YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution   BANWARILAL BHALOTIA COLLEGE

- Name of the Head of the institution   DR. AMITAVA BASU

- Designation   Principal

- Does the institution function from its own   Yes
  campus?

- Phone no./Alternate phone no.   03412275414

- Mobile no   9932940169

- Registered e-mail   bbcollege1944@gmail.com

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

- Address   Ushagram, Asansol (Near Durga
                                                                      Mandir) P.O. - Ushagram Dist. -
                                                                      Paschim Bardhaman

- City/Town   Asansol

- State/UT   West Bengal

- Pin Code   713303

2.Institutional status

- Affiliated /Constituent   Affiliated

- Type of Institution   Co-education

- Location   Semi-Urban

- Financial Status — **UGC 2f and 12(B)**

- Name of the Affiliating University — **Kazi Nazrul University, Asansol**

- Name of the IQAC Coordinator — **Dr. Sudipta Das**

- Phone No. — **03412275414**

- Alternate phone No. — **9831154039**

- Mobile — **9051709781**

- IQAC e-mail address — **bbcollege.iqac@gmail.com**

- Alternate Email address — **iqac.bbc@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year) — https://bbcollege.ac.in/dynamic_file/NAAC/165929173312205.pdf

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

- if yes, whether it is uploaded in the Institutional website Web link: — https://bbcollege.ac.in/dynamic_file/NAAC/1673677982Academic%20Calendar%202021-22%20Combined.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**B+**	**2.51**	**2020**	**08/01/2020**	**07/01/2025**

6.Date of Establishment of IQAC — **28/11/2007**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Ambalika Biswas, Department of Physics, Banwarilal Bhalotia College, Asansol	Teachers Associateship for Research Excellence (TARE)	Science & Engineering Research Board (SERB), Department of Science & Technology (DST), India	2021-22 (for 36 months)	INR 2,75,000/- for 2021-2022

8.Whether composition of IQAC as per latest NAAC guidelines   Yes

- Upload latest notification of formation of IQAC   View File

9.No. of IQAC meetings held during the year   7

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   No

- If No, please upload the minutes of the meeting(s) and Action Taken Report   View File

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

- If yes, mention the amount

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

• Appropriate management of Teaching, Evaluation and Exams through online, offline and blended mode as per the COVID situation • Launch of a dedicated App for the students through which they can view their own attendance, the class notes, the evaluated answer scripts etc. • Introduction of a software for the faculties to register the attendance of their students, upload lecture notes and manage their own profiles • A dedicated Leave Record software was introduced

through which all the faculties can apply for various leaves and view the list of the sanctioned leaves • To promote teaching-learning in local and vernacular languages in accordance with NEP 2020 • Various extra and co-curricular Extension and Outreach activities organized throughout the year by NSS, NCC, Scout Wings, Cultural Committee, Nature Club etc. • Various placement drives by Career Counselling Cell and Entrepreneurship Cell through Seminars/Webinars/Workshops/Training Programs by different employers • Conduction of Academic & Administrative Audit and collection & analysis of feedbacks from all the stakeholders

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

Plan of Action	Achievements/Outcomes
Introduction of Multidisciplinary/Interdisciplinary Certificate & Value-added Courses	In accordance with the guidelines of NEP 2020, various multidisciplinary and interdisciplinary Certificate Value-added Courses were introduced by different departments with great encouragement and support from IQAC. Several students from all the disciplines registered for these courses and rewarded with certificates after the completion of the programs. All the participants expressed their positive feedback about the courses and receive sufficient knowledge to be professionally confident.
Orientation/Induction Programmes for Students	Orientation/Induction programmes for fresher students are organized at the beginning of the session to make them aware regarding CBCS and LOCF pattern, Examination System, Evaluation/Grading System and College Code of Conduct.
Preparation of Academic Calendar	Academic Calendar was thoroughly prepared for the Sessions (for both Odd & Even Semesters)

	according to the University Guidelines mentioning the timeline in detail and it was circulated to the students well in advance. Further, this academic calendar prepared by college incorporated the schedule of various important programmes as observed by the departments.
Increase of Intake Capacity for Students	IQAC proposed to increase students' intake capacity by 10% - 20% for some courses like BA Program in Bengali, Political Science & History and Honours in Political Science (Hindi Shift) & History (Hindi Shift) after detail analysis of past 3-4 years students' intake-admission data. Subsequently, College Administration applied to the University Authority and received approval of that proposal from the affiliating University.
Continuation of Online Classes and Blended Learning	As the outbreak of COVID-19 pandemic continued, classes were mostly organized in online mode utilizing different free digital learning platforms like Google Meet, Google Classroom, Zoom, Discord etc. Study materials including video lectures were shared with the students through WhatsApp/Telegram groups. However, classes in physical mode resumed after college being reopened on 16th November, 2021 and teaching-learning through offline and blended mode continued.
Organizing Various Conference/Seminar/Webinar/Workshop	As continuous effort of the IQAC to enhance the overall academic standard of the College, one

	International e-Conference and several other Seminars/Webinars/Workshops of State, National and International level have been organized by different Departments, Library and the College under the aegis of IQAC during this pandemic period. Enthusiastic participation of the teachers and the students made all these efforts successful and intrigued for future endeavours.
Transparent Online Evaluation Process	After discussing with IQAC, the Examination Committee had planned to utilize Google Forms to make objective as well as subjective type questions and used Google Classrooms/WhatsApp groups to provide the students different curricular based assignments etc. The whole evaluation/assessment process was done mainly through online mode and manual evaluations were also carried out whenever it was felt necessary. However, after the college reopened on 16th November, 2021, the internal exams were mainly organized via physical mode and also by online mode using the centralized Exam Software in the Central Computer Lab. In this way, the students can view their answer scripts through a dedicated App.
Student Satisfaction Survey (SSS)	To assure internal quality, Students' Satisfaction Survey (SSS) has been conducted and the survey data was thoroughly analysed to make a report. Proper measures had been taken by IQAC to address the issues

