. A system of continuous evaluation also helps the teachers assess the progress of the students. This process of evaluation consists of written examinations, open book tests, group presentations, seminars, quiz, symposiums, debates, projects, practical examinations with viva, written assignments, surprise tests through ICT enabled tools (like Google class room, PPT presentation, etc) and class participation, etc.

File Description	Documents
Link for additional Information	https://berhamporecollege.in/Pdf/Criteria/Criteria 2.2.1.jpg
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
3886	23

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

teaching –learning processare: - I) Interactive learning/ Participative learning: Practice: Fundamental concepts of the subject matter are discussed . Students are encouraged to raise questions. Success of this techniques depends on mentor-ward system and teacher-ward tutorial system. This year open book tests and class tests were not possible due to closure of the HEI. A national level webinar was organised. Students made awareness videos. ii) Collaborative learning: Practice: Collaborative learning is an umbrella for a variety of instructive tactics involving joint efforts of students and teachers. All our regular programmes were not possible to organised physically. One of the important wings of the College is National Service Scheme NSS organised several online awareness programmes, conducted various e-quizes, arranged on-line posters, recitation and essay competitions, helped covid affected citizens and distributed sapling, etc.. iii) Independent learning: Practice: Successful implementation of independent learning depends on a number of external and internal factors. External factors like mentor-ward system, access to automated library facilities with large collection of books and journals and use of ICT tools can create a strong relationship between teachers and students and provide comprehensive latest information to students. This yearteachers shared several e-contents and e-resources .

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	https://berhamporecollege.in/Pdf/Criteria/Criteria_2.3.1.jpg

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

College has been equiped withvarious ICT-enabled learning resources (like learning in virtual class room, computer laboratory, access to partially automated library system, provision of getting subject specific e-resources, etc) towards the end goal of promoting a positive teaching-learning attitude amongst students. The college is also equiped with internet access which gives the teachers a chance to use e-materials when needed.During the Ist quarter college was closed due to pandemicperiod so teachers have not had access to these resources instead, they have created Google class rooms, What's app groups, Google meeting links through which they continued teaching-learning process uninterrupted. They have used jam boards, prepared Google slides to present lectures and spread sheets for keeping records of attendance, etc. E-register has also has been created. Some teachers have prepared their own website where they posted study materials for their students. In spite of such initiatives, a large section of students could not reap benefits of the efforts due to lack of internet facilities available to the the students at home.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://berhamporecollege.in/Pdf/Criteria/Criteria_2.3.2.jpg

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

23

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

2.4 - Teacher Profile and Quality

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

23

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

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

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

08

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

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

2.4.3.1 - Total experience of full-time teachers

351

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

2.5 - Evaluation Process and Reforms

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

At the initial stage each department has conducted a meeting mentioning the preparation of time schedule of the examination as an agenda. After resolute the time schedule and mode of the examination , they communicated with IQAC. Thetime schedule , the mode of examination and syllabus ofexaminations of class-tests, mid-term tests, internal assessment ,etc are intimated to the students at 15 days prior of the examination throughcentral notice or by a provisional notice. During pandemic phase Institution has opted ICT enabled evaluation methods .Each department conducted internal assessments through Google forms where point values were given so that students could know their marks and learn from their errors immediately. Some e-assignments were provided by certain departments. If the students' shortcomings werediscussed during the lecture session by the faculty members. e-answer-scripts of internal assessment as well as final semesters under CBCS were preserved by the college authority since the University calls for the evaluated script if needed. Students were advised to report their grivances about the transparency of the examination, if any to the grievance redressal cell for solution. Grivance redressal cell resolute the matters in consultation with IQAC.

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

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

Each Department of our institution conductedtheir academic activities as per their academic calendar. The checked answer-

