



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		CHAPRA BANGALJHI MAHAVIDYALAYA
Name of the head of the Institution		DR. NIRANJAN GUHA
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03474271108
Mobile no.		9434244612
Registered Email		cbmnaac2018@gmail.com
Alternate Email		iamng23@yahoo.co.in
Address		Chapra Bangaljhi Mahavidyalaya, P.O. Bangaljhi, P.S. Chapra, PIN - 741123.
City/Town		Chapra
State/UT		West Bengal
Pincode		741123

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Mrs. Gargi Sengupta			
Phone no/Alternate Phone no.		03474271108			
Mobile no.		7797598879			
Registered Email		gargisengupta.cbm@gmail.com			
Alternate Email		cbmnaac2018@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://www.cbmahavidyalaya.ac.in			
4. Whether Academic Calendar prepared during the year		Yes			
if yes, whether it is uploaded in the institutional website: Weblink :		http://www.cbmahavidyalaya.ac.in			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C	1.71	2020	08-Jan-2020	07-Jan-2025
6. Date of Establishment of IQAC			25-Sep-2014		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries	
One day Workshop on orientation on KOHA		05-Mar-2020 1		80	

One Day Seminar on Career Counseling	04-Feb-2020 1	150
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2020 00	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

No

Upload latest notification of formation of IQAC

No Files Uploaded !!!

10. Number of IQAC meetings held during the year :

6

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

• Some quality initiatives for the betterment of college neighboring areas • Formation of some important cells such as e Grievance Redressal Cell, Gender Sensitization Cell, Internal Complaint Cell etc. • Programmes such as Gandhi Birthday, Career Counseling, Women's Day and International Mother Language Day etc. have been organized with the support of IQAC. • 'Entry inservice link' and 'ENVS Portal' have been added in the College website for preparation of competitive examinations for the students.

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

Plan of Action	Achivements/Outcomes
1. Solar Energy and rain water	The IQAC has appealed to the Governing

harvesting 2. Water and waste managements 3. AddOn courses 4. One computer lab for students 5. Opening science stream

Body through Principal to take initiatives to turn those plan into actions.

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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	05-Dec-2019
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	11-Feb-2020
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Chapra Bangalji Mahavidyalaya aims at imparting quality education and successful implementation of curriculum by utilizing the resource potentiality .The college has its own mechanism for well planned delivery of curriculum and documentation.Measures are taken by the college to execute the objective of the curriculum planned by the University of Kalyani as the college is affiliated to the above mentioned university. Under the guidance of IQAC ,the Academic sub committee and examination sub committee of the college, the college take initiatives in monitoring the delivery and documentation of the well planned curriculum. At the beginning of the semester The Head of the Department distributes syllabus among the faculty members following the decision taken in the departmental meetings.Departmental routine and syllabus distribution are published on the notice boards of the respective Departments for the convenience of the students. The faculty members enjoy the liberty of choosing any kind of teaching method they prefer. Teachers select different kind of methods like lecture, discussion, project, field work, ICT, presentation etc. Keeping in mind the demand of the topics and subjects. Teachers give concern to make the class room interactive by encouraging students to participate in the teaching-learning process. Teachers from neighboring college are often invited to deliver lectures on some important topics. Students can access library facility regularly. Faculty members of every Department under the supervision of academic committee monitor the progress of the students and remedial classes

are arranged for students who lag behind. Class tests, internal tests, annual tests are arranged at regular interval to evaluate academic advancement of the students. Every departments arrange extension programs to engage the students in co curricular activities that often helps imparting practical knowledge of curriculum. At the end of this session online classes were started due to covid 19 pandemic. Teachers tried their best to cover the syllabus in online teaching learning method. Students were oriented well to adopt the new method of online teaching learning by induction programs arranged by the departments.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
N.A.	Nil	Nil	Nil	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	N.A.	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	B.A. Honours in Beng., Edu., Eng., Geo., Hist., Phil., Pol.Sc., Sans., Socio.	01/07/2018
BA	B.A. Programme in Beng., Edu., Eng., Geo., Hist., Phil., Pol.Sc., Sans., Socio., Phy.Edu.	01/07/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
N.A.	Nil	Nil
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Geography Field Study	30
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