	pertaining to this survey report.
Various Extension/Outreach Activities	Different extension activities and outreach programmes were conducted throughout the year in collaboration with various agencies through the NCC, NSS, Scout and Guide Wings of the College to inculcate social responsibly and moral values amongst all the students.
Linkages with Eminent Institutions	Initiatives have been taken by IQAC to develop linkages with different institutions like CMERI, Durgapur and Edubridge where the students of the College were registered for internships, workshops, job trainings (like nursing) etc. Some MoUs have also been signed in this regard along with collaboration for student and faculty exchanges.
Improvement of Infrastructural Facilities	Few developments of infrastructural facilities for betterment of overall academic environment have been proposed by IQAC and most of them have been addressed by the College Administration (like arranging for some new classrooms, purchasing of new books in the libraries, improvement in Wi-Fi/LAN facilities etc.). Other infrastructural developments have also been accomplished (like purchasing of new tables & benches for the classrooms, installing new fans & new LED lights in the classrooms and across the College Campus) as per the recommendation by IQAC.
Proper Utilization of Central	The Central Computer Lab has a

Computer Lab	complete setup of 100 computers where computer related practical classes are organized. This Central Computing facility has also been utilised for Internal Exam purpose and for different competitive exams as conducted by NTA.
Improvement of Sports Facilities	Sports facilities have been developed further, both for the students and the faculties (the playground has been properly levelled, Badminton Courts have been set up in Girls' & Boys' Hostels, Multi-Gym facility has been installed in Boys' Common Room, a Recreation Room for the faculties has been created etc.).
Providing Career Counselling & Placement Facilities	Career Counselling & Placement Cell of the College has been very much active to organize various Placement Drives (off-campus)/Seminars/Webinars/Counselling Sessions/Workshops in collaboration with Companies like CLAPE technologies, AHFL finance and SHYAMSEL AND POWER, CMRIT, Qmansys, Edubridge etc. to create job opportunities for the students and to guide them to choose for different career options. It also circulates different study materials/notices/posters to the students on a regular basis to aware the students regarding the various career opportunities.
Implementation of Management Information System (MIS)	As the College has a large students' base and faculty strength, IQAC has taken initiative to introduce different user-friendly ERP software and to form a

	structured database management system (Management Information System or MIS) for smooth functioning of Academic and Administrative work.
Preparation of Annual Reports	Proper documentation of various activities of the different Committees/Departments has been prepared and maintained with the help of extended NAAC Committee members for construction & submission of the annual report.
Academic & Administrative Audit (AAA)	A structured Academic & Administrative Audit (AAA) pro-forma has been prepared by IQAC and AAA has been conducted internally by an Audit Committee.
Mentorship System	A robust and effective mentoring system for the students has been properly maintained by the Departments under the guidance of IQAC through which all the problems/issues (both academic & non-academic) of the students (the mentees) were satisfactorily resolved/addressed by the concerned faculties (the mentors).
Continuation of e-Prospectus and e-Newsletter	As all the academic processes were maintained through online mode during the prevailing pandemic, the e-Prospectus was published in due time as prepared by the Prospectus Committee for the benefit of the students taking admission in 2021-2022 & 2022-2023 sessions. The quarterly e-Newsletter of the college, "Grass Table", was continued to be published throughout the years 2021 & 2022

	.
Initiatives toward Eco-Friendly/Green Campus	Some major initiatives have been taken to make the College Campus more eco-friendly (like plantation of trees throughout the year, to create a paperless Administration & paperless Internal Exam System, installation of rainwater harvesting system, reduction of power consumption, proper waste management, Green Audit etc.). The "Beagle" nature club continues to make aware & involve all the students and the staffs for a drive towards an eco- friendlier sustainable College Campus along with its surroundings. World Ozone Day was celebrated in the college on 16.09.2021 with debate and environment awareness drama.
Transparent & Robust Feedback System	Feedback from the students and all other stakeholders of the institution was collected and the analysis reports were prepared by the concerned team members. Necessary measures were taken by IQAC wherever required.
Launch of Departmental Edited Volumes/Books	Departments are highly encouraged to publish departmental edited volumes/books. IQAC has recommended to provide financial assistance in this regard and the college administration readily approved this proposal and sanctioned the required fund.
Launch of Student App	An all-encompassing App for B. B. College students was launched successfully in which every registered student of the

	college can login and view their attendance, class notes uploaded by their teachers, evaluated answer scripts of Internal Exam etc.
Introduction of Attendance Software	A software for all the faculties of the college has been introduced through which they can mark the attendances of the students, upload lecture notes, track their leave records etc.
Launch of Leave Record Software	A dedicated Leave Record software was also introduced through which the faculties of the college can apply for leaves and keep track of their leave records.
Implementation of NEP 2020	In accordance with NEP, various multidisciplinary/interdisciplinary Certificate and Value-added Courses were conducted throughout the year. Moreover, all the faculties were encouraged to put emphasis on teaching-learning process through local and vernacular languages for benefit of the students.

13. Whether the AQAR was placed before statutory body?   **Yes**

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	06/05/2023

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Name of the Head of the institution	DR. AMITAVA BASU
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03412275414
• Mobile no	9932940169
• Registered e-mail	bbcollege1944@gmail.com
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13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	06/05/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	24/03/2022

15.Multidisciplinary / interdisciplinary

Being an affiliated college under Kazi Nazrul University, Asansol, Banwarilal Bhalotia College (popularly known as B. B. College) has no authority regarding framing of syllabus and has to adhere to the CBCS & LOCF syllabus framework as provided by

the University. However, B. B. College takes particular care in implementing the syllabus to inculcate intellectual, scientific, emotional, social, cultural and ethical values among its students as much as possible. Apart from a few obvious necessities, all the Honours students of B. B. College are allowed to choose any Elective Course from different subjects within that stream according to their choice. In this regard, B. B. College caters to be utmost flexible. Also, as a part of the curriculum, every student has to enrol for a course on Environmental Studies and another course on an Indian Language (Bengali, Hindi or Urdu). Moreover, B. B. College adopts a holistic approach in its teaching learning mechanism by introducing various interdisciplinary Certificate and Value-added Courses like Stress Management, Mushroom Cultivation, Agricultural Soil Testing, Open Educational Resources, MS Excel, Web Designing etc. to develop multidisciplinary knowledge, mentality, skill and ability of the students. Various activities like Seminar/Webinar, Workshop, Cultural and Social Outreach Programmes are organized throughout the year by Cultural Committee, Women Development Cell, Nature Club, NSS Wing and other relevant Committees, Clubs & Departments of B. B. College which take pivotal role to ensure that all the students are properly sensitized towards environmental, social, gender and health issues.