scripts were provided to the students after15 days of completition of the examination. The doubt and enquiries of the students regarding the pattern and contentof the answers were clarified by the examiners. The schedule for class tests and Mid-term tests were prepared by individual departments. Performances of the students were evaluated in departmental meeting . Some Parent-Teacher Meeting were organised in college campus . Other-wise teachers communicated with the guardians over phone and inform them about the performances of their ward. If there was a marked discrepancy between class-performance and performance in examination of a student, and if the cause lies outside the purview of academics and in such cases, the student was counselled by a mentor sympathetically. All such endeavour at department level were shared with IQAC.Students were advised to report their grivances about the transparency of the examination, if any to the grievance redressal cell for solution. Grivance redressal cell resolute the matters in consultation with IQAC.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated along with allocation of the syllabus by each department at the time of commencement of each academic session and displayed on the college website and communicated tostudents under the surveilance of IQAC. Mechanism of communication of COs Decided by the Board of studies of University of Kalyani and furnished among the Head of the Department of different subjects in the affiliated colleges under this University. Head of the Departments share their view with members of the Departments during Departmental meetings.The result is posted on the college website.This is later posted on the college notice board and it is also intimated to the students in the class room teaching by the teachers of the concerned department through several discussions . If students find any difficulties in understanding theProgram outcomesand course outcomes, they may put a note in the grievance redressal cell and that cell tries to solve the problem in consultation with IQAC.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Attainment of program outcomesand course outcomes are duly evaluated by the IQAC in friendly collaboration with the departments. One of the methods that each department follows to assessthe performances of students in different examination and attendance of regular classes and special classes (like tutorial and remedial classes) is to discuss the agenda in departmental meeting ,resolute them and give feedback to IQAC.. Another important mechanism of attainment is to collectfeedback from students. College has a Grievance Redressal Mechanism, where the students can also place their problems at any point of time . Parent –teacher meet is organised by individual departments if required . Keeping the merit list at the time of admission, the award lists of final examination , award lists of internal test , records of successful students who have absorbed into different jobs and progressed to higher education,etc. are practices of our institution .Some departments hold field tour, field survey, workshops, seminar etc to attain the POs and COs . College provides books apart from those that are prescribed in the syllabus from the library students . Successful students are rewarded on 5th September with books or cash which encourages students to excel.

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

2.6.3 - Pass percentage of Students during the year

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

1048

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	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

https://www.berhamporecollege.in/Pdf/Feedback/21-22/Students_&_teachers_feedback_analysis_2021-22.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)

0

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

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

3.1.2.1 - 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	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

2

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

4

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

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

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

6

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

3.3 - Extension Activities

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

Berhampore College is committed for doing social responsibility. College has organized several extension activities tothe social issues among neighborhood community along with the students of the college.The students of Berhampore College aretaken active part of different social and cultural activities in campus and off campus of the college.There are several pogrammes have been organized by the NSS and other cells of the Berhampore College which are listed below:

Observation of International Youth Day and NSS Day,Independence Day, National Voluntary Blood Donation Day, National Voter's Day, Republic Day, Women's Day, Environment Day, Yoga Day, No Tobaco Day,Blood donation, groceries es distribution, Hepatities day, Eye donation camp, organized several awareness related programs etc.

The students are motivated to take part of the different social activities, cultural programme etc for which they accumulate some knowledge through the corresponding fields, so that they inculcate it to the neighboring community time to time.

Apart from that NSS volunteers were regularly involved in social work activities as COVID warriors. They were delivering food, Medicine, oxygen cylinders and other necessities to the destitute people along with donating blood.

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

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

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies 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	**No File Uploaded**

3.3.3 - 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

3.3.3.1 - 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

52

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/

NCC/ Red Cross/ YRC etc., during the year

3272

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

2

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Berhampore college has adequate infrastructure in accordance with its academic growth .the institution is constantly in a process of augmenting optimum utilization of available space and its maintenance. College administration makes highest endeavour to be aware of the new-fangled ways to cater maximum academic facilities within a defined zone line.

There are 26 classrooms with green board, microphone, and fully furnished, well ventilated, spacious lecture room for conducting theory classes. Among them, 7 classrooms are furnished with LCD projector and internet facility to adopt advance teaching methods.

There are 4 laboratories to carry out the academic experiments such as Geography lab, Economics Lab, computer lab and film studies lab. Three additional rooms are also allotted for Film studies, Geography and Computer laboratory department.

There are 31 desktop computers with desktop that are only used for students' purpose. There are 27 computers which are used for official purpose. All the computers are connected with internet facilities. In addition to the regular activities, students can download any kind of study materials, prepare reports, power point presentations etc. The network speed is 30 MBPS.

There is one air-conditioned seminar hall with good audio-visual facilities. It has 120 seating capacity .College has its well-equipped, fully air conditioned auditorium with seat capacity. Both the seminar hall and auditorium are used for student seminars, debates and quiz competitions, Departmental seminars, conferences, workshops and various kinds of interaction programmes with students.

