



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		KHUDIRAM BOSE CENTRAL COLLEGE
Name of the head of the Institution		DR SHUBHRA DUBEY
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03325557102
Mobile no.		9830094793
Registered Email		kbcc_iqac1884@rediffmail.com
Alternate Email		kbcc.iqac.internal@gmail.com
Address		71/2A, Bidhan Sarani.
City/Town		Kolkata
State/UT		West Bengal
Pincode		700006
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Anamika Nandy
Phone no/Alternate Phone no.	919830335050
Mobile no.	9830335050
Registered Email	anamika.2k8@gmail.com
Alternate Email	khudiram.bose@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.khudirambosecentralcollege.com/documents/AQAR/KBCC_AQAR_Report_2018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.khudirambosecentralcollege.com/

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	C+	61.9	2007	31-Mar-2007	30-Mar-2012
2	B	2.13	2016	05-Nov-2016	04-Nov-2021

6. Date of Establishment of IQAC	24-Apr-2013
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
National Youth Day	12-Jan-2020	150

Celebration	1	
Celebrating the International Yoga Day	21-Jun-2019 1	105

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	nil	nil	2020 0	0

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

7

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

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

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

No

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

1. Celebrating important days by organising awareness programme like National Youth Day, International Language Day, International Yoga Day 2. Campus Enrichment Initiatives like organising cultural programmes like intra college competition, publication of Departmental wall Magazine 3. Publication of College Academic Journal Pragya with special tribute to Mahatma Gandhi on commemoration of 150th Birth anniversary 4. Inter College participation of students in esteemed institutes like Narendrapur RamKrishna Mission, Belur Vidyamandir, Vivekanandas ancestral Home

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

Plan of Action	Achievements/Outcomes
<ul style="list-style-type: none"> • Preparation of Academic Calendar by each department is to be uploaded before the start of academic session. • Each department can have its own activities planned for an academic session. 	<ul style="list-style-type: none"> • Academic Calendar prepared by each department and both hard copy soft copy handed over to students. • Each department plans its yearly activities well in advance
<ul style="list-style-type: none"> • Departments can plan its own short term courses that will benefit the students of the College. • Orientation programmes to help students understand syllabus. • Extra academic help to facilitate students will difficulty in learning. Some departments already have this facility of supporting students in this regard. Other departments may be asked to frame policies to benefit students. • Each department to monitor the progress of students. • Departments to diversify teaching and learning strategies to motivate students. • Involvement of guardians in the progress of their respective wards 	<ul style="list-style-type: none"> • Orientation program for the new comers was organized. • Special Lectures and Remedial classes organized by all departments. • Regular class test are held. • No. of departments take up model making and use of illustrative poster as alternate learning tools. Educational tours are held regularly. • Guardian's meet are held annually.
<ul style="list-style-type: none"> • The College can have its own Research Committee to promote the culture of research in teachers and students. 	<ul style="list-style-type: none"> • The College has constituted a research sub-committee to encourage the teachers to take up research projects.
<ul style="list-style-type: none"> • Identifying new classrooms • Completing the internal decoration work of College auditorium • Maintenance of existing desktops and laptops in laboratories, office and departments. • Purchase of new books for College library. • Subscription of UGC INFLIBNET, N-LIST 	<ul style="list-style-type: none"> • Few new classrooms have been identified adjacent to the college auditorium. • Additional decoration work was in active consideration but due to onset of COVID 2019 pandemic situation work was stalled. • Regular maintenance of all electronics gadgets is carried out. • Subscribed to UGC INFLIBNET, N-LIST
<ul style="list-style-type: none"> • The College will promote sports as health is of prime concern with the youth of today. Students should be encouraged to participate in different sports activities that are held by the University, district and other organisations. Departments will ensure that students take an active interest in games and sports. • As holistic development of student is the aim of the College initiative to be taken to see that apart from academic and health the students also have an exposure to other aspects of development like the cultural side. • Career Counseling Cell to arrange programmes with different 	<ul style="list-style-type: none"> • College actively participated in different sports activities that are held by the University, district and other organizations. • Cultural activities find important place in the college academic calendar. • Regular Career Counseling activities are organized which are quite popular among the students. • Photography Club organized by the students and teachers of Journalism and Mass Communication department. • Tution fee waiver scheme for the needy meritorious students are wholly borne by the college authority.

organisations who will groom students to face job interviews. • Opening different clubs like Environment Club and Photography Club. • College already has tuition waiver scheme for students and the same to be followed this academic session.	
<ul style="list-style-type: none"> • Academic and Administrative Audit (AAA) to be targeted this academic year and should be done by the end of 2020. Principal to take initiative in forming a team for internal AAA and external AAA. • Academic extension • Timely uploading of AISHE • Timely uploading of AQAR • Office documentation • Preparation of academic and administrative calendar • Timely preparation and submission of promotion papers of teachers • Ensure infrastructural development and sustenance 	<ul style="list-style-type: none"> • Academic and Administrative Audit (AAA) are under active consideration but due to COVID 2019 pandemic situation work could not proceed. • Academic Extension in the form of inter-disciplinary approach. • AISHE uploaded within time period. • Financial documentation at the college level takes place. • Academic & Administrative calendar framed. • Preparation and submission of promotion papers of teachers conducted. • Care is taken for maintenance of infrastructural facilities.
<ul style="list-style-type: none"> • Playing the National Anthem in College every day before commencement of class • Identifying a song for College • Plastic free zone • Welfare programme for locality • Check feasibility of solar panel in College • Check feasibility of rain water harvesting in College 	<ul style="list-style-type: none"> • Due to some technical glitches Playing the National Anthem in College daily could not be taken up. • At least three songs have been identified. • Programmes for welfare of local community have been undertaken. • Construction of Solar panel was found to be un-feasible. • Rain water harvesting in College has been under active consideration.
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td>Governing Body of the college</td> <td>02-Aug-2021</td> </tr> </tbody> </table>	Name of Statutory Body	Meeting Date	Governing Body of the college	02-Aug-2021	
Name of Statutory Body	Meeting Date				
Governing Body of the college	02-Aug-2021				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes				
Date of Visit	26-Sep-2016				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2020				
Date of Submission	13-Nov-2020				