16.Academic bank of credits (ABC):

As per NEP (2020) mandate, all the students of a HEI (Higher Educational Institute) should be registered the ABC to permit its learners to avail the benefit of multiple entries and exit during the chosen programme, and to enable credit transfer. Though there may be various difficulties, these initiatives in general seem to be highly beneficial particularly for the slow learners and provide flexibility to students to learn as per their ability and convenience. However, at present, there is no provision for the colleges to register under ABC as only two login options are there: one for the individual students and the other for the Universities. Thus, according to the NAD (National Academic Depository) portal, individual students can register themselves under ABC. Subsequently, the corresponding University has to act according to UGC guidelines and Government directives to approve this credit transfer and has to issue appropriate notice/circular to its constituent colleges to make this ABC framework successful indeed. In this regard, no such order/notice/circular/guideline from the University/Government has been received by the college till date. Hence, regarding the implementation of ABC, the college has to wait for further instructions from the University.

In the meantime, IQAC of B. B. College is planning to register its each and every student to create their individual Digilocker account as a first step towards registration under ABC. Also, most of the faculties of B. B. College highly encourage their students to enrol and successfully complete various courses on the platforms like SWAYAM, NPTEL etc. to enrich their overall learning experience though there is no mechanism of credit transfer for them at present.

17.Skill development:

One of the major focus points of B. B. College, Asansol is to nurture and develop different skill sets of the students from various disciplines to make them competent enough for higher education and job market. In this direction, the college already follows the Learning Outcome-based Curriculum Framework (LOCF) as prescribed by the University which primarily focuses on outcome based learning and skill development. Other than the usual curriculum, the college introduces a plethora of Certificate/Add-on/Value Added Courses like Communication Skills, Computer Application, Accounting & Tax Practice, Banking & Finance, Web Designing, Digital Security, C & Python Programming, Computational Methods, Mushroom & Spawn Cultivation, MS Excel, Remote Sensing & QGIS, Soil Testing, Cell Culture Techniques etc. which enables the students to develop their Communication, Soft and ICT/Computer skills. These courses are offered through online, offline and hybrid mode designed for maximum benefit of the students. Yoga Sessions and Courses on Stress Management are organized on regular basis to enhance the Life Skills of the students. Various entrepreneurship activities are performed by the Entrepreneurship Development Cell of the College. Furthermore, numerous Interactive/Training/Induction Sessions, Job Fairs and Lectures/Mock Tests for Competitive Exams are organized by the highly active Career Counselling & Placement Cell of B. B. College to develop the necessary skill set for creating better employment opportunities for the students.

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

One of the prime aspects of NEP (2020) has been its design and integration of Indian Knowledge System into the curriculum of every HEI. In this sense, B. B. College, Asansol is doing exceedingly well as most of the classroom lectures in each UG and PG course are delivered in bilingual/multilingual mode (English and vernacular languages such as Bengali, Hindi, Urdu etc.). This is due to the fact that majority of the students of the college

are from rural or semi-urban area and certainly understands the topics better in their mother tongue. For subjects like B.A. Honours in History, the students are even allowed to write in Bengali scripts in their exam papers. Moreover, B. B. College, Asansol has a separate Hindi Shift College where the teaching, learning and evaluation are done in Hindi medium for the benefit of Hindi speaking students from the locality consisting of mixed population. Beside regular curriculum, the tradition of Indian Language and Culture are seeded and cultivated into the young minds through various activities like commemoration of Mother Language Day, Hindi Diwas, Yoga Day, Constitution Day, Basanta Utsav, Rakhi, Independence Day, Shahid Diwas, Rabindra Jayanti, Nazrul Jayanti, Jadi Buti Diwas etc. through Seminar, Quiz, Debate, Extempore, Skit, Song, Dance, Recitation, Drawing & Poster Competition, Blood Donation Camp and many such programmes. These activities help the students stay connected to their cultural and ethnic roots and also help them to appreciate the cultural difference of other people, to empathize with them and remain in social harmony.

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

B. B. College, Asansol presently follows the LOCF (Learning Outcome-based Curriculum Framework) syllabus as framed and prescribed by the University which aims towards a more holistic learning experience for the students, focusing more on the application of knowledge in real life scenarios through emphasis on lab and field works. The Program Outcomes (PO) and Program Specific Outcomes (PSO) are clearly mentioned in the syllabus of each Course. IQAC of B. B. College regularly convey this inherent goal of the Outcome Based Education (OBE) to all the faculties of the college to design the curriculum frameworks accordingly. IQAC also organizes Induction Programmes for the students in which the concerned faculties elaborately discuss the ethos of LOCF and introduce Program Outcomes to them. During commencement of each course, the faculties explain the Course Outcome (CO), Program Outcome (PO) and Program Specific Outcome (PSO) to their students for enhancement of their learning capabilities (such as critical thinking, problem solving, analytical reasoning etc.). IQAC of B. B. College collects all these CO, PO, PSO and analyse the results of student assessments in which the impact of LOCF can be seen to be clearly imprinted.