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

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

The college authority helps students to participate in both outdoor and indoor games. Indoor game facilities like Table Tennis, Carom, Ludo, and Chess are provided to the students. Gymnasium has been installed in the college for physical exercise. It can be used by the students, free of cost. The Gymnasium allows the students to feel reinvigorated, after their hectic class schedule. In addition to this, there is a small playground for and outdoor games. Both girls' and boys' common rooms have the facilities for indoor games. Our College encourages the students to participate in different sports and games.

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

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

07

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

07

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<u>View File</u>

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

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

323.5

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

4.2 - Library as a Learning Resource

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

Berhampore College Library is partially automated with KOHA library management software 16.11.09 version since 2018. Library services such as Cataloguing, Circulation, patron card creation, advance searching, report generation, are partially computerized. Library also has OPAC system for students, teaching, and non-teaching staff, which can be accessed within the library premises. We also have subscribed to NLIST E-resources since 2019. Berhampore College Library blog has designed to disseminate various information like question papers of previous years, current awareness services, various important links of study materials according to syllabus of the Mother University as well as links for open access E-resources and materials regarding carrier guidance. Library also provides job related links through college library blog.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more 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)

0.092

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

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

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

40

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

4.3 - IT Infrastructure

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

The College has sufficient IT facilities for strengthening the teaching and learning process.

The computer lab is equipped with 31 computers with required software and antivirus. The computer lab is powered by reliable

service providers to ensure uninterrupted usage of computers. 7 LCD projectors in classes are available to provide effective teaching for the students. 7 smart classrooms are present in the college which are used by different department. One LCD projector is also present in auditorium to organize various types of seminars and workshops.

There is an audio-visual unit for the film studies department which has components like T.V, V.C.D, V.C.R., 16 mm projector, handy cam etc.

Printers, scanners, and xerox facilities are available for faculty members, they can use these facilities only for official purpose.

The college campus is WI-FI enabled. Faculty members can access Wi-Fi in the campus to acquire additional information, carry out research activities, and download information for the students. College library has a smart TV. It is used to provide current awareness services, to show information regarding various library services.

The college campus is under CCTV surveillance to maintain discipline and transparency

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

4.3.2 - Number of Computers

58

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

323.5

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

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

LABORATORIES: Maintenance of laboratories is the responsibility of individual departments. They are maintaining a stock register which is regularly updated, monitoring usage of equipment, and ensuring clean and hazard-free environment.

LIBRARY: There is a Library committee, which meets periodically to review activities and suggest improvements for providing better service.

PLAYGROUND: A Sports subcommittee comprising teaching and non-teaching staff and students supervises all sporting activities in the college, including Annual Sports.

COMPUTERS: Purchase committee is responsible for acquisition of hardware and software. AMCs are made for hardware maintenance.

CLASSROOMS: Construction of new Classrooms, corridors, staircases, and buildings and renovations of existing buildings are maintained by the college fund after discussion with the members of the Finance Committee and Building committee.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

5443

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

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

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

0

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

B. 3 of the above

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

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

52

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

52

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

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	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

6

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

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

76

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

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

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

2

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**

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.

5

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

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

One of the most import and active stakeholders of the college are the students. They are the fulcrum of all the activities of an educational institution. An educational institution thrives to ensure thefulfilment of students' interest. The student's Union is a statutory body formed in a college tocommunicate with the college administration about the interests of the students. Our college has Students' Union. The Students' Union has representatives in many important committees of the college including the IQAC and the Governing Body. They express the thoughts and views of the students and also act actively in implementing strategies. The Students' Union also renders active participation in theadmission process of the college. The Students' Union acts as a liaison between students and thecollege, i.e., administration, and teaching and non-teaching staff. College has opened the NationalService scheme (NSS) for upliftment of mental strength of the students and raising the awareness ofstudents about their social responsibilities. The NSS under patronage of Students' Union motivates thestudents to participate in events like debate competition, extempore, sit and draw competition, etc. asa part of this excellent programme. To inculcate a sense of respect towards our rich cultural heritage,the NSS under the patron age of Students' Union organised programmes like International Mother LanguageDay, Saraswati Puja, Freshers' Welcome, Teachers' Day, Annual Sports, Youth Festival, Republic Day,Independence Day August, etc.

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

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

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

13

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

5.4 - Alumni Engagement

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

It's an alma mater that the students will love their Institutions years after years. They keep keen interest with their institutions from where they passed even after they entered into their working lives as well as family lives. There is an Alumni Association in Berhampore College which have been formed in the year 2019 but legal formalities are still in process.