17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p> Student Admission Module: Admission process through this online module. Student Fee Collection Module: Students Fees of different types are collected through this online process. Salary Module (HRMS): Salary of all types of staff are made through this online module. All salary data are saved in this module. HOO Module in HRMS: Staffs service related information are maintained in this portal. ebilling Module (IFMS): Other than salary bills are processed through this module. Library Automation (KOHA): Library information like book list, issue and return of books to students etc. are processed through this module. College Accounts and Audits has been maintained in TALLY accounting software. </p>

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The curriculum of the college keeps in focus the vision envisaged by our founder, Principal Khudiram Bose. In fact, his vision of 'Self Reliance' is our motto and has served as our guiding principle in determining our course of action for our primary stakeholders. Our curriculum is aimed at holistic development of the students graduating from a micro level to macro level. Being an affiliated college, our college follows the curriculum designed by University of Calcutta. According to the curriculum of University of Calcutta, the characteristics of the present academic session is the introduction of Choice Based Credit System (CBCS) for all subjects taught at the UG level. This has meant a complete overhauling of syllabus components of marks distribution (marks for attendance, tutorials, and internal assignments / assessments) and examination pattern. The college conducted an overall orientation on entire pattern of CBCS system for all departments and at the departmental level. The college ensures effective curriculum delivery through the following steps: Syllabus distribution is done at the beginning of each academic session at the departmental level and academic calendar given to students in advance. Teachers regularly recorded their daily learning activities in a log book. Regular classes (theory and practical), tutorials, and remedial classes are conducted for the benefit of students. Invited lectures, academic tours, and excursions are conducted to enrich the academic quality of the college. Round the year assignments, class tests, tutorials, and test examination are conducted by all the departments to evaluate the student's performance. Regular meeting of the Head of the Departments with the Head of the Institution is held to discuss academic discourse of the session and results of Honours as well as general. We have different committees and cells that are patterned to inculcate in our students' different interests other than academics. The NSS, NCC and Cultural

committees cater to this growth. We encourage our students to involve themselves in different intra and inter level competitions that would widen their horizon and help them to learn how to face challenges. Our departments have their own magazines and there is also a college magazine where the students explore their independent thoughts. We encourage courses and training programmes for our students that they are always equipped with the newest and the latest. Our motto of self-reliance is aimed at transforming students from individuals to responsible individuals who would contribute to the growth and development of the society. Our curriculum is very flexible and is always revised to the best advantage of our students. The curriculum focuses at student support and progression through continuous monitoring.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
0	0	Nil	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	0	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	HONS IN BENGALI, ENGLISH, EDUCATION, HINDI, HISTORY, JOURNALISM AND MASS COMMUNICATION, POL.SC	01/07/2018
BSc	HONS IN GEOGRAPHY	01/07/2018
BCom	HONS IN ACCOUNTANCY	01/07/2017
BA	GEN IN BENG, ENG, EDU, ECON, HINDI, HIST, JMC, POL.SC, PHYSICAL EDU	01/07/2018
BCom	GEN	01/07/2017
BSc	GEN IN GEOG, ECON, EVS	01/07/2018

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	Nil	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Journalism and Mass Communication: documentary	24
BA	History: Museum visit (field study)	50
BA	Education: Academic Excursion	25
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	Yes

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

Feedback Obtained

Feedback mechanism is an important tool for analyzing an institutions curriculum as well as co-curriculum activities and how the institution is able to cater the overall needs of the students. In our college we also obtain feedback from almost all the stake holders ---students, parents ,teachers, employers in the following steps: 1. Student Feedback Process: In the end semester a feedback form is prepared by IQAC which is mainly a semi structured close/open ended questionnaire provided to the students at the end of their semester classes. On the basis of which the Student Satisfactory Survey report is prepared and submitted to the Head of the institution.2. Employers Feedback Process: Our Head of the institution visits the students for their feedback related to teaching-learning, their suggestions and overall their experience in this institution. on the basis of their feedback the Head of the institution meets the teachers and office and shares his experience with the students and ask for the changes (if any) required for the development of the institution 3. Parentss Feedback Process:An annual PTM is also organised yearly (in December) where parents are asked to share their feedback related to their wards development and their satisfaction related to this institution. In this meeting the parents freely expresstheir opinions, offers suggestions for development, interacts with teachers specific any issue concerning their ward in academics and also they ask for personal counseling of their child in matters sometimes related out of academics and like. Department Feedback process: After every internal exam in every semester the respective departments arranges a PTM where issues like attendace, result and other aspects of their wards are being discussed with the parents one by one. The parents also give their valuable feedbacks for the betterment of the teaching-learning process. Academic Council Sub-committee Feedback: The council sits with the head of the departments to discuss the results, any specific problem faced in running the department and after receiving the feedback and suggestions provided by the council, The Head of the institution tries to cater to the requirement, However, till 2018-19 academic session the institution was able to fulfill all the process of