<p>Feedback Obtained</p> <p>The institution collects feedback from different stakeholders, students, parents regarding curriculum, academic performance, administration, physical facilities and safety. According to the feedback, reports are prepared and measures are taken at regular basis. Feedback collected from different stakeholders are available on the website. The college is taking every possible measures to resolve the issues raised by the students ,parents and other stakeholders. Students give their feedback on various parameters like infrastructures of the college, ambiance, library facilities , canteen facilities, individual teacher feedback. Most students appreciated the green ambiance of the institution.They gave positive feedback about the teaching learning method applied by the teachers. Students are happy with the library facilities .Though they demanded more reference books for newly implemented CBCS curriculum. Students are not satisfied with the canteen facilities.The college is trying to take measures to resolve the issue. According to the feedback report the college is taking measures to regular monitoring of cleanliness.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	B.A. Honours in Beng., Edu., Eng., Geo., Hist., Phil., Pol.Sc., Sans., Socio.	465	578	326
BA	B.A. Programme in Beng., Edu., Eng., Geo., Hist., Phil., Pol.Sc., Sans., Socio., Phy.Edu.	1447	1602	1049

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled	Number of students enrolled	Number of fulltime teachers	Number of fulltime teachers	Number of teachers
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	in the institution (UG)	in the institution (PG)	available in the institution teaching only UG courses	available in the institution teaching only PG courses	teaching both UG and PG courses
2019	2513	Nil	6	Nil	Nil

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
Nil	Nil	Nil	Nil	Nil	Nil
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Students mentoring system is available in the institution as an important part of the academic activities. Under the guidance of IQAC, Academic sub committee publishes notice for selecting mentor mentees in every academic year. Departmental Head calls internal departmental meeting and on the basis of teachers students ratio, a selected number of students are allotted to individual teachers. Departments keep record of mentoring. Selected mentor teachers look into the learning progress, academic awareness and overall performance of the mentees. Teacher mentor guides the students in co-curricular, extra-curricular and career related learning also. Besides, students are also under continuous mentoring of the teachers of career Counselling Cell, Students Activity Cell, Cultural Committee, etc.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2513	6	1:419

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
8	6	2	Nil	2

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	N.A.	Nil	N.A.
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination

BA	Nill	Part-II Exam 2019	09/08/2019	14/09/2019
BA	Nill	Sem-II Exam 2019	06/09/2019	24/10/2019
BA	Nill	Part-I Exam 2019	30/09/2019	28/01/2020
BA	Nill	Sem-III Exam 2019	29/02/2020	03/09/2020
BA	Nill	Sem-III Exam 2019	07/03/2020	22/09/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Term end examination conducted by the University is not always sufficient enough to make a student intensive and comprehensive learner. This kind of evaluation makes the students heavily rely on notes, private tuition, suggestive learning. Therefore, the institution, within limited capacity initiated continuous internal evaluation system to encourage students to express their ownness and develop knowledge freely. The reforms thus introduced in the continuous internal evaluation system include: - Arranging at least two internal evaluations as per University academic calendar. - The Internal Evaluations are arranged in a classroom atmosphere rather than an examination center atmosphere - The questions are set in a manner so as to encourage students to write creative yet specific answers - Innovative methods-like dissertation, extempore, theatrics presentation, mock-teaching by students are adopted by different departments to keep the entire process interesting and student-friendly. Evaluation of the examinees are kept strictly time-bound. - Post evaluation, the answer scripts are shown to the students. - In case of any grievances the students, initially, approach the concerned departments the departments are asked to redress the grievances within a specific and realistic time-limit. - However, if the student is not satisfied the matter is taken to the Grievance Redress Cell who redress the issue in consultation with the teachers of the department.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Academic calendar for the Session 2019-2020 like every year, comprises of the detailed list of College events, examination dates, result publication and parent -teacher meeting dates. This calendar is prepared through a meeting of the Heads of the Departments, IQAC members and the Principal of the college. Students are acquainted with various college events by the Academic Calendar. Continuous Internal Evaluations are held by strictly following the academic calendar. The period of the internal evaluations is clearly mentioned in the academic calendar which is strictly adhered to except in cases of emergency like natural calamities or general elections. - Conducted at least two internal evaluations as per University calendar. - Evaluation of the examinees is kept strictly time-bound.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://cbmahavidyalaya.ac.in/Pso-co.aspx>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BA	B.A. Programme in Beng., Edu., Eng., Geo., Hist., Phil., Pol.Sc., Sans., Socio., Phy.Edu.	284	276	97.18
Nill	BA	B.A. Honours in Beng., Edu., Eng., Geo., Hist., Phil., Pol.Sc., Sans., Socio.	207	207	100.00

