



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>KHUDIRAM BOSE CENTRAL COLLEGE</b>
• Name of the Head of the institution	<b>Dr. Shubhra Dubey</b>	
• Designation	<b>Teacher -In-Charge</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>03325557102</b>	
• Mobile No:	<b>9830094793</b>	
• Registered e-mail	<b>kbcc_iqac1884@rediffmail.com</b>	
• Alternate e-mail	<b>kbcc.iqac.internal@gmail.com</b>	
• Address	<b>71/2A, Bidhan Sarani.</b>	
• City/Town	<b>Kolkata</b>	
• State/UT	<b>West Bengal</b>	
• Pin Code	<b>700006</b>	
<b>2.Institutional status</b>		
• Affiliated / Constitution Colleges	<b>Affiliated</b>	
• Type of Institution	<b>Co-education</b>	
• Location	<b>Urban</b>	
• Financial Status	<b>UGC 2f and 12(B)</b>	

• Name of the Affiliating University	University of Calcutta				
• Name of the IQAC Coordinator	Dr. Sriparna Dutta				
• Phone No.	9830749286				
• Alternate phone No.	9830749233				
• Mobile	9830749286				
• IQAC e-mail address	kbcc_iqac1884@rediffmail.com				
• Alternate e-mail address	iqac.aqar.kbcc@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://www.khudirambosecentralcollege.com/documents/AQAR/AQAR Yearly Status Report 2019-2020.pdf">https://www.khudirambosecentralcollege.com/documents/AQAR/AQAR Yearly Status Report 2019-2020.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.khudirambosecentralcollege.com/documents/UG/ACADEMIC_CALENDARS_2020-21.pdf">https://www.khudirambosecentralcollege.com/documents/UG/ACADEMIC_CALENDARS_2020-21.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C+	61.2	2007	31/03/2007	30/03/2012
Cycle 2	B	2.13	2016	05/11/2016	04/11/2021
<b>6.Date of Establishment of IQAC</b>			24/04/2013		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
0	0	0	0	0	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>12</b>	
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<ul style="list-style-type: none"> <li>• The COVID pandemic posed serious challenge in conducting classes. The College arranged online classes for students so that their academics will not get hampered.</li> <li>• The departments faced challenge when some students were forced to take up jobs to support their families. The departments arranged special class for these students.</li> <li>• The entire exam system was online. The College ensured smooth transaction of the examination.</li> <li>• Departments also had to take active role in counseling the students during pandemic situation. Departments arranged different activities to ensure that the bond between classmates remained intact. Department wise online webinar, e- newsletters, short documentaries, audio books were also made by the students which were also published in the youtube channel. These were very good instances created by students in support of their teachers and college which helped them to remain active and energetic even during the pandemic situation.</li> </ul>		
<b>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</b>		

Plan of Action	Achievements/Outcomes
Smooth arrangement of classes in online mode	Classes conducted online and routine created to ensure maximum attendance of students
Conducting Students' Induction Programme online on 06.01.2021	Students who could not attend class in regular schedule due to work were given extra class hour
Conducting different awareness programmes online	Webinars organized by different departments.
Helping students overcome stress of pandemic by continuous counseling through monitoring and mentoring	Webinars organized by different cells and committees.
Arranging different programmes online so that students remain academically active	Ensuring exams got conducted in online mode with maximum support to students
Arranging educational webinars	Seven National and State Level Webinars were conducted by different departments and Cells
Involving more students through different online cultural activities, Wall magazine, National Observation Days	Cultural Committee program on Rabindra Jayanti, Independence Day, Republic Day were observed in online and in offline mode. Web wall magazines were uploaded by multiple departments
Best Practice : We Care was Planned on 21.10.2020 in the college campus	The programme We - Care which is one of the best practice of the institution where services were rendered in the local community by distributing necessary items during pandemic on 21.10.2020
Parent-Teacher-Principal meet was scheduled in Jan/Feb	It is one of the custom of our college that an Annual PTM with principal takes place. This event took place in this academic session also. The meeting was held on 20.02.2021 and 21.02.21
<b>13. Whether the AQAR was placed before</b>	<b>Yes</b>

<b>statutory body?</b>	
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
IQAC of Khudiram Bose Central College	04/04/2024
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2020-21	28/02/2022
<b>15. Multidisciplinary / interdisciplinary</b>	
<p>Our College is a state aided institution. It is affiliated to University of Calcutta. It offers three year under graduation multi disciplinary courses under B.A/B.Sc and B.Com (Hons and General) to the students. Though not directly stated as interdisciplinary, language (Bengali &amp; English &amp; Hindi) is part of all three courses offered. Hindi is offered to the students who have taken Honours in the subject or as elective subject or as MIL subject. The college is also the centre for Directorate of Distance Education of Vidyasagar University (DDEVU) which offered post graduation in Bengali, English, History, Commerce, Political Science, Geography and Sanskrit subjects only.</p>	
<b>16. Academic bank of credits (ABC):</b>	
NA	
<b>17. Skill development:</b>	
<p>The CBCS pattern which started in 2017 first in commerce stream and later in 2018 it was implemented in Arts and Science stream. The syllabus was purposively framed by the experts of the subjects to ensure that each subject has its own skill based courses. Every subject has specific paper which were discipline specific or skill enhancing courses which gave the students not only an overview about the broader context of focusing their career after graduation but also these papers added values and skills to their knowledge enhancement. This newly introduced CBCS is different from the mainstream course as its primary focus is on highlighting that part that will lead to employment generation on one hand and also will help the students to enter into their choice of pursuing higher</p>	

studies. Our institution offered the maximum combination of skill enhancement papers in all subjects in online mode with the help of Powerpoint presentations, uploading study materials in google classrooms as these papers were newly introduced and due to pandemic not much text books were available.