feedback as mentioned above. In 2019-2020 session a big change drastically affected the feedback process due to the outbreak of Covid-19 and commencement of lockdown -1 phase which started from 20th March 2020. Therefore the institution was not able to arrange the annual PTM but few departments have arranged the departmental PTM in the month of Nov-December, 2019. The Employer, i.e the Head of the institution visited the departments to interact with the students during first week of December, 2019. The institution failed to collect the students feedback as this process usually takes place in the month of April-May.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Accountancy Hons	161	288	100
BA	Journalism and Mass Communication Hons	37	129	24
BA	Political Science Hons	48	63	22
BA	History Hons	48	87	23
BA	Education Hons	48	57	22
BA	English Hons	140	260	98
BA	Hindi Hons	48	56	20
BA	Bengali Hons	82	89	41
BCom	General	177	340	103
BA	General	303	552	174

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	677	0	16	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used

45	18	4	6	2	Nil
View File of ICT Tools and resources					
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring may be defined as a mutually beneficial relationship which involves a more experienced person helping a less experienced person to identify and achieve their goals. Mentoring relationships can be developed spontaneously or via any formally facilitated program. A mentor provides support, a sounding board, knowledge, encouragement, guidance, and constructive feedback to the mentee by developing a genuine interest in the growth of their abilities and talents. A mentee actively seeks support and guidance in their career and professional development from an experienced mentor. A mentee always has ultimate responsibility for their career and professional development. The relationship is based upon encouragement, constructive feedback, openness, mutual trust, respect and a willingness to learn and share. The above mentioned guidelines have long been nurtured in our Institution which has as its motto "Self Reliance". Also we at Khudiram Bose Central College believe in "Atmo Deep Bhavo" or to "Be the Light Unto Yourself". Hence students progression is regularly monitored and teachers take great care in counselling and advising their pupils in academics as also their overall development. Regular meetings are held where faculty members try to find out individual problems faced by their students and provide solutions. As part of counselling activities teachers are trained to provide simulated teaching and micro level teaching. This enhances learning interest among the pupils and trains them for comprehensive and in-depth learning. Another aspect of counselling in our institution is organizing remedial coaching for the slow learners and providing special attention for the advanced learners.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
677	45	1:15

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
17	17	0	2	7

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	RAJA GHOSH	Assistant Professor	PH.D AWARDED ON 3.12.2019
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	General	Part-3	01/06/2019	14/08/2019
BSc	General	Part-3	31/05/2019	14/08/2019
BA	General	Part-3	31/05/2019	14/08/2019
BSc	Geography	Part-3	17/04/2019	31/05/2019

	Hons			
BCom	Accountancy Hons	Part-3	16/04/2019	01/06/2019
BA	Journalism and Mass Communication Hons	Part-3	17/04/2019	25/06/2019
BA	History Hons	Part-3	17/04/2019	25/06/2019
BA	Education Hons	Part-3	17/04/2019	25/06/2019
BA	Political Science Hons	Part-3	17/04/2019	25/06/2019
BA	Hindi Hons	Part-3	17/04/2019	25/06/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The evaluation of the students on the basis of Examination is an integral part of Teaching Learning Process. The college strictly adheres and conducts a final year/ final Semester exams as par the guidelines and notice issued by the affiliating University. However the college has adopted few techniques of assessing their students in terms of theory writing skills, oration, and creative work and like. The lab based Departments like Geography, Journalism and Commerce have practical based assignments compulsory which they have to prepare based on field visit and excursion trips. Apart from these departments, the language departments of our college like Bengali, English and Hindi gives small assignments on creative writing, debates which increases their writing and oration skills. The social science departments like History, Political Science, Economics, Education also has taken the initiative of assigning small project works in terms of preparing wall magazines, field based project reports, student seminar presentation on a topic within the syllabus. The Lab based subject assignments marks are allotted as per CU regulations. The marks of the other subjects allotted in the college internal evaluation. Beside the reforms in the evaluation process of the college includes • Conducting tutorial classes, regular class Test, • Evaluation of students' performance in solving previous year question papers • Preparing them for model and poster competition which evaluates their ability to work in team, leadership qualities and critical thinking skills.

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

All the departments of our college follow and maintain uniform academic calendar and academic sessions. All the HODs prepare the academic calendar in consultation with the Principal in Academic sub Committee meeting. In the beginning of the Academic session the students are apprised of academic calendar and the same is uploaded in the college website. In the academic calendar courses, the unitization of syllabus, teacher wise distribution of syllabus tentative schedule of the college internal examinations are clearly mentioned. In the B.A.,B.Sc and B.com Academic calendar followed CBCS pattern as per university regulation. Only the Head of the department in consultation with Principal can make minor changes.