20.Distance education/online education:

Distance/Online education provides much more flexibility to students to learn and explore as per their requirements at their

pace in comparison with traditional offline mode of teaching learning. During the recent COVID Pandemic, the benefits/advantages of Online education become more evident. Most of the faculties and students are now quite familiar with various tools of Online learning like Google Meet, Cisco Webex, Microsoft Teams, Zoom, Google Classroom, Google Drive, Google Form, Google Quiz, Moodle, UpGrad, Teachmint, Online Whiteboards like Openboard, Google Jamboard, Microsoft Whiteboard, Open Broadcaster Softwares like OBS Studio, Scanning Softwares like Adobe Scan, Computational Softwares like Desmos etc. The students find themselves more engaged in interactive Online learning using these tools. Though presently the college is offering the UG and PG courses only in Offline mode in general, Online/Blended mode of learning are also being used for some specific instances through which the students are getting immensely benefited. Most of the Certificate/Add-on/Value Added Courses are being offered by the college in Online mode. Also the students are constantly encouraged to engage themselves through various Online Courses like NPTEL, SWAYAM, MIT Open Courseware, YouTube etc. Moreover, within the B. B. College campus, three Distance Education Centres are already functioning very effectively: Indira Gandhi National Open University (IGNOU), Netaji Subhas Open University (NSOU) and Maulana Azad National Urdu University (MANUU) where both UG and PG courses are offered in various subjects. These methods of Online/Distance education certainly help the sincere students to broaden their horizon of knowledge and understanding and sharpen their skills.

Extended Profile

1.Programme

1.1   **1015**

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

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

2.Student

2.1   **7351**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 **1772**

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

File Description	Documents
Data Template	View File

2.3 **1913**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **143**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **155**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1	**1015**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	**7351**
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	**1772**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	**1913**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**143**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**155**

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

4.Institution

4.1 Total number of Classrooms and Seminar halls	**80**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**110.652**
4.3 Total number of computers on campus for academic purposes	**144**

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

Kazi Nazrul University, Asansol, designs separate CBCS(LOCF) syllabus of UG and PG courses on the subjects offered by our college. After completion of admission process each department of our college organizes induction meeting with the respective students to discuss about curriculum. Routine committee provides the Master Routine for each shift and accordingly each department distributes their syllabus among the teachers. After scrutiny, the Routine Committee forwards the same to the Principal via IQAC coordinator. Teachers prepare their lesson plan as per the assigned topics and submit the same to the IQAC for approval.

In 2021, classes were mainly organized via online platforms like Google Meet, Zoom meetings due to Covid. Audio and video recordings of some lectures were circulated through WhatsApp or uploaded to You-Tube. Furthermore, our teachers circulated materials through WhatsApp and Google Classroom. On completion

of assigned topics, teachers provided online multiple assignments to the students to evaluate their progress. Some departments organized special lectures and webinars. However, offline mode of teaching and learning started in November 2021 and again in February 2022. We were able to get back to regular classes, lab activities, field work, seminars, conferences and special lectures.

We have five well-stocked open access central libraries with Database SOUL2.0 and twenty departmental libraries equipped with more than 60,000 copies of text and reference books and 12 hard copies of Journals/periodicals, two newspapers, On-line subscription of e-journals like NLIST to support teaching-learning activities effectively.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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

- Our institution is a constituent college of Kazi Nazrul University and adheres to the Academic Calendar published by the University. The College Academic Calendar contains not only the University Calendar but the details of college activities including tentative dates for classes, examination schedules etc. The Academic Calendar is published in the College Prospectus.
- UG and PG classes commence in strict adherence to the dates announced by the University. The schedules regarding the commencement of new sessions and course durations are mentioned in the Academic Calendar.
- We are able to accomplish timely conduction of Internal Examination for thousands of students by introducing centralised online examination system.
- All the departments of our college conducted online internal examinations throughout 2021. The examinations were MCQ type, short answer type and assignment-based. Various platforms like Google Forms, Google Classroom were used.
- Our college reopened on 16th November, 2021. A centralised internal examination was conducted at the central computer

lab in the first two weeks of December, 2021. After a covid surge in the beginning of 2022, we reopened in February, 2022. Afterwards, we continued centralised offline internal examinations conducted at the central computer lab.

Our college takes special cognizance of the all-round development of our students by ensuring their participation in extra-curricular activities or in constructive efforts towards the development of society like blood-donation camps, college sports etc.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://bbcollege.ac.in/dynamic_file/NAAC/1673677982Academic%20Calendar%202021-22%20Combined.pdf

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

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

1.2 - Academic Flexibility

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

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

41

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

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

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

5

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

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

7486

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

1.3 - Curriculum Enrichment

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

The faculties motivate the students regarding these issues continuously. Specific committees like Woman Cell, Legal-aid

Cell, Nature Club (Beagle) are constituted, and the departments make a collective effort to sensitize the students on areas of concern like gender equality, human rights, environmental issues, etc. by organizing conferences, seminars, and different programs. Gender Sensitivity: The curricula of different departments contain this issue. Different programs are organized by Women Cell regarding this matter. Suitable actions are taken by the authority whenever needed. Environment and Sustainability: Environmental study is a compulsory part of curricula (File attached). A 2-day International e-Conference on "Revisiting Strategies For Sustainable Development", e-ConSus 2021 was organized during December 21-22, 2021 under the aegis of IQAC. (File attached). The NSS units of the College have organized several programs to serve poor people during COVID 19 situation. They also promote environmental protection through tree plantation and village adaptation of the village 'NAMO JAMDOBA'. Action has been taken to install LEDsand to ensure a plasticfree campus and paperless administration. Human Values and Professional Ethics: Human rights are taught in our post-graduate classes as a part of the curriculum through a course titled "Human Rights". The curricula of different departments contain topics on human values and professional ethics (File attached).

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

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

21

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

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

3897

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	https://bbcollege.ac.in/dynamic_file/NAAC/1690445758Feedback%20Action%20Taken%20Report%20Merged.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://bbcollege.ac.in/naac.php

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

3045

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

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

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

658

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

2.2 - Catering to Student Diversity

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

The college takes every necessary measure to evaluate the needs and requirements of students. During this academic session, the teaching-learning process is evaluated through online mode via different ICT tools.