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://drive.google.com/drive/folders/1Cn2y1calwBiRohhHTRZufUbGsd4vIzn6?usp=sharing>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	00	00	0	Nill

No file uploaded.

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
00	00	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
00	00	00	Nill	00

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
00	00	00	00	00	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
00	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Sanskrit, Pol.Sc.	2	0
International	Geography	1	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
00	Nil
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Identification and validation of potential flood hazard area using GIS-based multi-criteria analysis and satellite derived water index	Jishnu Sar	Journal of Flood Risk Management	2020	4	Banaras Hindu University	12
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Identification and validation of potential flood hazard area using GIS-based multi-criteria analysis and satellite derived water index	Jishnu Sar	Journal of Flood Risk Management	2020	1	12	Banaras Hindu University
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	7	11	1	Nil
Presented papers	4	2	Nil	Nil
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
00	00	Nil	Nil
No file uploaded.			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
00	00	00	Nil
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating	Name of the activity	Number of teachers participated in such	Number of students participated in such

	agency		activites	activites
00	00	00	Null	Null
No file uploaded.				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
00	00	00	00
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
00	00	00	Null	Null	00
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Bethuadahari College, Nadia	01/07/2017	N.A.	Null
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
14.85	8.26

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Laboratories	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Fully	18.05	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	3000	750000	Nil	Nil	3000	750000
Reference Books	5000	1254500	Nil	Nil	5000	1254500
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
00	00	00	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	15	1	15	1	0	3	1	20	0
Added	0	0	0	0	0	0	0	0	0
Total	15	1	15	1	0	3	1	20	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

80 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
N.A.	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
56.65	26.76	18.15	8.26

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in

institutional Website, provide link)

The physical, academic and support facilities of the college such as Laboratory, Library, Sports Complex, Computers, Class Rooms etc. are looked after by various committees and sub committees like library committee, Games Committee, ICT Committee, Campus Maintenance Committee etc. The committees are engaged in continuous up gradation of those aspects. Online catalogue system namely KOHA has been introduced to facilitate to use library. Games Committee looks after regular sports and related activities and purchase sports equipments on a regular basis. ICT and Campus maintenance committee take care of Laboratory, computers and class rooms and suggest necessary requirements. Annual audit and review are done to utilize maximum use of these facilities. Proposals are obtained from the members of respective committees in various meetings arranged by the committees and after that proposals are carried forward to the Governing Body of the college. The body finally takes decisions followed by implementation. Initiatives are taken for general maintenance and up gradation in a decentralized manner. The institution provides advanced facilities to the stakeholders in order to keep up the vision and mission of the college.

<http://chaprabangaljhimahavidyalayalibrary.in/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	N.A.	Nil	Nil
Financial Support from Other Sources			
a) National	Post Matric, SVMCM, TSP	1545	9339200
b) International	N.A.	Nil	Nil

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Yoga	03/09/2018	92	Nil

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	Carrer Counselling Scheme	98	98	2	2

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
N.A.	Nil	Nil	Nil	Nil	Nil
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	7	B.A. Hons	Nil	Nil	M.A
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	3
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Sports	College	74
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	N.A.	Nil	Nil	Nil	00	N.A.
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The institution has an active Students' Council (Students' Union) since its inception in 2001. The Students' Council is a body of students duly elected from among the students of the college. The Students' Council is administered by the regulations laid down in the statute of the University of Kalyani. The Students' Council has a treasurer and its annual budget is presented to and