2.6 – Student Performance and Learning Outcomes

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

https://www.khudirambosecentralcollege.com/documents/IOAC_PO_CO/PO_and_CO_2019-20.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BNGA	BA	HONS	7	7	100
ENGA	BA	HONS	11	11	100
HINA	BA	HONS	6	5	83.33
EDCA	BA	HONS	2	2	100
PLSA	BA	HONS	3	3	100
HISA	BA	HONS	1	1	100
JORA	BA	HONS	26	25	96.15
GEOA	BSc	HONS	19	19	100
ACNA	BCom	HONS	39	28	71.79
GEN	BA	GEN	43	22	51.16

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2.7 – Student Satisfaction Survey

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

[Survey could not be conducted due to pandemic situation since mid March 2020.](#)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

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

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3.2 – Innovation Ecosystem

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

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

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

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

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

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

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
Nil	0	0	0

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
0	0

No file uploaded.

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	Nil	0	0	0

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	Nil	0	0	0

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Nil	0	0	0	0

No file uploaded.

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
0	0	0	0
No file uploaded.			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
ICC: Gender Sensitisation Workshop	Swayam	Initiating the youth to be more proactive and sensitive to create gender equality in our society	5	3
ICC	Swayam	Brief discussion on gender discrimination that leads to sexual harassment followed by detailed discussion of the law prevalent for the same	7	21
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
0	0	0	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering	Duration From	Duration To	Participant
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		institution/ industry /research lab with contact details			
0	0	0	Nil	Nil	0
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
0	Nil	0	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
2259400	1360696

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
Seminar Halls	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Others	Newly Added
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Partially	3.14	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	18238	Nil	647	Nil	18885	Nil
Text Books						
No file uploaded.						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	0	0	Nil

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	25	3	8	8	0	5	3	50	0
Added	0	0	0	0	0	0	0	0	0
Total	25	3	8	8	0	5	3	50	0

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
796500	485279	2022500	1043298

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

The systems and procedures for maintaining and utilizing physical, academic and sport facilities -laboratories, library. Sport complex, computers, classrooms etc. of the college is very well organized and well developed. The college has practiced a decentralized mechanism to maintain the physical, academic and support facilities. In the very beginning of the session the budget of the college for particular financial year is placed in the meeting of the finance committee and budgetary provisions are made for all these facilities. The Governing Body finally approves the budget. 1.Maintenance Academic Facilities: The overall academic requirements regarding books, journals, computers, arrangements for organizing special lectures, seminars, workshops, cultural program m, other departmental activities and all necessary stationary items etc. along with approximate budget are placed by the Departmental Heads and by the conveners of concerned committees in writing to Principal. It should be mentioned that different committees are keeping sync with IQAC and ensures the proper budget. Principal forwards the issues to Governing Body, Finance Committee, purchase committee, or any other relevant committee on the basis of requirements. In that procedure Bursar played a vital role. Tenders are usually called for large scale purchases. Sometimes required goods are also purchased from local vendors according to requirements. Financial rules of the Government are strictly followed for all purchases. Stock register is maintained regularly and properly. Particular office staffs are engaged for the same. 2.Maintenance of physical support facilities: Various

committees, subcommittees, constituent units are responsible for the maintenance of physical facilities. The regular cleaning mechanism of the college is very extensive. NSS also takes an active role in the keeping campus clean and green. For any urgent maintenance on the part of electricity, plumbing, lab machinery, computers the office arranges everything according to the demands. The sports committee monitors the equipment's of sports, games and the gymnasium regularly. Students regularly visit the gym. Auditorium are extensively used for the conduct of academic and cultural programme. Water purifier and well-maintained canteen is there for the students need. Water purifier are routinely serviced. The CCTV, and entire WIFI network, various online computerized mechanism is maintained under annual maintenance contracts. Even antivirus and software are installed and updated at specific intervals. Generator has installed for providing uninterrupted power supply. Security of students is very much important issue for the college. So, the college has appointed a whole-time security staff for providing security to all students.

3.Laboratory facilities: The laboratory equipment is maintained by the concerned departmental staff and office assistant. Computers, digital camera, projector, geographical instruments etc. are maintained by the departments.

Departments also maintained a stock register for the same. 4. Library Facilities: The Library committee are responsible for the library facility mechanism. The library committee regularly monitors the list of books. They take decision about buying new books as per allocation of funds and demands of the books provided by the Departmental Heads. The financial decision regarding purchase of books are taken in the library committee meeting with the Principal.

https://www.khudirambosecentralcollege.com/documents/AQAR/4.4.2_2019-20.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	SVMCM, Kanyashree Scholarship, Aikyashree Scholarship	174	3161600
b) International	Nil	Nil	Nil
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
International Day of Yoga	21/06/2019	60	KHUDIRAM BOSE CENTRAL COLLEGE
Intra College Football Tournament	17/09/2019	100	KHUDIRAM BOSE CENTRAL COLLEGE
Inter College Football Tournament	22/10/2019	15	University of Calcutta

Inter College Football Tournament	28/09/2019	19	Reliance Foundation
Inter College State Games and Sports Championship 2019-20 Kho-Kho (Women) Tournament north Kolkata District	13/01/2020	9	Govt. of West Bengal
Inter College Athletics Meet	10/12/2019	15	University of Calcutta
Inter College Kho-Kho(Men) Tournament	29/08/2019	11	University of Calcutta
Inter College Kho-Kho (Women) Tournament	29/08/2019	10	University of Calcutta
Inter College State Games and Sports Championship 2019-20	15/01/2020	13	Govt. of West Bengal
Inter College Cricket Tournament (College win Runner up Trophy)	03/03/2020	12	Vidyasagar College (Day)
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Professional Skill Building Workshop in collaboration with Peerless Skill Academy	40	40	Nil	Nil
2019	Soft Skill Development Workshop to face Interview and Group Discussion	80	80	Nil	Nil
2019	Students' participatio	25	25	Nil	Nil

n in Career Awareness Programme

[View File](#)