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

The New Education Policy emphasizes the importance of Indian Knowledge System as key to world knowledge. The huge corpus of knowledge that exists in our culture needs to be revisited and adopted to the new age learning. Students need to acclimate and hence benefit globally.

The CBCS does not specifically use the phrase IKS. However, our College is multilingual. Academics is professed in Bengali and Hindi and even the English Literature syllabus has translated texts by Hindi and Bengali writers. This to a great extent is in spirit of IKS.

The College also celebrates the rich cultural heritage of the country by observing important national and international days which celebrates the memorial lectures of our founding father of the institution Principal Khudiram Bose who was associated with the freedom movement. Besides several online programmes were arranged by the departments by paying homage to their creators like Bengali department celebrated Rabindra Jayanti, International Mother language day, Hindi department celebrated Munshi Prem Chand Divas by organising Poetry recitation by all those who are not experts in the field of Hindi. This is the way both culture and language unites and makes our heritage integrated in rich cultural diversity. Also in this academic session several festivals like Basanto Utsav by cultural committee was celebrated. This adds to the promotion of the Indian knowledge system.

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

Outcome-Based Learning (OBL) is a student-centered instruction model that focuses on measuring student performance through outcomes. It includes activities that train the students to achieve certain outcomes or objectives set at the beginning of a program or course. The departments have their own meetings where they plan their teaching learning strategy. According to the CBCS structure the Skill Enhancement Courses are designed to find employability in their respective course. For example the SEC for English honours syllabus is Business Communication, Translation Studies, Creative

Writing. These courses help the students in understand alternative career options.

## 20.Distance education/online education:

The year 2020 put the entire world into challenge. The challenge to fight for life and survival. The CORONA pandemic situation disrupted all established systems and the education sector almost came to a standstill. Despite difficulties this situation honed the technological skills of the students and almost every student in the country could relate to the technological facilities in learning.

Our college has a mixed community where students come from more or less affluent families on one hand and on the other side we also have first generation learners. The College education system went totally online from 20th March, 2020. The academic programme was fixed accordingly with online routine where classes were held in zoom, google meet like online platforms. Routines were uploaded in the institutional website and teachers - students followed the schedule. The teachers uploaded the study materials in the google classrooms or were also shared in other online mode. Assignments were also taken in online mode specially uploading their projects in google forms. Every week the teachers of the department uploaded weekly progress reports in the institutional website. Online counseling with their parents related to their wards , their performance, attendance were also shared by the teachers. Examination system was conducted entirely online with zero margin of error and as per university instruction and guidelines.

## Extended Profile

### 1.Programme

1.1 12

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

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1 1496

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2 596

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 407

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1 17

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 17

Number of Sanctioned posts during the year



## Extended Profile

### 1. Programme

1.1	<b>12</b>
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1	<b>1496</b>
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	<b>596</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	<b>407</b>
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3. Academic

3.1	<b>17</b>
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	17
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	17
Total number of Classrooms and Seminar halls	
4.2	1361528.00
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	27
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

Khudiram Bose Central College, founded on the ethos of self-reliance, has steadfastly upheld this principle since its revival in 1956. This commitment is evident in its curriculum implementation, with departments issuing annual academic calendars for both honors and general courses, aligned with the CBCS guidelines.

The college's infrastructure includes specialized laboratories for Journalism and Mass Communication, Geography, and Commerce, along with smart classrooms for enhanced learning experiences. The Commerce syllabus emphasizes participation in the Institute-Industry Interface Programme (IIIP) for practical exposure, while Geography incorporates field tours.

Humanities departments organize study tours and seminars, nurturing students' interests and fostering diverse experiences. They also prioritize soft skills development through student

presentations and personalized academic monitoring.

The well-equipped library supports student learning, with a recent shift to digital resources during the pandemic. While a Learning Management System (LMS) is pending introduction, departments have provided e-materials to support remote learning, showcasing adaptability and dedication to student welfare.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="https://www.khudirambosecentralcollege.com/noticeUpload/News/attachment_2021-01-05-02-49-26.pdf">https://www.khudirambosecentralcollege.com/noticeUpload/News/attachment_2021-01-05-02-49-26.pdf</a>

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

The academic calendar is put up on the website at the start of each academic year. The distribution of syllabus teacher wise along with expected time of completion is meticulously noted.

The central routine is forwarded to each department and it gets published with names of teachers and class rooms. The departments that conduct tutorial class mention the same in departmental routine.

Monitoring the progress of students is entirely the prerogative of the individual departments. Teachers take class tests, ask questions, conduct quiz and also gives assignments to graph the progress of students.

The seminar presentation by the students becomes very effective in developing the soft skills. This is part of CIE as the teachers are able to track how much research ability the student is exhibiting.

As the teacher student ratio in our College is very comfortable the teachers are able to interact with the students on one to one basis.

Mentoring of students is also part of CIE. It is not just academics that make a student self reliant but helps grow holistically.