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision: To evolve skilled and value based resource professional,

to provide opportunities to the students without any discrimination, to find space for the exponential growth of personality and character, and to face the challenges of tomorrow successfully through quality education.

Mission: In fulfilment of its vision, the institution is committed to provide higher education to the students in its vicinity giving equal opportunities to all, equip the students' community with academic, social, scientific and spiritual values and to enable them to have an insight in to the spirit of transparent governance and public. The Governing Body, the highest administrative body of the college, with the Principal as the secretary and representatives from Teaching, Non-Teaching, Students and External Members, governs the management of the college in compliance with the opinion of the majority of the members. All major decisions on development, infrastructure, financial management, academic affairs, admission, governance and administration are taken by the Governing Body in line with recommendations and suggestions of IQACand various statutory and non-statutory sub-committees like, Finance Sub-committee, Academic subcommittee, Staff council etc.

File Description	Documents
Paste link for additional information	https://www.berhamporecollege.in/Vision-and-mission.aspx
Upload any additional information	No File Uploaded

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

In accordance with the policy of decentralization adopted by the management, both teaching and nonteaching members are adequately represented in the Governing Body of the college and their opinionsare sought in making and implementation of different policies. Apart from the Governing Body meetings,sub-committees like IQAC, Academic sub-committee, Examination sub- committee, Students' Supportand Progression sub –committee, Internal Complaints Committee etc. meet on a regular basis and help to formulate and implement the strategic plans of the institution. The responsibilities are defined and communicated through face-to-face meetings with the non-teaching staff members of the college as well as by notifications.The management committee members along with the Principal and other members of the sub-committee support day to day functioning of the college administration. A

decentralized administrative system with the intention of providing the best to the student body is in practice in this institution. All plans are discussed by the Principal along with all the sub-committee members in which students are also apart. Plans are executed only after reviewing the suggestions.

The students take an active part in the governance of the activities in the campus. The student body consists of the President (Final year), Vice President (Final Year) and the Secretary (First year). Feedbacks are obtained from the students to improve the quality of the services rendered.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The vision and mission of the college focus on providing quality education to students. In order to provide inclusive and quality education, the college has developed strategic plan for various activities which are tobe implemented successfully on and from 2015-16. 1.Setting AAA for internal quality assurance. 2.Academic and co-curricular activities for the holistic development of the students, many academic activities like department activities to be planned along with co-curricular activities. 3.Extracurricular activities-sports activities, cultural competitions are undertaken; the students are positively participated in the intra-college and inter-college activities in every academic year. 4.Student Support & Progression – In order to help and support students develop employability skills,a host of activities to be planned which includes giving coaching for competitive exams, counsel students to join PG classes, career guidance placement activities etc. 5.Strengthening Learning Resources – College plans to improve learning resources by updating library and other support systems, buying more books starting book banks improving ICT enabled teaching, digitization of library, focus on e-resources etc. 6. Faculty Development - Encourage faculty to take up short term courses, refresher courses,orientation programmes, paper presentation, incentives for outstanding performance of faculties.

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

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

Functions of various bodies/ officers Governing Council: -Governing Council has a single responsibility to develop, monitor and review strategic plans of theinstitution. Principal:1.The Principal alone with IQAC will plan for the periodic tests of short-term duration during the year. 2. The Principal, at the beginning of the academic year, has been convened the General Staff Meeting,discuss and finalize academic plan for the year. 3. The Principal will advise all the head of the department to convene their departmental meeting regularly and prepare annual academic plans. 4. University Grants Commissions gives assistance to college during successive plan periods. The Principal will plan to usefinancial assistance from the U.G.C. for the development of the college. Recruitment procedure- The College follows a formal recruitment process of West Bengal College Service Commission. Job specification for the vacant position is identified; properly filled resolutions are submitted in the office of WBCSC. In the case of nonteaching recruitments, the College submits the vacant position to the DPI, West Bengal. Service rules- Service rules are mentioned in the appointment letter which is governed by the West Bengal rules and regulations. Grievance redressal mechanism- Grievance Cell is the primary body of the college, the members of the cell will arrangean appropriate and early redressal of the grievance depending on the nature and magnitude of the grievance.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