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	NIL	0	0
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	2	B.A.	POLITICAL SCIENCE	Vidyasagar University	M.A in Pol. Science
2019	1	B.A.	POLITICAL SCIENCE	R.B.U	M.A in Pol. Science
2019	4	B.A.	English	C.U.	M.A in English
2019	9	B.A.	J.M.C	C.U.	M.A in JMC
2019	3	B.A.	Education	R.B.U	M.A in Education
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	0
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Annual Sports	COLLEGE	130
BASANTA UTSAV	COLLEGE	145
MUNSHI PREMCHAND DIVAS ORGANISED BY HINDI DEPARTMENT	COLLEGE	110

INTERNATIONAL MOTHER LANGUAGE DAY	COLLEGE	220
NATIONAL YOUTH DAY	COLLEGE	300
INTRA COLLEGE SOLO DRAMA	COLLEGE	50
INTRA COLLEGE DEBATE	COLLEGE	20
INTRA COLLEGE DANCE COMPETITION	COLLEGE	20
INTRA COLLEGE MICROTALE	COLLEGE	5
BAISHE SHRABON	COLLEGE	160
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	NIL	Nill	Nill	Nill	Nill	NIL
No file uploaded.						

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

Student Union is there in the college to look after student matters under the guidance of the institute. An elected student from any year functions as the General Secretary. He is helped by several class representatives. Under the ambit of this forum, students are encouraged to be a part of the decision making process supporting a democratic form of governance. One member from this student council is included in the Governing Body to represent the student body in college academic and administrative affairs and in various sub-committees and cells functioning in the college. The general activities of the Student Council include: 1) Facilitation of Student Admission Process 2) Looking After Student Related Matters like Scholarships and Report Their Grievances to The Higher Authority 3) Organizing Annual Athletic Sports Together with The Sports Committee of The College 4) Organizing Various Religious and Cultural Programmes Such as The Fresher's Welcome, College Social, Students Picnic, Rabindra Jayanti, Teachers Day, Saraswati Puja, etc. 5) Participation in Various Extension Activities of The College Such as Drives for Swachhata, Save Water etc, and campaigns on Dengue Awareness and Prevention, Drug Abuse, Blood Donation Camp etc. along with NSS And NCC of the College.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college has a very distinguished list of alumni . Renowned Freedom Fighter Baghajatin, Artist Nandalal Bose, academicians like TaraknathSen and many others. The college first organised and alumni association in the year 2012 and finally entered into the process of registration. It finally received its registration in 2015 with a name PUNARNAVA: KBCC ALUMNI ASSOCIATION. ITS REGISTRATION NO IS S/2L 49590 of 2015-16. The alumni association primary aim is not only reunion of the students but it also aims to engage itself in different social welfare activities and to promote development among the poor community

work. With this motto, in the past few years our alumni association arranged social welfare programmes like donating old and new clothes among the children, school kits, organising medical check ups for the community dwellers of the slum dwellers adjacent to college locality and like .Also the alumni association is slowing building its network and trying to improve its work and also focuses upon increasing its members.

5.4.2 – No. of enrolled Alumni:

188

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

5250

5.4.4 – Meetings/activities organized by Alumni Association :

Two Alumni has taken various initiatives in health and hygiene camp in Pyarabagan slums as well as health camp free medical kits donate, health drinks donate to women. Thus utilized the fund among the We Care Communities. Also Alumni publishes a magazine named PUNARNAVA. The annual meeting of Alumni association is held every year in the month of March/April and the reunion also takes place in the same time. Fordetails , visit https://www.khudirambosecentra lcollege.com/gallery/gallery_images/2017-2018/punarnava_programme.php

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Khudiram Bose Central college as a learning organization strives to educate with the spirit of cultural values though various programmes and outreach activities throughout the year. The institution follows the principle of division of work as per Top down model and the decentralization of work. The college administration follows the principle of the participative and consultative management. The principal is the head of the institution who is further guided by Governing body of the college. One best participative and decentralized way of the institution is that the head of the institution always takes all major decisions in consultation with the all teaching and non-teaching staff of the college. In reference to academics especially examination, extension activities all departmental heads are being consulted. Followed by this principle, all heads of the departments further takes any decision and policy making after consultation with other department teachers in the department meetings. Also the college works with aim of attaining the academic excellence through quality education and inculcating all possible soft skills in the personality of the students. The college plans for all such implementations through all its academic calendars and the regular feedback from the students and the staff members also. Thus the role of management is very positive and forward looking. With the aim of providing best possible education within the given limitations the college works for attaining the academic excellence. The second practice of decentralization and participative management is that the management authorities regularly undertake the review of working of the college in its Academic subcommittee meeting and governing body meetings. The Necessary guidance and directives are issued through these meetings. The budget is prepared prior to the commencement of the academic year and is approved by the management. So there is a good support from the management relating to the implementation of the objectives specially designed to attain quality teaching and learning aspects of the college. The concentration is given on the regular lectures conducted by the staff, timely completion of the syllabus, guidance for better performance in the examination