There are students had to take up jobs to support their families. The departments supported this spirit of the students and adjusted their schedule to accommodate teaching.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://www.khudirambosecentralcollege.com/academic_calendar.php">https://www.khudirambosecentralcollege.com/academic_calendar.php</a>

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

**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

## **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**

**12**

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

0

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

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

### 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 basic of any curriculum is to generate responsible citizens. Academic pursuit along with nurturing sense of values is what our

College strives to do. Every year when fresh batch of students enroll in this College there is an induction programme titled Diksharamv. In this programme the students are not only introduced to the UG pattern of education, they are also enlightened about values that make a good human being. In 2020 due to the pandemic the programme was conducted online. Srimat Swami Suparnanandaji Maharaj talked to students on how values make a good human being and how college can be an incubation centre in value generation. The syllabus of CBCS makes it mandatory for all students to study environment in Semester 2. A deep sense of environmental consciousness is ingrained in the students as they have to submit projects on environmental issues.

The different cells and committees in the College including the NSS and NCC arrange sensitization programmes on gender, caring for the community and our environment.

The College has a programme titled "We Care" where we try to reach out to our local community and serve the neighbouring slum by donating clothes, health drinks and other essential.

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	No File Uploaded

### 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	No File Uploaded
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)	<a href="#">View File</a>

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

902

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 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	D. Any 1 of the above
--	-----------------------

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
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)	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows**

**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="https://www.khudirambosecentralcollege.com/documents/students_satisfaction_survey/SS_S_2020-21.pdf">https://www.khudirambosecentralcollege.com/documents/students_satisfaction_survey/SS_S_2020-21.pdf</a>

## 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

1341

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

#### 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

116



File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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 institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners. The College understands that not all students share the same level of academic competence. At the beginning of academic session for Semester 1 departments get a clear picture of the level of academic competence and plan accordingly. Departments have system of tutorial class where slow learners are provided with extra help. If necessary reading materials are also provided and they are tutored in writing answers and how to prepare for exam. The students who exhibit extra academic competence are also guided. These students are also supplied with study materials that will be challenging for them to comprehend. They are also asked the line of career they want to pursue and accordingly they are groomed. Departments organize different programmes where all students participate. This bonding is also instrumental in helping the slow learners pick up certain tricks from their peers and the advanced learners get to understand their peers who need help from them. This human bond goes a long way in building a strong department.

File Description	Documents
Link for additional Information	Nil
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
1496	39

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

## 2.3 - Teaching- Learning Process

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

The departments practice the motto of self reliance in teaching learning. The syllabus is as prescribed by University of Calcutta.

1. **Class-room lectures:** using black-board and chalk is the principal mode of teaching, though the pandemic situation has enforced online teaching using online platforms.
2. **Interactive Methods:** are also used by faculty. Teachers motivate students to participate in group discussions, subject quiz, and question and answer discussion for better understanding of the subjects.
3. **Experiential Teaching/Laboratory method:** is used in the Geography and Journalism and Mass Communication subjects to acquaint the students with facts directly. The pandemic situation had enforced teachers to explain processes by introducing them with online available resources.
4. **Project Work:** Many of the courses in CBCS syllabus requires Project/field work. I
5. **Seminars and Workshops:** are organised regularly by most Departments, to keep students updated in the recent fields of study and broaden their outlook towards the subjects they are learning. During the pandemic, students were provided with links to many Webinars organised by different forums of the respective subjects.
6. **Field trips &Excursions:** Avoided due to pandemic

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

- The departments of Journalism & Mass Communication and Geography have their ICT enabled classrooms.
- Apart from these two the College has 2 more Smart Classrooms where other departments take classes as and when required.
- The teachers use technology aided teaching methods like PPTs

to make the teaching more interesting. During the COVID 19 pandemic, ICT facilities were fully availed of, for conducting the classes (Theory and Practical) using ICT enabled platforms like Google Meet, Google Classrooms, Zoom Meet, where students were contacted by WhatsApp groups created for all group of students of all Departments. Study materials, notes, previous year questions were distributed among students through these groups.

- The College library has subscription to INFLIBNET and teachers use this as a learning resource. Students are provided with different web links of journals and articles so that they can use these at their time.
- In the pandemic period, all Internal Examinations of college and University conducted examinations were carried out using ICT enabled techniques.
- Admission of fresh students, verification of documents University Registration, Form fill-up were performed using electronic media.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

### 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

9

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

<b>2.4.1 - Number of full time teachers against sanctioned posts during the year</b>	
40	
File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded
<b>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)</b>	
<b>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</b>	
5	
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)	<a href="#">View File</a>
<b>2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)</b>	
<b>2.4.3.1 - Total experience of full-time teachers</b>	
368	
File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>
<b>2.5 - Evaluation Process and Reforms</b>	

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

The College has an Examination Committee. All examinations are centrally administered by this Committee. The schedule is prepared by this Committee and invigilation chart is accordingly prepared.

Under the CBCS pattern internal assessment is also part of University exam as the marks get uploaded in the University portal. Hence, this exam is monitored by the College Examination Committee.

The departments of the College have their own mechanism of tracking the progress of the students. Assignments are given to the students and the students get a detailed analysis of their performance. This discussion is held in the classroom.

Students are also free to voice their doubts and these doubt clearings continue beyond classroom hours.

The CBCS pattern is very tight as far as time frame is concerned. Completion of syllabus poses a serious challenge. Given the situation departments not only bank on written assignments but also employ variety of methods like quiz, peer teaching, brief presentations where the teachers are able to monitor the progress of the students.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://www.khudirambosecentralcollege.com/documents/igac_cells_and_committees.pdf">https://www.khudirambosecentralcollege.com/documents/igac_cells_and_committees.pdf</a>

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

The departments of the College have their own mechanism of tracking the progress of the students.

- Assignments are given to the students and the students get a detailed analysis of their performance. This discussion is held in the classroom. The class tests papers are returned to the students and they get a detailed feedback of their

performance from the respective teachers.