Orientation class through an online platform is organized to make students familiarized with the course. Special attention is given to the slow learners in the online classes. Tutorial and remedial classes are conducted for the weaker students based on the results of class tests. Their academic needs are assessed and special revision classes are conducted by the departmental teachers along with the active group discussion. Frequent class tests are conducted via google form and video lectures are uploaded in YouTube so that the students are able to learn later.

Quick learners are identified through their performance in online assessments, interaction in online classrooms and their fundamental knowledge. Special online classes are conducted to make them prepared for the competitive exams. Departments organized different online student seminars, group discussions, quizzes to develop analytical abilities in them and to improve their presentation skills. For independent learning, a well-stocked e-library provides all students access to books, journals. Participation in national and international seminars, conferences and presentation of research data is also encouraged.

File Description	Documents
Paste link for additional information	https://bbcollege.ac.in/dynamic_file/NAAC/16850124062.2.1_21-22.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
7351	143

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Learning at our BB College has always been student centric. In addition to traditional teaching-learning methods, the institute is highly interested in providing innovative methods for enriching the learning experience. All the methodologies are arranged in an online platform due to the pandemic situation. UG Students of Environmental Science and PG students of Zoology, Physics are required to submit their project report and finally present a seminar lecture. Departments like Botany, Zoology, Geography arrange field tours and History, Political Science departments visit historical places. But due to the pandemic situation, zoology students are encouraged to do field work at home by studying life cycles, preparing life cycle table charts in their own garden and nearby places. Interactive method of learning includes group discussion, role-play, subject quiz, news analysis and discussion with question/answers. Students actively participate in academic activities like mock-teaching, class room seminars on chosen/ assigned topics, home assignments, power point presentations, model preparation etc. Various cultural and academic competitions (recitation, song, essay writing, science model etc.) are also organized by which the students get the scope of participative learning. Students from the Political Science Department regularly participate in mock-parliament competitions.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://bbcollege.ac.in/dynamic_file/NAAC/16906306682.3.1_21-22.pdf

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

To ensure an effective teaching-learning process, teachers use a wide gamut of ICT-enabled tools which has significantly augmented during the pandemic situation, owing to the complete transition to online mode. Emails, WhatsApp groups, Zoom, and Google classrooms have been extensively used to communicate, provide material and syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries, mentor, and share information. Additionally, study materials are uploaded regularly to the college website. Online teaching platforms mostly include Google Meet, Zoom, Teamlink, Classroom, and Cisco-Webex Meetings. To teach analytical subjects in online mode, especially the ones requiring diagrammatic representation, teachers have used innumerable online tools like the whiteboard in Microsoft teams, Jamboard in Google Meet, etc. The presentations are enabled with animations and simulations to improve the effectiveness of the teaching-learning process. Quite a few teachers have created their YouTube channel where they have regularly posted video lectures so that students can learn at their own pace and time after the regular class hours. Virtual Lab tours were also conducted by departments during the pandemic situation for practical courses.

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

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

2.3.3.1 - Number of mentors

142

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

2.4 - Teacher Profile and Quality

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

143

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

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

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

70

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

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

2.4.3.1 - Total experience of full-time teachers

1598

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

2.5 - Evaluation Process and Reforms

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

The Institution ensures that all students are aware of the evaluation process through the college prospectus. Students are explicated regarding the assessment procedure since the time of the induction program. The Examination Committee comprising six faculty members manages and handles varied facets concerning the entire examination process. Students are informed about the stipulated dates and duration of the exam by respective faculty members, well in advance so that they can get ample scope to improve the lagged areas. Numerous evaluative methods like classroom interaction, assignments/project work/seminars, and class tests, as well as non-evaluative internal assessments like power-point presentations by students, surprise tests, fieldwork, quizzes, storytelling sessions, students playing the role of teachers, group discussions, assignments of writing poems and stories, are conducted to gauge the progress of the students, to enhance their interpersonal skills and broaden their horizon of knowledge. Difficulties in understanding any question of the examination are resolved by the concerned teacher with due care in the lecture hour. Corrections are duly made in case of tabulation-related error and the corrected marks are officially posted against the name of the concerned student. Offline internal examinations were held in December for end-semester students.

File Description	Documents
Any additional information	View File
Link for additional information	https://bbcollege.ac.in/dynamic_file/NAAC /16850126082.5.1_21-22.pdf

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

The college adopts a well-structured mechanism for redressing the grievances regarding the evaluation of the internal examinations. Annual feedback is collected from the students by the IQAC about the fairness of the internal evaluation. The college ensures full transparency in the process of evaluation, wherein, the evaluated answer scripts are shown to the students for their self-assessment in their respective classrooms. Any evaluation comments given by the teacher are thoroughly explained to the concerned students immediately and the grievances are resolved. The students are also given full liberty to inform the authorities about their grievances, in writing (preferably to the departmental email id) immediately after the examinations are over. The concerned authorities take due note of these grievances and conduct necessary steps within a very short time. Students can also state their grievances to the Principal if they are not satisfied by the departmental explanations of their grievances. A major problem cropped up during the pandemic situation where online assignment submission became exceedingly challenging owing to network issues, especially for students belonging to remote areas. To tackle this issue, the deadlines were pushed further and generous support in the form of re-tests was offered by the faculty members.