and providing best possible teaching learning environment. This is attained by regular meetings of department, of the staff member conducted by the principal from time to time. Staffs receive motivation and support for all the activities from the management. For extension work college has constituted various committees and cells in order to work out the various programs related to NCC, NSS, Sports, Library, Purchase, Academic subcommittee, publications, cultural and like where certain rules and regulations are being laid down by the authorities.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Industry Interaction / Collaboration	The programme was organised to aware the students regarding the training and skill building opportunity available in La Martiniere Seomp Society free of cost to make them ready for the job market. The programme was intended to inform the students that at the successful completion of the programme, the candidates would be given placement opportunities in different companies. The La Martiniere Seomp Society is providing this opportunity to the students after their graduation in collaboration with Tech Mahindra.
Human Resource Management	The College has the mechanism of participatory governance where all the stakeholders can take part and can express their opinion freely. New strategies implemented for teaching and learning as per course requirement, industry interaction, human resource planning and development. As the college is facing a staff crunch in Office management as well as in library, still the management has decided to made some changes to overcome this crisis.
Library, ICT and Physical Infrastructure / Instrumentation	: For Library, ICT and Physical Infrastructure, there are different Subcommittees formed under IQAC. Principal is the Chairman of each committees and subcommittees. Librarian is the convenor of Library Committee, two full time teachers were the advisory member of the Committee, the Library clerk is also the members of this committee. Since the College had not received any fund from Government, College had released a fund of 1,70,000/- (One lakh seventy thousands only) from college fund to purchase

semester books. Committee for Building and Maintenance look after other part of infrastructure. A separate team works to look after ICT infrastructure. There are three Laboratory based subject such as Journalism and Mass Communication, Geography and Commerce.

Admission of Students

As per the instruction from the Calcutta University The admission notification, form fill up process and publication of merit list is completely online. Counselling and fees payment challan generation is done in the college premises.

Examination and Evaluation

The examination process management comprises of three tiers and they are the University of Calcutta, the controller of examination of the college and the respective departments of the college. The end session/semester examinations and the unit tests/internal assessments/tutorials/ practical etc. all happen with diligent coordination among the three tiers and information sharing and execution of instructions. The evaluation of the students on the basis of Examination is an integral part of Teaching Learning Process. The college strictly adheres and conducts a final year/ final Semester exams as per the guidelines and notice issued by the affiliating University. However the college has adopted few techniques of assessing their students in terms of theory writing skills, oration, and creative work and like. The lab based Departments like Geography, Journalism and Commerce have practical based assignments compulsory which they have to prepare based on field visit and excursion trips. Apart from these departments, the language departments of our college like Bengali, English and Hindi gives small assignments on creative writing, debates which increases their writing and oration skills. The social science departments like History, Political Science, Economics, Education also has taken the initiative of assigning small project works in terms of preparing wall magazines, field based project reports, student seminar presentation on a topic within the syllabus. The Lab based subject assignments marks are allotted as per CU regulations. The marks of the

other subjects allotted in the college internal evaluation. Beside the reforms in the evaluation process of the college includes Conducting tutorial classes, regular class Test, Evaluation of students' performance in solving previous year question papers Preparing them for model and poster competition which evaluates their ability to work in team, leadership qualities and critical thinking skills. From this academic year Semester wise B.A., B.Sc courses started as a result after every six months exam and evaluation takes place as per university schedules

Teaching and Learning

Teaching and learning is an integral part of any educational institution. The following strategies are adopted to enhance the quality of both teaching and learning process like assignments students' seminars, extension lectures, home works, ICT based teaching, study tours, seminars, parent-Teacher Principal meeting, Academic subcommittee evaluation. On the other hand feedback forms are also collected from the student on the various parameters like teaching, college campus, Library, Office, Infrastructural facilities etc. In these measures the IQAC plays a vital role in adopting strategies for fostering value added and quality education to be imparted among the students Another important strategy adopted by the institution is following the mentor mentee relationship as per the NAAC recommendations. Mentoring may be defined as a mutually beneficial relationship which involves a more experienced person helping a less experienced person to identify and achieve their goals. Mentoring relationships can be developed spontaneously or via any formally facilitated program. A mentor provides support, a sounding board, knowledge, encouragement, guidance, and constructive feedback to the mentee by developing a genuine interest in the growth of their abilities and talents. A mentee actively seeks support and guidance in their career and professional development from an experienced mentor. A mentee always has ultimate responsibility for their career and professional development. The relationship is based upon

encouragement, constructive feedback, openness, mutual trust, respect and a willingness to learn and share. The above mentioned guidelines have long been nurtured in our Institution which has as its motto "Self Reliance". Also we at Khudiram Bose Central College believe in "Atmo Deep Bhavo" or to "Be the Light Unto Yourself". Hence students' progression is regularly monitored and teachers take great care in counseling and advising their pupils in academics as also their overall development. Regular meetings are held where faculty members try to find out individual problems faced by their students and provide solutions. As part of counseling activities teachers are trained to provide simulated teaching and micro level teaching. This enhances learning interest among the pupils and trains them for comprehensive and in-depth learning. Another aspect of counseling in our institution is organizing remedial coaching for the slow learners and providing special attention for the advanced learners.