- The marks of Internal Assessment is 20% of overall result of a student under the CBCS system. The process of uploading marks of the University examination Portal is done online. Once submitted, it cannot be reverted from the college end.
- Greivances related to University Examinations are placed before the Controllers of Examinations Office, which are addressed in due course of time.
- The answer-scripts of Internal/tutorial examinations are preserved in the college for a stipulated period of time, so that any inquiry coming up within this period can be solved without any difficulty.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="#">nil</a>

## 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.

The Programme Outcome and Course Outcome of each department is present in the College website.

Programme/Course outcome is an integral part, that pertains to the vision and mission of the college. Though it is basically an undergraduate college, the college emphasizes on outcome-based learning such that it suits to the present day interests of the students. Programme outcomes pave the way for students to progress successfully towards higher education. What they learn at the Under-graduate level of each course serves as the pillar for higher education.

The PO, PCO and CO are displayed on the College Website, so that newly admitted students can make effective academic and career choices before enrolment. The teachers of all disciplines internalize the Programme Outcomes (PO) of the syllabi formed by the Affiliating University.

The Programme Specific Outcomes (PSO) and then the detailed Course outcomes (CO) are discussed at the Departmental meetings, during the allocation of syllabus

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.khudirambosecentralcollege.com/documents/AQAR_Documents/Programme_Outcome_2021_for_Sem_6_Students_2021.pdf">https://www.khudirambosecentralcollege.com/documents/AQAR_Documents/Programme_Outcome_2021_for_Sem_6_Students_2021.pdf</a>
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 programme outcome is done at two levels -

The Academic Subcommittee is a statutory body where the result of the final semester is placed. An analysis of performance takes place with suggestions where there can be improvements.

The departments, after result is published also have their departmental meetings. The result is discussed and ideas for improvement are noted. This is done at after publication of each semester result.

- Every Department gives proper emphasis on proper distribution of syllabus among the teachers with timeframe for completion of syllabus, which is already displayed in every paper/course of the University Syllabus. Every Department has a well-defined plan for teaching and learning.
- The students' progress is evaluated continuously through various methods like interactive-participative learning, group discussions, viva-voce during laboratory work, short class-tests, home assignments etc.
- Mentor-mentee meetings are held to access problems of the students. During the pandemic, many students were stressed enough, and psychological boost was provided through such groups.
- The major Programme Outcome of Primarily UG college is progression of students to higher education.
- The college tries to keep track of the progression of students through personal and departmental contacts.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.khudirambosecentralcollege.com/documents/AQAR_Documents/Programme_Outcome_2021_for_Sem_6_Students_2021.pdf">https://www.khudirambosecentralcollege.com/documents/AQAR_Documents/Programme_Outcome_2021_for_Sem_6_Students_2021.pdf</a>

### 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

408

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
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.khudirambosecentralcollege.com/documents/students\\_satisfaction\\_survey/SSS\\_2020-21.pdf](https://www.khudirambosecentralcollege.com/documents/students_satisfaction_survey/SSS_2020-21.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)	No File Uploaded

### 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)	No File Uploaded
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	<a href="https://www.icsf.net/resources/social-development-and-sustainable-fisheries-west-bengal-by-shilpa-nandy/?utm_source=mailpoet&amp;utm_medium=email&amp;utm_campaign=publication-news-alert_20">https://www.icsf.net/resources/social-development-and-sustainable-fisheries-west-bengal-by-shilpa-nandy/?utm_source=mailpoet&amp;utm_medium=email&amp;utm_campaign=publication-news-alert_20</a>

### 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

10

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

0

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

#### 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

4

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

1. Local Community Children and Elder people were given clothes, blankets and mosquitoes

2. Swachh Bharat abhiyan Mission was followed by volunteer cleaning of the Baghajatin Statue in front of the college gate, Department cleaning all were done in the period after college reopened after pandemic

3. Online Webinars were organised on health and hygiene by NSS

File Description	Documents
Paste link for additional information	<a href="https://www.khudirambosecentralcollege.com/facilities/nss/report_of_programme_under_NSS.pdf">https://www.khudirambosecentralcollege.com/facilities/nss/report_of_programme_under_NSS.pdf</a>
Upload any additional information	<a href="#">View File</a>

**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**

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
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**

1

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	No File Uploaded

### 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

76

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

### 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

1

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	<a href="#">View File</a>

#### 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

0

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

## 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.

1. **Classrooms:** The college has classrooms of various sizes for classes of different strengths. The classrooms are well-ventilated, well equipped with sufficient number of benches, lights and fans. The College has a main building and an annex building. There are around 17 classrooms in both these buildings.

2. **Library:** The central library is an age-old library, situated at the first floor of Bidhan Sarani campus, covering a carpet area of approximately 800 sq.ft. It has a seating capacity of approximately 20 students at a time. The library uses KOHA software and is partially automated.

3. **Laboratories:** There are 3 laboratories for subjects Commerce, Geography and Journalism & Mass Communication. The laboratories are adequately equipped to cater to the CBCS syllabus.

4. **Auditorium:** The College auditorium is called Bagha Jatin Sabagriha after the freedom fighter Bagha Jatin, our alumni. The size of this auditorium is approximately 2200 sq.feet. It is well ventilated and has seating capacity of around 150 students.