File Description	Documents
Any additional information	View File
Link for additional information	https://bbcollege.ac.in/dynamic_file/NAAC/16303627902.5.2%20CIE%20Supporting%20Document.pdf

2.6 - Student Performance and Learning Outcomes

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

From the academic session 2020-21, the Learning Outcome Based Curriculum framework (LOCF) was introduced by the affiliating university. The objectives of each department, both undergraduate and postgraduate, are uploaded and displayed on the college website. They are also reflected in the vision and mission of the institution. All students are apprised of the objectives and expected consequences of Programme Outcomes

(POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs) on admission during the compulsory orientation programs. During the commencement of each semester, students are also educated and provided with the detailed syllabus and course outcomes in each course and the assessment strategy for each course. Teachers even address their queries regarding the same. Prospectus or information brochure is given to all the students which offer all vital information about all the programmes and courses along with the program codes, fee structure, hostel facilities, and additional pertinent information. Furthermore, the Internal Quality Assurance Cell (IQAC) assembles feedback both from the students and faculty members. Based on the respective reports, the IQAC gives suitable suggestions to the departments regarding the students' grievance and forwards through the Principal to the affiliating University for necessary action concerning the teachers' queries.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://bbcollege.ac.in/program_outcome_report.php
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

Attainment of Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs) are duly evaluated by the institution. The POs are mapped with the COs as stated in the university curriculum and the CO-PO mapping for those subjects which have not yet been defined by the affiliating university is conducted following the UGC-LOCF guidelines. For the class tests, the COs (CO1, CO2, CO3, etc) of each student is calculated from the percentage of marks obtained and marks attempted in the questions which address the COs. The percentage is then assessed on a scale of three (target varies in different streams) to calculate the average COs, which are then mapped to give average POs and finally the PO attainment of the whole batch. The attainment of COs and POs is also assessed from the formative assessments like viva-voce, student seminar, group discussions, practical experiments, field study, and projects.

The weak and strong students are identified at the beginning of the course and accordingly outcome attainment target is set by introducing improvement measures. The grades of the students in the mid-semester tests and term-end exams are analyzed in the Teachers' Council meeting to evaluate the outcomes of different programmes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://bbcollege.ac.in/dynamic_file/NAAC/16855121722.6.2_ed.pdf

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

1913

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://bbcollege.ac.in/dynamic_file/NAAC/16850832952.6.3_supporting%20doc.pdf

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://bbcollege.ac.in/dynamic_file/NAAC/1685007510Student%20Satisfaction%20Survey%20(SSS)%20on%20overall%20institutional%20performance,%202021.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)

2.75

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

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

3.1.2.1 - Number of teachers recognized as research guides

NIL

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

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

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

2

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.serbonline.in/SERB/Tare

3.2 - Innovation Ecosystem

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

The IQAC of the college in collaboration to the Career Counselling and Placement Cell and the Dept. of Commerce has taken the initiative to provide the environment for innovative entrepreneurship development. In this regard, a workshop was held on the very first day of its establishment. The principal duty of the cell would be to maintain the proper ecosystem for innovative thinking that can further be utilized to initiate a profitable business. The cell has therefore rightly been named as "SWABALAMBAN'.

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

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

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

3

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

3.3 - Research Publications and Awards

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

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

NIL

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**

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

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

51

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

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

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

32

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

3.4 - Extension Activities

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

Banwarilal Bhalotia College believes in holistic development of students, which includes sensitizing them to various issues that

go beyond the college campus, and impact our society at large. A quick glance at the past activies of the college in this regard, also evidenced in our earlier AQARs, reveals our track record. This year, among many other activities, the college undertook the initiative of distributing reusable sanitary napkins among underprivileged students at Chelod School, located in our vicinity. Needless to mention, such an initiative addresses a long-standing social malady, and goes a long way in making young girls more comfortable in accessing education. We also distributed new clothes on the occasion of Durga Puja among economically and socially marginalized villagers at Namo Jamdoba- the village adopted by ourCollege. We believe that happiness only increases if we distribute it, especially among those less fortunate than ourselves. Besides these initiatives, we organized rallies on environmental awareness, both on campus as well as in the neighbourhood community. We have also taken keen interest in sensitizing students aboutour traditional heritage: the "Jadibuti Divas" awareness program was instituted with the objective of generating interest about medicinal properties of indigenous plants. We have also tried to sensitize students and the community about the emergent need to preserve water in our "Jal Jagaran Aviyan".

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

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

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

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**

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

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

7

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

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

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

274

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

3.5 - Collaboration

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

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

5

File Description	Documents
e-copies of related Document	*View File*
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	*View File*

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

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

8

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

College is spread across 7.8088 acres of land, housing 4 major buildings and two administrative blocks. There are 66class rooms, including 5 smart class rooms and 15 ICT enabled classrooms. All the classrooms have internet (wifi) connectivity. There are 22well equipped laboratories. There is a central laboratory facility for research purpose. There are three different Shifts viz., Morning, Day and Evening. The Main Building/Science Building has 72 rooms out of which 41 are classrooms and one seminar hall. The Humanities Building consists of total 29 rooms with 14 classrooms. The college library is housed here. The BBA/BCA building has 12 rooms, including 6 classrooms, 1 computer lab. Hindi shift building is

adjacent to the main campus with 5 classrooms and one seminar hall. The College has one seminar hall-cum-ICT (120 seats) class room for conducting seminar, workshops and popular lectures. The Central Library has 49488 books. Many departments have seminar libraries with lending and reference facilities. There is a well equipped LAN compatible computer laboratory in administrative building used for online examinations. There are separate boys' and girls' hostels with 32 and 38 rooms for boarders respectively. There are threegardens includingbutterfly-garden & charakmedicinal garden.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://bbcollege.ac.in/dynamic_file/NAAC/1652434805BB%20CLG%20UPDATE%2031.08.19-Model%20with%20sign.pdf

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

For the overall development of students, the college encourages all students to participate in extracurricular activities including sports and cultural programs. The college has a playground of its own on which inter-class and intercollegiate football, cricket tournaments are organized every year. The sports department possesses many equipments viz., Cricket kit, Football, Badminton rackets, Table tennis boards, TT bats & balls, shuttles, Javelin, Discuss, Short-put, uniforms, nets etc. A fair amount of fund is allocated for the maintenance of the same. The common rooms of boys and girls are provided with indoor games such as Table Tennis, Carom, and Chess etc. A Cricket coaching camp is held every Saturday and Sunday where the college & school students participate. Two separate concrete pitches are prepared for cricket coaching purpose as well as badminton, volleyball, basketball. Yoga classes are also organised. Various cultural programs take place throughout the year. The seminar hall as well as an outdoor stage is used for these programs. Various competitions such as photography, poetry, drawing, poster, debate, paper presentation are organised. There is an active Nature club (Beagle) and a Cinema club (Meghe Dhaka) for encouraging students' participation in related activities.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bbcollege.ac.in/dynamic_file/NAAC /16525180904,12.pdf