Curriculum Development

Academic calendar is prepared, distributed and uploaded in the college website. Project Based, Field based and Tutorial assignments are being conducted in all subjects • Extension lectures within syllabus by renowned subject experts • Seminar presentation by students • Seminar on terminology, international relations organised by Department of Pol.sc in collaboration with MHRD • Focus upon Physical Health of Students, for eg. Observation of International Yoga Day • Sensitization Programmes, Cleanliness programmes like World Aid's day, Programmes by NGO like SWAYAM. Building Responsible citizens by participation in NSS, NCC, Cleanliness programmes • Student - Job Industry interface related career counseling programmes.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Finance and Accounts	The college has digitized accounts which are maintained by Internal management software and Tally. All payments are digitized through WBIFMS software, designed and maintained by Govt. of West Bengal through which Salary and other payments are

completed. Incumbents are provided with under which e-salary slip downloaded from HRMS module of WBIFMS. There is also a dedicated college Account Software for maintaining all the accounts in the accounts department.

Student Admission and Support

Students' admission is a digitized process and follows the University norm thoroughly. The online admission is done with the help of external software agency. Form Admission to Registration including ID generation is an automated process, monitored by the staffs time to time.

Examination

The college strictly follows University examination norms by conducting online exams filling up of forms, re evaluation of forms, issuing of admit card, registration etc are maintained in this way. Besides the college has its own Examination Committee which supervises entire process under the guidance of the Principal. An online software-managed portal for entry of marks has been initiated by the University of Calcutta since the commencement of the CBCS system. The computer-generated CSV files, with examination roll numbers of students, are accessed by the faculty members of every Department from the University of Calcutta website, through a dedicated login ID and password. Upon completion of the entry of marks, the CSV files are uploaded and submitted online. The marks can be directly uploaded in real time in the portal too. Marks after Scrutiny are also submitted online. Each department also archives hard copies of all the finally generated Statement of Marks for future records.

Administration

Administrative work being completed at the principal's office and College Office is facilitated by more than 08 terminals connected through a 50 MBPS internet line. All leave applications, statements of attendance and other service-related documents are handled by the office. A 24X7 CCTV surveillance system is operational at various points inside the campus including the College main entrance, College Office, Central Library, Staff room, Corridors of different floors, main stair way and Principal's office. At the college entrance, a visitors have to sign in

	the Visitor's Register stating details of their purpose of visit, time of visit etc.
Planning and Development	Installation of e-classrooms is done with 6 ICT-enabled classrooms and 2 smart classrooms to date. Each department is provided with computers, laptops etc along with an internet facility and Wi-Fi connection. The Central Library has an adequate number of books (16885 textbooks, 2000 reference books, etc.), 7 hard copy journals, access to internet enabled computers, a reading room, and a photocopying facility for students. College also has access to many other e-journals and e-books through INFLIBNET, N-LIST.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	NIL	NIL	NIL	0
No file uploaded.				

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

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

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course in Library and Information Science	1	11/11/2019	25/11/2019	12
Refresher course in	1	03/02/2020	15/02/2020	12

Political Science				
Refresher Course in Education	1	10/02/2020	24/02/2020	12
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	2	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Group Insurance, Festival Advance	Group Insurance, Festival Advance	Student Health Home, Tuition Fees concession for the needy students, Railway concession, Extra book issue facility from college library, Grievance and redressal cell

6.4 – Financial Management and Resource Mobilization

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

Yes. Institution conducts internal and external financial audits regularly with the help of a professional audit company and Bursur of the college. Besides the GB Finance also remains updated about the financial accounts of the institution.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	No	Nil
Administrative	No	Nil	No	Nil

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

The institution is having active bonding with parents. At present the parents actively participate in three important events organised by colleges: Annual parent Teachers meeting, Annual Prize Distribution Day, and National Youth Day.

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

1. Syllabus related workshop on CBCS 2. Workshop on Kanyashree Scheme 3. Workshop on CAS

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

Student's achievements in different competitive programmes at district levels and state levels specially outstanding achievements in games and Sports. Outcome Based Education system with encouraging students to higher education Introducing Digital based and Techsavy based learning Focus upon Student job industry interface by Counselling and Placement Cells. Initiative taken though planting more trees inside the campus.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Career Awareness Programme	Nil	22/11/2019	22/11/2019	300
2019	Khudiram Bose Memorial Lecture 2019	Nil	16/12/2019	16/12/2019	500
2020	Rabindra Jayanti Celebration	Nil	07/05/2020	07/05/2020	200

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Initiating the youth to be more proactive and sensitive to create gender equality in our society	20/09/2019	21/09/2019	3	0
Brief discussion on gender discrimination	24/09/2019	24/09/2019	21	7

that leads to sexual harassment followed by detailed discussion of the law prevalent for the same				
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7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<p>1. Declaration of campus as a plastic-free zone and no-smoking zone 2. Replacement of old fans, bulbs, etc., and others with power-efficient electrical accessories and star-rated air conditioners 3. Timely disposal of hazardous waste and cleaning of sewage by Kolkata Corporation 4. Regular pest control on the campus specially Library, College Office Classrooms. 6. Regular cleaning of overhead water tank 7. Installation of multiple Bluestar make purified drinking water source with cooler. 8. Maintenance of Open Terrace Garden.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Nil	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	1	1	12/02/2020	1	Process ion to Swami Vivekananda' s Ancestral Home by Students, staff, guests and GB members.	Life and work of Swamiji, Drama enacted by students, revered Maharaj from RKM delivered valuable speech on Vivekananda.	325
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NIL	Nil	NIL

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
National Youth Day Celebration	12/01/2020	12/01/2020	150
Celebrating the International Yoga Day	21/06/2019	21/06/2019	105

[View File](#)

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

1. Declaration of campus as a plastic-free zone and no-smoking zone 2. Replacement of old fans, bulbs, and others with power-efficient electrical accessories and star-rated air conditioners 3. Timely disposal of hazardous waste and cleaning of sewage by Kolkata Corporation 4. Regular pest control on the campus. 5. Regular cleaning of overhead water tank. 6. Installation of Water Purifier cum Cooler (purified drinking water source).