5. **Office:** All work in office is digitalized

6. **Computers:**

- All Departments have laptops.
- Desktops - Journalism & Mass Communication - 10; Geography -

6; Commerce - 8; Library - 3; Office - 6

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.khudirambosecentralcollege.com/facilities/classroom_regular.php">https://www.khudirambosecentralcollege.com/facilities/classroom_regular.php</a>

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

**Cultural Activities** The college has a cultural committee which actively organises and participates in different programmes like arranging drama, dance, recitation, debates in programmes like National Youth Day, Basanto Utsav, Rabindra Jayanti and like. The committee every year organises Intra-Cultural competition on the last day before the Durga Puja Vacation. But due to Covid-19 pandemic all the events were organised in the online mode .

#### Sports and Gymanasium

The institution has an active sports committee which participates in different district , university and state level competition and also secures awards and medals in different position. Every year in the month of Jn/feb Annual Sports Day is arranged where both teacher and students participates in different ganes and sports.The college has a physical Education department and also has a physical instructor. There is also an established gymnasium in the top floor of the main building.

#### Games (Indoor and Outdoor)

There is a table tennis and carrom for the recreation of the students placed in the students' common room. The Games and Sports Committee arranges indoor games competition also.But due to pandemic situation no such event could takes place during this year.

#### Yoga

The College celebrates International yoga Day on 1st June of every year where our physical instructors with students performs various Yoga for the benifit of the students and staff health. This year the event could take place due to pandemic situation.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.youtube.com/@culturalcommittee_khudiramb8066">https://www.youtube.com/@culturalcommittee_khudiramb8066</a>

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

4

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

6

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.khudirambosecentralcollege.com/facilities/classroom_smart.php">https://www.khudirambosecentralcollege.com/facilities/classroom_smart.php</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

1361528

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

The library is situated on the first floor of the Main Building, covering an area of approximately 800 square feet.

The Institution has a Central Library with a almost 18,000 collection of text-books, reference books, peer-reviewed journals and some bound volumes of journals.

Library has LMS(Library Management Software) installed on 2016.

Library Circulation is manually maintained and a process of Computerization of library resources is going on. Library Automation is under process by using KOHA software

In 2020-21 Library circulation and other processes wre conducted manually except Cataloging of the New Book Purchases.

Beside this, our library accommodates a reading room with a seating capacity of twenty for students and two for teachers. There are three computers available, one for the library catalogue (OPAC), one for student and teacher access, and one for library staff, all connected through a Local Area Network (LAN). Additionally, WiFi is accessible, and CCTV surveillance is in place with one camera.

During pandemic there were 152 new library membership was added for students. Students were not allowed to borrow books to their home but every alternate day the libray remained open for students. Student utilized the reading room facility as well as scanning books from library.



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil
<b>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</b>	<b>D. Any 1 of the above</b>
File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>
<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>	
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>	
0	
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)	<a href="#">View File</a>
<b>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)</b>	
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>	
9	

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

There are different digital technological facilities available in the college. There are 4 smart classrooms.

The College offers wifi facilities to the staff as our Teachers' Room, Office and Library are wifi enabled. All our maintenance, like students' data, financial data and admission are done using this facility. There is annual maintenance of this facility.

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

### 4.3.2 - Number of Computers

33

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	No File Uploaded

### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

### 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)**

613658.00

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The college employs a well-organized and decentralized approach to maintain its physical, academic, and sports facilities. At the start of each session, the budget is presented to the finance committee, then approved by the Governing Body. Academic needs, including books, journals, and event arrangements, are communicated to the Principal by department heads and committees, ensuring alignment with budgetary allocations. Committees oversee physical facility maintenance, with extensive cleaning mechanisms and NSS involvement in campus upkeep. Urgent maintenance is promptly addressed, while sports equipment and facilities are regularly monitored. The auditorium, water purifiers, and canteen are maintained, with CCTV, WiFi, and computer systems under annual contracts. Laboratory equipment is managed by departmental staff, while the library committee oversees book procurement based on allocated funds and departmental requests, with decisions made in meetings with the Principal.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.khudirambosecentralcollege.com/about_us_policies.php">https://www.khudirambosecentralcollege.com/about_us_policies.php</a>

**STUDENT SUPPORT AND PROGRESSION**

<b>5.1 - Student Support</b>	
<b>5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
<b>5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
150	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>
<b>5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year</b>	
<b>5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year</b>	
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)	No File Uploaded
<b>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>	<b>E. none of the above</b>

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

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

595

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

595

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
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

32

File Description	Documents
Self-attested list of students placed	No File Uploaded
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

40

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	<a href="#">View File</a>

### 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**

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
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.**

0

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

**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 )**

During this session 2020-21, there was no students' union in our college as per the notification published by Higher Education For University and colleges but students representation was visible in the Governing Body, IQAC of the college. The students' unit usually participated in all the programmes of the college. Some of the programme organised by their initiatives are Annual Freshers' Welcome during the month of October/November, Annual Picnic in the month of December/January, Saraswati puja during january/February, Annual Social during March, Basanto Utsav and also they generally organise Blood Donation Camps. The Students' unit is very active

in participating in different co-curricular and extra-curricular activities. as well in administrative issues also.

File Description	Documents
Paste link for additional information	<a href="#">nil</a>
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

4

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
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)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

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

The institution has a registered Alumni Association -- Punarnava registered under Societies Registration Act, 1861 bearing registration number S/2L/49590. The institution has a rich and distinct Alumni including Martyr Baghajatin, Nanda lal Bose, Poet Satyen Dutta and like. the Alumni arranges annual programme generally in the month of March where ex-students teachers -principals/TIC/ex-GB members are invited and a small cultural programme takes place. Also Alumni of KBCC believes in social welfare service. NGos Like Man for Man, Slum Childrens, Old women are invited where a small token of appreciation are provided to them. Also they perform cultural programme with our alumni. Distinguished Speakers are also invited to give a special lecture



on a particular theme. The entire programme is funded by the Alumni Association fund clubbed with donor's fund, sponsorship and like. On this day renewal of membership takes place. Also The Annual General Meeting of the body takes place. However, This year Alumni programme could not be conducted due Covid-19 restrictions.