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

15

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bbcollege.ac.in/dynamic_file/NAAC /1652347628ICT%20images.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

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

49.457

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

4.2 - Library as a Learning Resource

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

The Central library and all departmental libraries of the college are partially automated with SOUL 2.0 (Latest Version of SOUL) as ILMS since 2011. The year of the first installation of SOUL 1.0 software is 2007. Since then old and new books have been entered into SOUL database. Besides this, the Central library has the facility like bar-coding machine. Users can access the bibliographic record of the Central Library through WebOPAC, both inside and outside the library campus.. E-resources can be accessed through Wi-Fi facility. Specialized Services provided to the students and teachers include information dissemination and notification through email, photocopying facility, NLIST programme (NLIST programme initiated in this college since 30.04.2011). Link search facility is provided to the students and teachers in the library link of the college website. The College Library has a Digital preservation center for digitization of old and rare books. The College Library webpage is interactive. Through ASK THE LIBRARIAN, anyone can put the query through webpage of library. The library organizes department wise Library Orientation Programme for creating awareness about Integrated Library Management System.Reference and Referral services are to be provided via email, What's App, and also from the Central Library.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://bbcollege.ac.in/dynamic_file/NAAC/16900107531689939194N-LIST%20National%20Library%20and%20Information%20Services%20Infrastructure%20for%20scholarly%20content.pdf

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

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

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

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

2.38

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

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

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

32

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

4.3 - IT Infrastructure

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

The entire campus area is covered under Wi-Fi. The connections are provided by Purusottam network (Cable Connection). Students and teachers are given passwords for Wi-Fi facility. The college has updated its IT facilities with increasing the number of computers, printers, scanners, xerox machines, online admission

process, interactive website (maintained by Aadija Technologies) and various softwares. For regular maintenance of the IT infrastructure local vendor, Purusottam network is given AMC annually (mainly for the computers). In 2014 wifi zone was present with speed of 2 mbps/s for the entire college. The line was divided for Principal's chamber and rest of the college. In 2015 broadband service was initiated with the speed of 10 mbps/s and the line was shared among accounts section, Principal's chamber and rest of the college. In 2016 the same service continued with the speed of 20 mbps/s in similar manner. The speed of broadband system was upgraded from 20 mbps/s to 50 mbps/s in 2018. Currently the speed of broadband system is 100 mbps/s. The campus remains under CCTV surveilance throughout the year. Anti-virus software is regularly renewed for the computers. Different powerpoints or links for YouTube lectures are uploaded on college website. The well maintained central computer lab has the capability of conducting online exams which is used for internal as well external online examinations.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bbcollege.ac.in/dynamic_file/NAAC/1652438674Document%2013.pdf

4.3.2 - Number of Computers

170

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

32.936

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

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

The college has a well organized Finance Committee which operates the budget of the college very efficiently. IQAC organizes seminars, webinars, workshops and exhibitions every year. Proper tender notification is followed maintaining financial rules of the government while purchasing any items in a large number. On the other hand local vendors supply items as per requirement of the college. The college also has an efficient Library Advisory Committee comprised of faculties, non teaching staff and student of our college. All the departments place order for books and journals before the committee.

Maintenance of Physical Facilities:

There are two committees namely Building committee and Campus Maintenance/Operational subcommittee to look into maintenance of physical facilities. Green practices applied. Maintenance of electrical gadgets, plumbing, laboratory machineries, computers etc comes under the purview of the aforementioned committees. The college has appointed one electrical expert for regular maintenance of electrical equipments. Sports committee recommends purchase of sporting goods on need basis.

Campus Cleaning:

The college has campus maintenance sub-committee to monitor the personnel engaged in cleaning operation. Maintaining a Plastic free campus is emphasized.

IT Infrastructures:

The college has appointed vendor for up-keep of IT infrastructures such as wifi, computers, servers etc.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bbcollege.ac.in/dynamic_file/NAAC/1690456701Library%20docu%201.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

2497

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

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

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

964

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

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

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

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

5670

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

5670

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

5.1.5 - The Institution has a transparent 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	A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

107

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

557

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

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

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

17

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

15

File Description	Documents
e-copies of award letters and certificates	<u>View File</u>
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)	<u>View File</u>

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)

The College strongly believes in the active involvement of the students in academic, administrative and co-curricular activities and the proper representation of students on various committees and decision-making bodies. The Students' Union, the premier student body of the college, is an independent, democratically elected body for effective and quick representation of students' issues and concerns. It further works diligently towards establishing an amicable relationship between the college authorities and students, voicing their concerns and facilitating prompt and productive action.The College tries to follow an inclusive policy with regard to student representation in various decision-making bodies. This becomes doubly rewarding as not only the students' perspective is taken into account, the different decisions made by the committees are also appropriately communicated.The Students' Union is pivotal in organising cultural festivities and charitable eventsthroughout the year.They organise the annual social programme 'Sanhati', Basanta Utsav, Bijaya Sammilani, Saraswati Puja,Independence Day, Republic Day, Netaji's birth anniversary, Rabindra Jayanti, and Antorjatik Matri Bhasa Dibas.However, as per Government regulations, elections to the Students' Union are on hold. However, there is a students' Council with student and teacher representatives that functions for now.