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Students' Annual Award Endowment Prizes: Creation of Endowment Fund and Awarding the students with highest score in each year final/semester exams of each department with Memorial prizes donated by the Governing Body members and teaching staff of the colleges. These prizes are given from the endowment fund and the amount is donated by these staff in loving memories of their parents, grandparents. This practice surely is benevolent as on one hand it is a matter of privilege to pay tribute and respect to their beloved parents for whom they are respected by their students and on the other hand it inculcates among the students the motivational energy to do better in their exams and overall performance of the college. To mention Our founding father Principal Khudiram Bose's Great Grand daughter is also a contributing member of this Endeavour. The memorial prizes awarded to the students are given below in the attachment.

2. Community Services 'WE CARE': Spreading Happiness among the underprivileged section of the Locality. Our institution stands committed to our motto of Self Reliance, we extend our arms towards those who are less fortunate than us by organizing charity and donation events annually during the festive seasons to bring a smile to their faces. For this purpose the Principal, teaching community and support staffs as well as external members of the Governing Body contribute Fund whole heartedly without any dependence on any government or other agency for funding.

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

https://www.khudirambosecentralcollege.com/documents/AQAR/7.2%E2%80%93BestPractices_2019-20.pdf

7.3 – Institutional Distinctiveness

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

The college established in 1893 produced a galaxy of alumni like Freedom Fighter Bagha Jatin, Artist Nandalal Bose, Professor Tarak Nath Sen, Advocate Hiran Kumar Basu, Poet Satyendra Nath Dutta among many others, in its long run. Since its inception, the institute has been imparting high quality, all-inclusive education (with no discrimination based on caste, creed, or economic status) to all sections of the society and thereby nurturing the dreams of the

underprivileged. Due to its convenient location (nearest railway station is about 3 kms away and close proximity to Kolkata Metro Railway as well as ferry service across river Hooghly), it demographically attracts many first-generation learners every year from various parts of West Bengal even from the remotest villages. It has students coming from other states too. It is an additional skill set of the faculty of the college to keep such students always motivated in their academic pursuits and help them to evolve their capabilities for the job market. Faculty members work with determination and patience to achieve this feat. Keeping in view the above objective, the Institution may not regularly get toppers across all the disciplines but is often successful in finding meritorious students from the non-creamy layer of the society and help them to carve out a stable academic career. The multilingual platform offered by the Institution also aids significantly in achieving this objective and learners can slowly adapt and get molded into the academic ambiance of the campus. The college is above all committed to ushering in socio-economic transformation by providing inclusive innovative quality education of global standards to fully meet the expectations of its stakeholders. • The college has an effective mentoring system prevailing in all its departments for providing differentiated personalized learning to the students of varying standards • The college takes sincere initiatives so that students of all disciplines are introduced to the modern trends of their subject through invited seminar talks by different renowned resource persons • The college conducts tutorial and remedial classes, publishes wall magazines, college tabloid, encourages seminar presentation by students, arranges lab/industry visit, calls parent-teacher meets and all the departments work together for their student's holistic development • With well-maintained updated central library, all the available e-books, all well-stocked departmental libraries, the college caters to the academic need of its students • The college takes sincere and timely initiative to recruit and retain professionally qualified and motivated faculty and staff and provide adequate infrastructure and equipment to them • College provides sophisticated laboratories, other amenities, a well equipped gymnasium and sports facilities. • College also provides latest teaching gadgets and ICT tools to promote effective teaching learning experience of its students • College tries to impart holistic education to develop skills, knowledge, and values through a well-structured curriculum and career related courses to make its students readily acceptable to the modern-day world and promote entrepreneurship skills • College strives for inclusive education by providing tuition waiver scheme and free ships for the needy students.

Provide the weblink of the institution

https://www.khudirambosecentralcollege.com/documents/AQAR/7.3.1%20-%20Institutional%20Distinctiveness_2019-20.pdf

8.Future Plans of Actions for Next Academic Year

1. Training program for teachers for conducting online university examinations
2. Conducting surveys on problems of online classes.
3. Awareness program for mental and physical health development
4. To encourage all the departments to organize different online Invited lectures, Webinars, Workshops, Student Seminars, Quizzes, Competitions, Cultural Events, etc., to publish E-Magazine and conduct outreach activities at departmental level.
5. To create a video/media centre in the college to help in creating tutorial videos and a room with video conferencing facility.
6. To create Tutorial Videos to teach effectively different theoretical and practical modules and upload them in the college YouTube channel.
7. To create Tutorial Videos for teachers and students facilitating smooth conduction of online classes and reaches out en masse by uploading them in the college YouTube channel.
8. To prepare online question banks for all subjects.
9. To organize more seminars on social issues like dowry, gender harassment, gender equity, child labor, human trafficking, etc. for

generating social consciousness. 10. To organize some online job-oriented training courses, to prepare interested students for various Service exams with minimal fees. 11. To establish Wi-Fi network in all floors and corners. 12. To increase Institute-Industry interaction through webinar/seminar etc. 13. To conduct Energy Audit, Green Audit, Academic and Administrative Audit etc. 14. Internal Decoration of Auditorium. 15. Smart Class rooms on all floors.