The management recognizes the commitment and dedication of the teaching and non-teaching faculty. It always strives to satisfy the needs of the employees proactively. Some facilities provided for the welfare ofthe employees of the institution are; 1. Provident fund for all the employees who fall under the eligibility criteria. 2. A canteen and coffee shop are provided inside the campus. 3. No membership fee for utilizing the gym. 4. Advance is given to both teaching & non-teaching staffs in the puja festivals

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

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

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

0

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

0

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

2

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

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

Every year faculty members are required to fill in a performance appraisal form designed on the basis of PBAS methodology of UGC. It is a self-appraisal form. The format is exhaustive and includes questions/descriptions regarding academic and administration responsibilities undertaken by the teacher, innovativemethods practiced and implemented by the faculty members during the academic year, various responsibilities including college fests, etc. It also involves questions/descriptions of seminars attended/paper presentations by faculties in State/National or international seminars/workshops, guest facultyarranged, use of ICT enabled teaching, involvement in university academic work like question papersetting, examination work, BOS, BOEs etc.

Faculty members are also asked to involve in various committees, activities of the college. The activitiescommitted by the staff members are evaluated by the IQAC half year wise. They are encouraged toattend/present papers in seminars and workshops. Faculty members are also asked to improve the irqualification (doing PhD). The work diaries and lesson plans and other individual records of each staff member will be checked every semester.Faculty appraisal is also done through student feedback mechanism.

Non-teaching staff like the librarians, office staff, support staff etc. are currently

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

6.4 - Financial Management and Resource Mobilization

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

The annual budget is allotted to the college by the management every year for the requirements of various departmental activities. The account of the institution is subjected to an audit by a govt. of West Bengal approved Auditor appointed by the Govt. of West Bengal. The income and expenditure are from different sources are audited regularly by the external auditors.

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

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

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

0.15

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

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

The college is a Govt. aided College and under 2(f) and 12(B) of the UGC Act 1956.The main source of funding for the college is the fees collected from the students, the fund of UGC and the funds of Govt. of West Bengal. Budget is prepared as per the requirements of the college as a whole. The disbursement of funds for the needs or proposed are strictly governed by the secretary of Governing Body. Expenditure receipts are maintained for various purchases made towards purchases especially related to the lab, libraryand for the wellbeing of the Campus. The college follows a transparent accounting and audit practice. The college is also applying for funding from various other bodies for organizing seminars/ conferences and for carrying out research projects

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

6.5 - Internal Quality Assurance System

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

IQAC have decided to keep academic ambience as prior during pandemic situation through on-line medium. In this regard the cell decided to take initiatives for raising knowledge of teaching staff on administrative affairs. The IQAC also has initiated to conduct programme on Swachhta and constitute the working groups Post COVID-19 for Sanitation & Hygiene, Waste Management, Water Management, Energy Management and Greenery.

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

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

The college implements the quality policy through IQAC. The following are the two examples of institutionalized reviews and implementation of teaching learning reforms facilities by the

IQAC. 1. Measures for Strengthening of teachers' quality:The College endeavours in every way to create a congenial atmosphere for teaching, learning. The college takes initiative to develop and strengthen the intelligence and intellect of the faculty which not only benefits them but also the students. The faculty are encouraged to publish research papers, participate in seminars and conferences, conduct or attend workshops and faculty development programs at least once ayear.

2. Implementation of Continuous Internal Evaluation:Constant improvements are made with regard to the continuous internal evaluation process. The examination committee looks after the exam schedule, time table, setting up the questions and allotment of rooms and assigning duties to the faculty. The evaluation reforms will be made known to the students at the beginning of academic session either orally or through handbook. Teaching and non-teaching staffs are updated on the latest reforms and are instructed to follow them strictly. Recently the college has shifted from annual examination to Semester examination. The committee follows traditional and non-traditional method of evaluating the students. The college counsels the students who play truant to the evaluation process by giving them assignments and activities that would create interest inthe students to pay attention to the subject.

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

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	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
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

The Berhampore College worked out a gender sensitization plan in the interest of its students,based on 3important dimensions: gender, health and psychological issues through seminars, talk shows, training session , counseling etc. The plan has yielded positive results and benefited the stakeholders to a considerable extent. Separate Common rooms, CCTV surveillance, security guards, Vending -cum Incinator machine etc are available for the students. Some hoarding on awareness about anti-ragging, sexual harassment were hanged at different floor of the College . Ithas commenced counselling sessions to deal with health, hyiege and psychological problems f. Some of special events are

National Girl Child day The college observed National girl child day on 24.01.2022. A webinar named " Girl Child health, rights and Nutrition" organised by NSS unit and Equal Opportunity Cell of Berhampore College in collaboration with SAATHI-a NGO working on Women Empowerment and adolescence counselling and OST counselling department of Murshidabad Medical College and Hospital under the patronage of IQAC, at 4 p.m.