File Description	Documents
Paste link for additional information	<a href="https://www.khudirambosecentralcollege.com/alumni_registration_certificate.php">https://www.khudirambosecentralcollege.com/alumni_registration_certificate.php</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**E. <1Lakhs**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>

## **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

Khudiram Bose Central College adheres to the guidelines prescribed by University of Calcutta and UGC and has an able Governing Body that keeps in mind the objective of 'self reliance' while framing policy decisions for the College. The President of Governing Body is an eminent academician. The Principal is the secretary of the Governing Body and there are representatives from Government of West Bengal and University of Calcutta who have been involved in policy implementation. Representatives from teaching and non teaching sectors also contribute to the development of the College. College adheres strictly to the syllabus prescribed by University of Calcutta. However, within the framework of the given syllabus departments have the flexibility to strategize implementation. The Governing Body gives liberty to the departments to do so.

The College places emphasis on self reliance as its vision statement. Generating core sense of values is the motto that will make each member of the College and the students better citizens. Each activity of the College is motivated in making the

institution self reliant as well as the students self reliant. Our vision and mission, aims and objectives along with code of conduct are all specifically mentioned in the college website.

File Description	Documents
Paste link for additional information	<a href="https://www.khudirambosecentralcollege.com/about_us_the_college.php">https://www.khudirambosecentralcollege.com/about_us_the_college.php</a>
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.

a. Management is decentralized and this helps in smooth functioning of the College. As far as administration is concerned the pattern of management is pyramid \_\_Governing Body\_>Principal > IQAC> Teachers, Library, Office, Students

- b. Decentralization is also followed within each sector -I) Teaching Sector Represents: Teachers Council Secretary> Head of The Department> Departmental teachers and Staff
- c. Non Teaching Sector: Head Assistant> Accountant > Cashier> Clerks> Menial Staff
- d. Library: Librarian> Library Clerk> Peon.
- Each sector contributes in sustenance and growth of the College.

The diagrammatic way of this process is uploaded in pdf. Format

File Description	Documents
Paste link for additional information	<a href="https://www.khudirambosecentralcollege.com/administration_governance_management.php">https://www.khudirambosecentralcollege.com/administration_governance_management.php</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Governing Body - the meetings of the Governing Body is primarily geared to strategy deployment. The Principal places all the

recommendations before the House and accordingly decisions are arrived at.

Financial planning - the budget is prepared and first discussed in the Finance subcommittee and then placed before the Governing Body at the beginning of financial year. The budget is prepared against the actual expenditure incurred in the last financial year.

IQAC - the Internal Quality Assurance Cell, at the beginning of each academic year recommends certain strategies that will contribute to the growth of the institution. The IQAC also reviews the strategies of the previous academic year and accordingly suggests implementations.

Departments --- Each Department prepares its own POA at the start of Academic Year.

Cells and Committees - the various cells and committees are all motivated in strategy deployment. All areas of student interest are catered to through these cells and committees.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="#">nil</a>
Upload any additional information	<a href="#">View File</a>

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.

1. All policy decisions are taken by the Governing Body of the CollegePrincipal executes them with help of teaching and non teaching staff. The Finance sub committee and the Academic subcommittee are the other statutory bodies responsible for financial transactions and all academic decisions of the College respectively
2. The Teachers' Council is responsible for the well being and dealing of all issuesof the teachers.
3. To ensure smooth and effective teaching the College follows the system of inviting teachers to take some classes covering particular topics. As College is not allowed to

make any appointment of teachers, even on guest lecture basis, visiting teachers serve as an effective tool.

4. As non - teaching appointments are within the purview West Bengal College Service Commission the College faces severe dearth of non - teaching staff. To meet the shortage of non - teaching staff the College hires required people from different agencies.
5. Implementation of e-governance in areas of operation  
-Admission - admission to first semester is entirely done in online mode.
6. students' data is managed through software (customized according to the need of college)
7. Finance - WBIFMS (salary component HRMS module), non salary component under e -billing module
8. Library - KOHA software

File Description	Documents
Paste link for additional information	<a href="https://www.kbccadmission.com/">https://www.kbccadmission.com/</a>
Link to Organogram of the Institution webpage	<a href="https://www.khudirambosecentralcollege.com/administration_governance_management.php">https://www.khudirambosecentralcollege.com/administration_governance_management.php</a>
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	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)	No File Uploaded

### 6.3 - Faculty Empowerment Strategies

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

- As per University of Calcutta norm the College enjoys the benefit of Puja Vacation. There is also provision of summer recess and winter recess. These recess periods can be enjoyed by staff of college provided there is no work assigned by Head of Institution.
- There is a scheme of Provident fund for the employees of the college.
- There is a scheme of Group Insurance for the employees of the college.
- There is, as per Govt. of West Bengal order Maternity (180 days) and paternity (15 days) leave.
- There is Medical Insurance facility (West Bengal health) for the employees of the college.

There is Casual leave of 15 days for the employees of the College.

- There is system of festival advance for the staff of the college that is given to them during Durga Puja.
- The casual staff of the College receive an ex-gratia during Durga Puja.