approved by the administration. The Students' Council plays an active role in the academic, administrative, sports and cultural activities of the institution. The Students' Council remains active throughout the academic year. It organizes various cultural and sports activities. It organizes a Fresher's Welcome, an Annual Cultural Fest, Inter-Department Quiz, Debate etc. The Students' Council organizes various sporting activities, like Annual Sports meet of the College every year, carom tournament. Besides, the Students Council organizes various activities to promote social responsibilities of the students by organizing programmes such as annual Blood Donation Camp, extension activities in the neighboring communities etc. The Students' council arranges the celebration of various auspicious days like the Teachers' Day, the Children's Day, the Independence Day, the Republic Day, International Language Day, Kanyashree Day etc. The Students' council also arranges the commemoration of the Birth and Death of various important personalities like Mahatma Gandhi, Netaji Subhash Ch. Bose, Swami Vivekananda etc. To foster communal harmony and integrity among the students Holi is celebrated with due respect and maîtriutsav is organized by the Students' Council on the day of Raksha Bandhan. To inculcate moral values among the Students Saraswati Bandana is organized with much fanfare and enthusiasm among the students. In representation of students on academic administrative bodies/ committee of the institution, the General Secretary of the Students' Council is an ex-officio member of the Governing Body. The General Secretary participates in the discussions and decisions of the Governing Body and conveys the opinion of the students (collected through the meeting of the class representatives) to the Governing Body and conveys the decision of the Governing Body to the students and ensures their participation regarding the same. The Students' Council has its own sub-committee-cultural, magazine literary, students' welfare, sports games, common room (boys and girls). The sub-committees are headed by a teacher of the college. The concerned teacher co-ordinates the activities of the sub-committee with that of the Teachers' Council. Thus, an optimum participation of the students is ensured in the various academic and administrative bodies of the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association of Chapra Bangaljhi Mahavidyalaya is known as "Chapra Bangaljhi Mahavidyalaya Alumni Association". The permanent office of the Association is at the campus of Chapra Bangaljhi Mahavidyalaya, Bangaljhi, Nadia-741123. The association has applied for its registration and the Date of Application is 10.03.2019. The Alumni has been registered on 17th October 2019 with Regn No. S0007410 2019-20 The association has, in its first general meeting, has formed an Executive Committee with Eleven office bearers including many stakeholders like Principal, Ex-students of the college, college faculties and social workers. In its initial stages the committee has organized a few preparatory meetings. Since its formation, the Alumni Association has been actively taking part in the overall well-being of the college. The Alumni Association met with present students of different departments variously and through active interaction took stock of the immediate conditions of the departments. The association has conveyed the essence of the meetings with the suggestions to the administration and assured the students of their co-operation wherever needed.

5.4.2 – No. of enrolled Alumni:

17

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The college practices participatory management system for functioning of all the assignments in decentralizing manner. Administration and governance is democratic in nature as the principal takes decision of implementing any policy after discussing with the various committees and sub committees. The college follows the process of decentralized administration by assigning different college services and activities to all persons related and concerned with the college depending upon their executive skills. The institution emphasizes the inclusion of all the employees working at different level to get some share in the authority. The College follows the policy of decentralization. The Governing Body delegates all the academic and non-academic decisions based on policy to the college Committee headed by the President of Governing Body and Principal. The college Committee formulates common working procedures and entrusts the implementation through departments. The departmental head manages the day to day activities of the department and keeps a track of co-curricular and extra-curricular activities in the College. Other units of the college like sports, arts, library etc. have operational autonomy under the guidance of the various committees and students are involved from various departments in the decision-taking process

Case study: New books were required to be bought in the new session for the implementation of CBCS curriculum. The buying of the books were done in a decentralized manner. First the principal called a meeting with the library committee regarding the purchasing of books. After the meeting the library committee asked for the lists of required books from every departments by circulating a notice. Departmental Head submitted the lists of books after discussing with the other faculty members in departmental meetings. Then the principal arranged a meeting with the library committee, finance committee and purchase committee to make a final central list. After the meeting Bursar and finance committee allotted budget. Finally tender was called to purchase of books. Another instance of task distribution is preparing AQAR report. The IQAC coordinator arranged a meeting with all the employees and in that meeting discussion was made over the preparation of submitting AQAR report. The IQAC coordinator divided seven criterion among seven group consists of two or three employees and gave a submission date . As the workload was distributed and every employees took part in assembling data to make the report the task became convenient.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	As the college is affiliated under the University of Kalyani it follows the curriculum developed by the university. Though the college does not take part in the curriculum development

or modification the faculty of the institution always try to impart utmost objective of the curriculum into the students. Feedback from the stakeholders regarding the curriculum is taken.