International Women's Day

Students played a drama on the violence against women on the occasion of celebrated of on 8th March 2022. Sixty-seven students participated in that drama.

College organised two programme on self-defence.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://berhamporecollege.in/Pdf/Gender_Sensitization.pdfYou tube link: https://youtu.be/pT8o1Ymfxsl,

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	**No File Uploaded**
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 is proud to say that, minimal waste is generated in the campus. Waste generated in the campus is segregated into ewaste, liquid waste /organic and solid waste. Different kinds of wastes are labelled according to the disposal rules and are then transported to disposal sites provided by the Berhampore Municipality.

Solid waste management: Solid waste, which mainly involves plastic and paper, is collected in separate dustbins and handed over to the Berhampore Municipality Workers. Separate bins are also kept on all floors for solid waste and liquid/organic waste. Students are asked to dispose waste only in the designated bins. All classes are provided with dustbins for solid waste disposal. Old newspapers, Books, used water bottles etc. are sold to venders for recycling. College has plans to make the campus plastic-free in the near future.

E-waste management: The electronic junk is stored in store rooms

of the college. As per the direction of Berhampore Municipality, the e-wastes are packed and managed. Old computers and other electronic gadgets and equipment are sold to junk dealers dealing with e-waste management.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
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 with trees and plants

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	**No File Uploaded**

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	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
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	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	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).

Berhampore College strives towards maintaining an inclusive environment for all stakeholders. The college promotes linguistic,regional, cultural diversity among the students. Several activities that promote communal harmony are undertaken frequently. So, our College has implemented various measures to make the college an inclusive campus.

Berhampore College strictly follows the reservation policies laid out by the Government of India for admissions of students and appointments of teaching and non-teaching staff. Admission committee and the Equal Opportunity Cell ensure parity and transparency during the admission process. The Equal Opportunity Cell (EOC) look after the welfare of differently abled students. The voluntters of National Service scheme rendered their services to the marginalised people like orphans, slum dwellers, disabled person, wounded animals, etc by providing food, medicine, study kids, etc. Through their activities volunteer tries to make liaison between college and neighbouring village. Students from low socio-economic spectrum are granted fee concessions in every academic session. The college also promotes several financial assistances /scholarships provided by the Government of India, state government and non-governmental organizations to facilitate access to financial assistance among students.

Mentor-mentee meetings are held regularly and students are encouraged to share their problems, academic or personal-with their mentors. Dedicated teacher-mentor are assigned for outstation students. Teachers adopt bi-lingual mode of teaching, wherever required, to assist students with linguistic challenges. This helps students enhance their academic performance.

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

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

Value of the Institution to keep Swachhta in all aspects like academic, administrative, culture, health and hygiene, psychological status, natural environmental and political-legal environment. The college sensitizes the all stakeholder to the constitutional obligations about values, rights, duties and responsibilities and constantly works upon to nurture them as well citizens of the country through various curricular and extra-curricular activities. The institute celebrated national festivals and wall up different flex, wall hangings to aware the duties and responsibilities of citizens. The institution encourages participation of students in Sports and Games, and NSS activities. During 2021-22 NSS unit organised blood donation camp, arranged cleanliness programme, participated in several programme like Fit India 2 KM run programme, Azadi ka Amrit Mahotsav, Programme of SAP, POSHAN Read the preamble -an initiative of Ministry of Parliamentary affairs, Rashtragaan programme, IYD etc). The institution took many initiatives like conducting awareness campaigns, seminars and workshops at departmental level to sensitize the future leaders to inherit human values coping with the constitutional obligations. Samima Sultana stood second in DYP at nodal level and selected for DYP at state level. 22 participants joined NYF on virtual mode . Electoral literacy club celebrates the Constitution Day and National's Voter day.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	No File Uploaded

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	C. Any 2 of the above

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

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

Every year, Berhampore College organises several national/ international commemorative days, events, festivals and birth/ death anniversaries of the great Indian personalities. We have celebrated