File Description	Documents
Paste link for additional information	<a href="#">nil</a>
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)	No File Uploaded

### 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**

9

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)	No File Uploaded

**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**

9

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	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

1. The IQAC of the College conducts Students' feedback of college.
2. Some departments have their departmental feedback and report is submitted to IQAC.
3. The College arranges Parents' Meet every year and the feedback of the parents are documented.

File Description	Documents
Paste link for additional information	<a href="https://www.khudirambosecentralcollege.com/students_satisfaction_survey.php">https://www.khudirambosecentralcollege.com/students_satisfaction_survey.php</a>
Upload any additional information	<a href="#">View File</a>

#### 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 institution conducts internal audit regularly (Audit complete till 2022 - 23)

External financial Audit is done by auditor sent by Government of West Bengal. (Audit complete till 2021 - 22)

File Description	Documents
Paste link for additional information	<a href="https://www.khudirambosecentralcollege.com/iqac_agar.php">https://www.khudirambosecentralcollege.com/iqac_agar.php</a>
Upload any additional information	<a href="#">View File</a>

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)

27000

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

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

The primary source of fund of the College is tuition fees collected from the students. The major expenditure of the College is maintenance of infrastructure. As our College building is not in the name of the College there is no financial aid from government in maintenance of building. Hence all capital expenditure, building maintenance are managed from tuition fees that the College gets.

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

The Internal Quality Assurance Cell (IQAC) plays a crucial role in maintaining and enhancing the quality of education within an institution. It serves as a self-regulatory body inside an educational institution, responsible for planning, implementing, and measuring the effectiveness of various measures to improve institutional quality.

In this pandemic phase this Cell played an active role in ensuring that students' interest was not hampered. The Cell was vigilant in taking measures to monitor online classes and continuous revision of online routine as and when required. The Cell also asked departments in taking up activities that will interest the



students. All our programmes took place online. Teachers were also asked to maintain contact with parents and talk to them about the progress of their ward. Different departments had online PTMs

File Description	Documents
Paste link for additional information	<a href="https://www.khudirambosecentralcollege.com/iqac_agar_documents_procedures_policies.php">https://www.khudirambosecentralcollege.com/iqac_agar_documents_procedures_policies.php</a>
Upload any additional information	<a href="#">View File</a>

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

During Pandemic, the institution reviewed its teaching learning by adopting online process of teaching -learning evaluation by google forms, google classrooms, google meet. Online meetings with the administration as well as internal teachers and departments were conducted on online mode. The governing body of the college also supported the departments as per their needs. The Parents counseling and students mentoring was also done by the institution. The mentor -mentee system was done and every week the head of the department uploaded their weekly progress report in the institutional website. Even university exams were conducted smoothly in an online mode. The IQAC also arranged several webinars, students' induction programme, CAS oriented Webinar, e-magazine, audio books by departments were published. The IQAC also conducted meetings related to staff welfare and like.

File Description	Documents
Paste link for additional information	<a href="#">nil</a>
Upload any additional information	<a href="#">View File</a>

**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**

D. Any 1 of the above

**recognized by state, national or international agencies (ISO Certification, NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.khudirambosecentralcollege.com/iqac_minutes.php">https://www.khudirambosecentralcollege.com/iqac_minutes.php</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

**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

Our institution always believes in the motto of self-reliance. We have almost an equal ratio of boys and girls students studying in our college. We have more women employees. Women rights and their facilities have always been prioritize by the governing body of the college.

Various committees primarily focus on sensitization of women like Internal Complaints Committee (ICC) which organizes gender sensitization programmes but due to pandemic year, no major programme could be undertaken. Other Committees include Anti - Ragging Cell, Grievance Cell. NCC and NSS unit have active women participation.

Our girl students have showcased their talents under sports and cultural field where they are recipients of awards and medals in district level and state level.

Government of West Bengal have introduced few women specific schemes like UN acclaimed KANYASHREE which all of our students availed successfully. The institution also has endowment and there is one specific category for the female topper of the college.

Our institution arranged one online webinar on Health and Hygiene to be maintained during Covid -19 with specific relevance to women

and children on 15th August, 2020 by NSS committee of the College. The institution has some specific facilities for girls students.

File Description	Documents
Annual gender sensitization action plan	<a href="https://www.khudirambosecentralcollege.com/facilities/nss/report_of_programme_under_NSS.pdf">https://www.khudirambosecentralcollege.com/facilities/nss/report_of_programme_under_NSS.pdf</a>
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	<a href="https://www.khudirambosecentralcollege.com/facilities/facilities_for_female_students.pdf">https://www.khudirambosecentralcollege.com/facilities/facilities_for_female_students.pdf</a>

**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	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

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 solid waste from garbage bins is collected regularly by cleaners and is segregated and collected daily by Kolkata Municipal Corporation cart.

Liquid waste from toilets is discharged through proper drainage system. All the waste from girls toilets( like sanitary pads) are disposed in sanitary pad dustbin kept in the girls toilet to maintain the hygiene.

There is a small space where few plants are planted and it is maintained by a gardener on weekly basis

E-Waste management like old version computers, equipments,

electronic gadgets, circuits, old printers are redistributed to the main office of our college and are collected from each department and are safely disposed with due permission from the main office of the college.

All the junk like old files, journals, used answer sheets etc. from every department and offices are sent to main office godown for further processing.