Teaching and Learning

The college faculty give effort to skillful teaching learning procedure imparting applied knowledge, practical experience and using different ICT aids. Teachers participate in professional development and quality improvement Program like orientation program, refresher course, seminars, workshops, etc to orient them into updated teaching learning process. Online teaching learning has been initiated during lockdown to continue the teaching process. Online classes have been conducted using digital platform like zoom, google meet , team link, etc. Faculty of Political science department have shared teaching learning content through their YouTube channel. Special online lecture series delivered by guest speakers have been organized by the Department of Bengali, English and Geography.

Examination and Evaluation

As the college is affiliated to the University of Kalyani it follows the schedule and guidelines of final semester examination conducted by the university. Regular class tests, internal tests are arranged by the respective departments to evaluate the progress of the students. During a semester two internal examination are conducted centrally by the college. During lock down for covid 19 pandemic the college has initiated internal examination through online mode. Faculty of the college take part in evaluating university exam papers.

Library, ICT and Physical Infrastructure / Instrumentation

The college library is equipped with a good number of syllabus oriented and reference books. CCTV and wifi are installed in the library area. Digital accessibility has been initiated. The library has an institutional membership with UGC N -List Program. The college has one smart classroom, one seminar hall with ICT facility. Various subcommittee s like Technology Upgradation, Campus Maintenance are constituted for monitoring the optimal utilisation of resources.

Admission of Students	Admission process is conducted through online mode on the basis of merit list. Merit panel is based on the marks scored in class xii examination. Admission procedure is transparent and follows the university norms. The college has constituted an admission sub committee to monitor the admission process. During pandemic situation online admission has been done according to Covid guidelines issued by the government from time to time.
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6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Finance and Accounts	The college is a part of the HRMS from where the salary of the employees is electronically disbursed. The fees from the students is collected through online mode.
Student Admission and Support	A particular website has been maintained by the college for online admission process. The entire process of online admission is merit based, transparent and done by online mode. Students can access all the information about the admission through college website. Course details, routine, syllabus are available in the college website. All kind of college noticed are published on the college website.
Examination	After pandemic the University of Kalyani have been organizing end semester examination through blended mode. Students have appeared in online examination and submitted the answer script in a dedicated college portal. After evaluating the answer scripts marks are uploaded on the portal of the University of Kalyani. Internal examination is also being organized by the the college through online mode. Question s of the examination are published on the college website on the day of examination and students have to submit their answer sheet through online portal.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support

Nil	N.A.	N.A.	N.A.	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	N.A.	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Annual Refresher Programme in English Language Teaching	1	15/11/2019	31/12/2019	45
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
20	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EPF facility, Sastha Sathi health scheme, maternity leave	02EPF facility, Sastha Sathi health scheme	Post Matrick scholarship, Talent Support Programme, Swami Vivekananda Merit cum Means, national scholarship programme.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal Audit: There is a bursar nominated from the faculty members to look after the financial matters and sub committees like finance committee and purchase committee are constituted to appropriate uses of available finance. The decision taken by the bursar, finance committee and sub committee has to be granted and finalised before implementation. **External Financial audit:** Financial audit is conducted in regular basis in every year. Audit of the session 2019-2020 has been done by the Mookerjee Banerjee Co, government approved chartered accountants.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
00	Nil	Nil
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6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	Principal, IQAC Coordinator, Sub committee Convenor
Administrative	No	Nil	No	Nil

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Parents teachers meetings have been organized at least once in a year by every department. Discussion has been made over the various topics like courses, future prospects, students progression, welfare scheme, etc between parents and teachers. Valuable feedbacks from the parents are taken in a written format and are forwarded to the concerned authorities. Parents are encouraged to keep contacts with the teachers to know about the progression report of their wards.