1. World Hepatitis Day-28.7.2021

2. International Youth Day- 12 th August, 2021

3.Bano Mahatsav Week-

4. Rakhsha Bandhan-23.08.2021

5. Eye donation fortnight-3.9.2021

6. Independence Day : 15th August, 2021

7. NSS Day: 24th September , 2021

8.World Aids Day-01.10.2021

9. Constitution Day- 26.11.2021

10. Students' Observance week- 1.01.2022-7.01.200

11.National Youth Day- 12th January , 2022

12.National Youth Week- 12.01.2022-16.01.2022

13.Birth day Of Netaji- 23rd January, 2022

14. Girl Child Day-24th January, 2022

15.National Voters' Day : 25th January , 2022

16. Republic Day : 26th January, 2022

17. Black Day: 14th February, 2022

18. International Mother Language day. 21st February, 2022

19. International Women Day : 8th March, 2022

20.No tobacco Day-31st March, 2022

21. World Health Day-7th April, 2022

22. International Labour Day: 2nd May, 2022

23. World By-cycle Day-3.06.2022

24. Bycle week-8.06.2022

25. World Environment Day: 5th June

26. Celebration of countdown of International Yoga Day-
14.05.22-21.06.202221st July

27.International Day against drug abuse and illicit trafficking.

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

7.2 - Best Practices

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

Practice 1:Youth empowerment

The youthrepresent the most vital element of the nation. So, they should be empowered. The philosophy of empowerment states thathuman beings have the capacity to make choices of their own and areresponsible for the consequences of their choices. We are following three dimensions of empowerment:self- empowerment through individual action, mutual empowerment through collaborative action, and social empowerment in the outcomes of social action.

Through teaching we ignite the thinking in their mind which is conducive to start moving. class room as well as field visit generate self-empowerment. Performing of extra-curriculum activities, their mutual empowerment has been developing and through the extension and social activities we make them socially empowered.

Practice 2: Integrity

It is one's actions must be synchronous with one's professed moral principles. We inspire our students to being i) Honest- keeping transparency in all their activities; ii) Trustworthy- dependable and reliable in their work, commitments and actions, iii) Fair: treating others equally without self-interest or prejudice iv) Responsible: completing their individual and group work to the best of their abilities and being accountable t; and v) courageous:being brave and standing up for what is right, even in challenging situations. These five makes the fist which help students to cope up with any challenges.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	No File Uploaded

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

UTTORON- Empowering the youth through holistic education towards an enlightened society'.

The vison of Berhampore college is reflected by institutional distinctiveness. This distinctiveness has four dimensions. These are

I)Experimental learning through which Students learn by doing . Empirical learning is realized through field survey , uses of Soft Skill, Confidence Building Measures, Communication Skills, Decision-Making Skills Students are boosted with self-confidence to face competitive world.

Dimension 2: Community service learning motivates the students to render their services to the welfare of their countrymen . NSS activities make a liaison between college to community. It helps students in moulding responsible citizens with empathy to work towards social justice.

Dimension 3: Eco-friendly learning: College has gone beyond classroom, and has evolved through exploration of nature . Through cleanliness programme, making herbal garden, plantation of sapling, to ensure plastic -free zone, etc are some of green initiatives of the college.

Dimension 4: Innovative learning: Institution is always trying to ignite the mind of students. By performing cultural activities writing poems and article for college magazine and journal, Wall paintings , making crafts, develop videos are outcomes of learning through innovation.

The outcome of this distinctiveness is reflected through a good number of students are qualifying national level examinations and well established in the society.

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

7.3.2 - Plan of action for the next academic year

The college plans to implement the followings in future:

1. Enhancing academic excellence.

2. Enhancing professional skills among students through job-training programme by reputed professional.

3. To sign MOU with different Higher Education Institution as well as with NGOs for building up academic partnership.

4. Enhancing skills of the students by inculcating core values among them by imparting value-based education.

5. Enhancing ICT facilities to set up more smart class rooms.

6. Enhancing social responsibility for the students through different out-reach programme programme.

8. Taking sincere initiatives to commence some certificate courses in collaboration of renowned authority so that employability of the students might be enhanced

9. Submitting proposal for funding of UGC sponsored national seminars.

10. Motivate teachers for enhancing their academic contribution in the world of research and publication.

11. Build up a book corner in library consist of books, periodical, etc needed for competitive examination.

12. Inculcating the information about availability of employment to the students through conducting more programme on Career counselling and Career guidance by reputed professional bodies.

13.. To take additional steps to make the campus greener.

14. To raise the campaigning of anti-ragging movement within the campus.