In spite of college shut down, our authority frequently arranged sanitization properly with professional agencies within the campus. The institute always has taken initiatives related to health hygiene awareness programme like Dengue Awareness, Covid-19 Awareness Programme . The institutes in future plans to sign a MOU with DISHA who are leading organization in West Bengal in maintaining E-Wastes.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="https://www.khudirambosecentralcollege.com/gallery/nss_dengue_awareness_campaign.php">https://www.khudirambosecentralcollege.com/gallery/nss_dengue_awareness_campaign.php</a>
Any other relevant information	<a href="#">View File</a>

**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**

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

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

C. Any 2 of the above

<b>1.Restricted entry of automobiles</b> <b>2.Use of Bicycles/ Battery powered vehicles</b> <b>3.Pedestrian Friendly pathways</b> <b>4.Ban on use of Plastic</b> <b>5.landscaping with trees and plants</b>	
---	--

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

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

<b>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</b>	E. None 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	No File Uploaded

<b>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</b>	E. None 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	No File Uploaded

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).

Our College caters to students from different cultural, social and economic background. This has never acted as an obstacle rather this has strengthened the unity among the students and has helped the students to develop the quality of inclusiveness. The students and the staff embrace everyone irrespective of caste, creed, race, religion and language. All efforts are sincerely taken to ensure that no discrimination is made and nothing is professed that fosters the sense of 'otherness'. All College programmes equally engage people from diverse backgrounds and talent is equally explored in all students. All language is equally respected and on International Mother Language Day freedom and scope is given to celebrate the different languages. Our teachers from Darjeeling enrich us by reciting poems in their mother tongue. Drama based on Communal harmony has been performed by college students and teachers on Bhasa Divas, social and cultural message based drama are executed by the students and teachers on National Youth Day, Hindi Divas. Cultural Committee of the college arranges intra-college cultural competition where students participate irrespective of their background

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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

- "Self Reliance" as inscribed in the logo and the motto of our institution where the students and staff follows the path of equality, justice and believes in equal access to opportunity of resources available and as prescribed in our constitution of India. All the students and employees will not only dedicate themselves towards academics but also will rendered themselves towards community services specially for the downtrodden segment. Due to heterogeneous culture of the students coming from different class, caste, religion and race, sensitization and awareness programmes are conducted to generate the feeling of One India- One Nation. Since this period was Covid-19, therefore the programmes were conducted online and only few programmes were arranged offline. To specify
- National Youth Day was observed in a blended mode on 12.01.2021 organised by NSS unit
- • Students' Induction Programme(online ) was organized by IQAC on 06.01.21
- • Health is Wealth" - How to fight with Covid-19 an online programme was held by NSS on 15th August, 2020 where two medical practioners delivered their lectures
- • We Care Programme was organized on 21st October - a programme for local community service
- Parent-Teachers Meeting was held on 20th Feb, & 21st Feb 2021

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**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**

C. Any 2 of the above

**and other staff 4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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

Date Programme Organised by 15.08.2020 Independence Day: Online Lecture on Health is Wealth NSS unit 07.09.2020 International Webinar on India-China Relations Department of Political Science 12.01.2021 National Youth Day(Blended Mode) NSS Unit 23.01.2021 Netaji 's Birthday Observation NCC & NSS 26.01.21 Republic Day Online Programme NSS

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

**Best Practice 1: We Care**

**Objectives**



- Reach out to people in local community

#### The Context

- Inculcate in the students sense of values that will make them participative citizens.
- Show them that getting involved in the well being of people is a human attitude and has to be nurtured.

#### The Practice

- Clothes, mosquito nets, blankets purchased and school kits to children
- 100 coupons were prepared.
- Based on coupons the different items were distributed.

#### Evidence of Success

- On that day 100 people were benefitted. Amount collected was around 27,000/- (Rupees twenty seven thousand only)

#### Problems Encountered and Resources Available.

Challenge was in maintaining social distance while distributing goods

#### Best Practice 2: Mentoring Students and Counseling Parents

##### Objective

Ensure interested students were not deprived of education

##### Context

- Financial difficulty in family made students take up jobs. They could not attend online class.
- Parents wanted girl students to get married.

##### Practice

- Counseling parents in keeping their ward in studies.
- Addressing mental health issues of the students
- Teachers counseled parents over phone
- Special classes held, online materials provided to facilitate learning

**Evidence of Success**

- Drop outs significantly reduced.

**Problems encountered and resource available**

- Lack of infrastructure, internet issues made difficult to reach out to students

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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

The year 2020-21 was difficult for academic dissemination. The College was faced with two fold challenge - to ensure that students got the maximum benefit of class and to keep students engaged in different activities to keep their morale high. The College had to acclimatize to the online system and hence it was treated with priority. The entire thrust was on framing policies in how to obtain maximum benefit keeping in mind the diverse economic background of our students.

The College attained total success in this field. Our online class was managed without any hitch and even students who were forced to become earning members in this difficult time were given special classes. Each department arranged programmes online. There was an online Independence Day Celebration, audio books, e -magazines, e -quiz, students' seminar in online mode, online debate, film shows followed by discussion, plethora of webinars conducted by departments and cells, semester 1 induction programme, awareness programmes by cells. The departments mentored the students and also their parents and there were online meetings with parents. Departments also successfully executed online orientation program for Semester 1 students.

This was possible because we never lost sight of our task at hand.

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

### 7.3.2 - Plan of action for the next academic year

- Improve the quality of conducting online classes.
- Arrange online skill development courses.
- Organizing webinars by reputed scholars/academicians in collaboration with national and international Institutes to enrich teachers and students alike.
- Restructure the feedback mechanism.
- Signing of MOUs with academic institutions, industries and NGOs.
- Complete the pending work in College auditorium.
- Arranging wifi facility within College premises so that teachers could take class from College in online mode.
- Generating space within existing campus for creation of more classrooms.