6.5.3 – Development programmes for support staff (at least three)

Staffs are always encouraged and allowed to attend development programs like seminar, workshops, orientation programs organized by the university and other institutions. In the last session before implementation of CBCS curriculum a seminar was conducted for making aware the staffs about the new curriculum strategy. IQAC has decided to organize a computer training program for the non teaching staffs.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Solar energy installation Rain water harvesting Tree plantation in college ground

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	Nil

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
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2019	One Day Departmental Seminar on Text and Context: An Interdisciplinary Perspective organised by Department of English and IQAC	19/11/2019	19/11/2019	19/11/2019	35
2020	Parent Teacher Meeting in every Department	25/02/2020	25/02/2020	25/02/2020	120
2020	One Day Workshop on Orientation on Koha organised by IQAC with Technology Up-gradation Cell	05/03/2020	05/03/2020	05/03/2020	25
2020	Seminar on Dengue Preventive Measures	14/03/2020	14/03/2020	14/03/2020	30
2020	International Yoga Day	21/06/2020	21/06/2020	21/06/2020	89
2020	Webinar on Higher Education in Post Pandemic Era- Priority of Offline or Online Mode.	30/06/2020	30/06/2020	30/06/2020	95
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Womens Day Celebration	08/03/2020	08/03/2020	55	30

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

Environment consciousness and sustainability is one of the main agendas of the college. The college has green campus that sustains enormous biodiversity. The college is determined to the optimization of its available material and human resources to promote conservation of natural energy and resources. The institution has changed all the traditional lights and installed LED bulb for less power consumption. All the electrical switches of the lights and fans are kept off whether they are not in use for saving power. The college has taken initiative to segregate the degradable and non degradable waste product into different dustbins. The college uses leaf litter to make compost that are used in the college greenery. The college optimizes its water usage and practices water management through waste water recycling. Installation of sanitary vending machine and incinerators is one of the best initiatives for the girls students of the college.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Ramp/Rails	Yes	1
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
Nil	Nil	Nil	Nil	00	Nil	Nil	Nil
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conducts for Teachers and Students are available in Website	Nil	Code of Conduct for Teachers All the teachers are expected know and follow the outline code of conduct for their profession. A. Professional accountability : o A teacher should dedicate himself in sincerely implementing Government-policies affecting education. o A Teacher should not engage in any activities which brings the profession to disrepute. o He/ She should devote few working hour to the vocation and

if needed should be prepared to work for the betterment of the institution. B.

Commitment to Colleagues : o All colleagues are to be treated as professionally equal, regardless of their status. o A teacher should respect the functional superiority of those set in authority over you. C. Commitment

to students : o in fulfilling one's obligation to students: o A teacher should be sincere, dedicated and academically focused. o Encourage students to think critically and maintain the institutional discipline. o A teacher should adopt a humane approach in dealing with students who are physically challenged. o Inculcate a feeling of pride among students for their institution. D.

Commitment to community: o The teaching vocation occupies position of public trust- o A teacher should set an example for the community with his intellectual deliberations and maintenance of highest ethical principal. o He/ She should have an impartial view on any issue that concerns the interest of the community as a whole. o He should honor diversity of various sorts and work with dedication to spread the message of tolerance and harmony. -----

----- Code of Conduct for Student o Every student has to strictly follow the code of conduct framed by the

college authority: o Ragging and eve-teasing are forbidden by the law. The Hon'ble Supreme Court has ruled out that ragging is a criminal offence. o Without wearing the college uniform, none of the student is allowed to enter in the college premises. o Destroying the College Property, furniture, buildings, labs, defacing wall are serious offences. o Students are forbidden to sit on the steps. o The corridors of building, library block, verandah in front of the classrooms are not meant for assembling and chatting. Please treat them as silent zone. o Indiscipline should not be indulged by unruly behaviour. o No student is allowed to loiter outside the classroom or anywhere in the college premises during class hours. (In case any teacher is absent, the students are advised to spend the time in the library or in the common room). o Violence, grouping, class clashes etc., should not be encouraged by the students. o Outsiders are strictly prohibited inside the college premises during college hours. However, In case of urgent business, prior permission of the Principal must be taken. o Smoking, taking drugs, alcoholic drinks, carrying of lethal weapons and bursting crackers are not allowed inside the college premises. o Identity Card should be carried by the students always. o

Students must maintain decent and cordial relationship with the faculty and staff and amongst themselves. o Do not stick any poster or scribble anything on the walls of the college building. o Do not adopt malpractices in the examination hall. o Maintain the sanctity of a co-educational college. Please Note : Students flouting the above rules will be suspended immediately and if found guilty, after due inquiry, will be dismissed from the college. The college, though not responsible for the conduct of the students outside the college premises will take cognizance of any serious misconduct.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
N.A.	Nil	Nil	Nil
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

a) Students, staff using Bicycles and Public Transport b) Pedestrian friendly roads c) Plastic-free campus d) Green landscaping with trees and plants e) restricted entry of automobiles

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Practice-I: Weather Station A Weather Station is a place where facts about the weather are recorded and studied. In this Mahavidyalaya we have a small weather station. This station has the following instruments: 1. Thermometer: for measuring air and sea surface temperature. 2. Barometer: for measuring atmospheric pressure. 3. Hygrometer: for measuring humidity. 4. Anemometer: for measuring wind speed. 5. Rain gauge: for measuring liquid precipitation over a set period of time. Advantages of having a weather station: There are many people who get benefited from the weather station. This weather station actually accessible to any person and help them to handle possible applications related to the weather station actually does get increases. Weather station also benefits an amateur meteorologist so that the person can effectively able to keep an eye about the data. Weather station also enables people to get real-time information. This will help us to get protected from adverse weather.

Practice-II: Herbal Plantation Every herbal plant has its own specific use for the production of specific drugs from specific herb. India has often been referred to as the Medical Garden of the World as people of our country have

been keeping faith on the power of Ayurveda and have been using herbal plants to combat diseases in natural way from time immemorial. To promote widespread interest in shifting synthetic to natural way of remedy in health issues the IQAC of our college had a plan to make an Herbal Plantation in the college campus. Some trees of medical values were planted in clay tubs and a mini garden was made with those tubs. The gardener of the college looks after the trees. Teachers sometimes visit the garden with students and make them acquainted with the values and importance of medical plants. People from the locality get benefitted by using these herbal plants when they require. The IQAC has intentions to enlarge the garden in future. Our garden is enriched with the following herbal plants: 1. Kule khara 2. Gandha Vajali 3. Bish Hari 4. Nayan Tara 5. Keshari 6. Sushni Shak 7. Ahar / Airi 8. Pathar Kuchi 9. Bramhi Shak 10. Adaa 11. Rasun 12. Mouri 13. Jeera 14. Talmul 15. Rosemerry 16. Aswagandha (Withania somnifera) 17. Stevia 18. Jaba (China Rose) 19. Alloyverra 20. Elaichi (Cardamom) 21. Pudina (Mint) 22. Curry Leaf 23. Dalchini (Cinnamon) 24. Swet Akanda (crown flower) 25. Labanga (Cloves) 26. Strawberry 27. Meat Mashala 28. Dragon Fruit 29. Rangana 30. Kaju Badam (Pee nut) 31. Kath Badam (Vermicelli almond) 32. Jhau Gaach (Tamarix dioica) 33. Angur (Grapes) 34. Chandan (sandal wood) 35. Mousanda flower 36. Supari (Hybreed).

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Institutional Distinctiveness Ours is a college situated in a minority based area. Our college is established in the 2001. Within a very short span the college has become a key institution of this rural area. The role of the institution is very vibrant for spreading education in this locality. Previously it was very difficult for girl's students of this vast locality surrounding Bangalji Village to take the opportunity of higher education. Particularly in this minority-based area the girls students faced severe problems from their family because of their ignorance. After the establishment of this college these girls students of this area have been benefitted by getting the advantage of higher education. The Percentage of girl's students is remarkable in this college for this very reason. Many students of this institution are first generation learners. From the very beginning of establishment the college has served the purpose of bringing out the minority girls student in the light of education. This may be designated as the most distinctive feature of the college. The following report can help us to established fact: Session: 2019-2020 Total admitted in this year: 2513 (Male: 1571, Female: 942) Minority: 1729 (Male: 1150, Female: 579) Percentage of the minority students: 68.8

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

Taking initiatives for 1. opening science stream 2. One computer lab for students 3. Solar Energy and rain water harvesting 4. washroom for all common rooms and canteen 5. Water and waste managements