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

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

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

21

File Description	Documents
Report of the event	View File
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)	View File

5.4 - Alumni Engagement

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

The Alumni Association helps former students connect to their Alma Mater and contribute to its development in myriad ways. Membership to the association is easily obtained through an online registration form provided on the college website.The College boasts of many dynamic students who have achieved remarkable success across various fields. The Alumni Association organises regular meetings where such illustrious former pupils are invited to enlighten the present students with their personal stories of sweat and success. Members excelling in academic and non-academic fields are invited to share their experiences, allowing current students to hear first-hand accounts of real-life experiences and interact freely and extensively with them. Many members of the Alumni Associationhave established themselves in thefield of art and

culture. They often return to our college with their expertise and guidance being provided to the present students. The Alumni Association has also contributed financially to the development of the college, and its members are present on various policy-making bodies and committees to provide valuable suggestions and feedback.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

In order to make office activities computerized, office staff have been trained, and several computers are installed for daily collegeactivities. The student feedback has been collected online through Google forms. To conduct administrative activities through electronic means, notices regarding administration and IQAC events are circulated to members through WhatsApp and are displayed on the college website. The finance and accounting system is electronic, with salary bills being submitted to Asansol treasury through the IFMS software and salaries being directly credited to the bank accounts. Admissionprocess and admission fees are also through online means. To impart quality knowledge to students, the teaching learning process is performed through traditional chalk-talk, ICT, practical and project based learning. The evaluation system is continuous and conducted online through electronic means. The institution intends to develop an LMS to facilitate better learning for students. The institution has developed a mobile and web app for monitoring the performance and attendance of students. Teachers can give attendance to students and apply for

leave using the mobile app. In order to provide quality governance of day to activities, different committees under the IQAC cell have been created. These committees consisting of college teachers function to ensure efficient functioning of day to day activities. The governing body, principal, teacher's council and non teaching staff work jointly to keep the system functioning efficiently.

File Description	Documents
Paste link for additional information	https://bbcollege.ac.in/the_present_state _new_vistas.php
Upload any additional information	View File

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

To decentralize the functioning of the college, operational autonomy is provided to the different departments. The college functioning is managed by the governing body which is led by the President with the Principal being the Secretary. The Finance Committee in Association with the Governing Body is the internal sanctioning authority for college finances like disbursement of college funds. The administration always seeks advice from the Academic Committee as well as from the Teacher's Council on different academic affairs. The Heads/Coordinators of various departments are in communication with the Principal and look after the day-to-day administration of concerned departments. All departments and offices are interconnected via a Wi-Fi network for ensuring efficient and smooth day-to-day academic and administrative activities. Various committees are presentrepresenting the different aspects of the college. These committees in discussion with the Principal make their own decisions regarding co curricular, extracurricular and extension activities and ensure their implementation. The Office activities are under the jurisdiction of the college Head Clerk, who is also in constant communication with the Principal. The affairs of students are taken care of by the Student's Union, who brings them to the attention of competent authorities. Any academic department of the college has full authority to purchase equipment or undertake repairs after taking permission from the Principal.

File Description	Documents
Paste link for additional information	https://bbcollege.ac.in/dynamic_file/NAAC/16522602386.1.2%20Organogram%20of%20the%20College.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

A strategy of the college was to put in effect collaboration with industry.To this effect, collaboration with industry was implemented. One such successful collaboration was with the training and placement industry, EDUBRIDGE. This collaboration was sealed by a Memorandum of understanding, was signed between Edubridge Pvt Ltd and the Career Counselling and Placement Cell, Banwarilal Bhalotia College was organized on 10.09.2021. Present on the occasion were the Principal of Banwarilal Bhalotia College, Dr Amitava Basu, Career Counselling and Placement Cell Coordinator, Dr Arnab Ganguli, AVP of Edubridge, Mr Subhamoy Roy and Senior Executive of Edubridge, Mr Salil Nath. The aim of this collaboration was to train students and provide them job interviews after training and graduation in different fields of their interest. The event was also reported in the local newspapers. The aim of this collaboration was to ensure that the students skills needed to get jobs and face interviews in the industry. The collaboration also aimed to provide job placements and interviews to students after they have successfully completed the training provided by Edubridge. This collaboration led to the employment of students in different comapnies. 4 students got employment in Teleperformance, 1 in Ffreedom, 14 in Accenture, 1 in BYJU, 1 in IBM and 1 in JustDial.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://bbcollege.ac.in/dynamic_file/NAAC/16849832486.2.1_Edubridge_Industry%20Collaboration_2021_2022.pdf
Upload any additional information	**No File Uploaded**

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

The Governing body of the college is regulated jointly by Kazi Nazrul University, the UGC/MHRD and the higher education department, Govt of West Bengal. The Principal, being the ex-officio secretary of the governing body, works along with the decisions of the latter. The Bursar, Morning - in - charge, Evening - in - charge, Head/Coordinators of Departments and Teacher's council secretary report activities directly to the Principal. The Principal along with the morning - in - charge and evening - in - charge are responsible for directing and interacting with the Head Clerks of the day, morning and evening sections respectively. The Head Clerks are responsible for the activities of the morning, day and evening offices. The Accountant and the Cashier are responsible for the Accounts Office and Cash Office respectively and report to the Bursar. The part-time and contractual teachers report to the Head/Coordinators of the department.

File Description	Documents
Paste link for additional information	https://bbcollege.ac.in/dynamic_file/NAAC/1652257673Final%20Prospectus%202021_compressed_compressed_2%20(1).pdf
Link to Organogram of the institution webpage	https://bbcollege.ac.in/dynamic_file/NAAC/16522602386.1.2%20Organogram%20of%20the%20College.pdf
Upload any additional information	View File

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

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

6.3 - Faculty Empowerment Strategies

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

Carrier Advancement Scheme promotions have been organized by the college for the teaching staffs of every department. Loan benefits with the financial assistance of college co-operative society can be availed by all the staffs of the college. Special leave facility is available in requirement of professional development. Female staffs can avail maternity leave of 180 days as well as can enjoy child care leave as per Govt. rule. Refundable and non-refundable loan from the provident fund can be applied. Various recreational programmes such as, Annual Festivals, Basonto Utsav, Teachers' Day, International Mother Language Day, Rabindra Jayanti are organized. In-service teachers can enjoy three advance increments on award of Ph.D and two advance increments on award of M.Phil. College provides ICT facilities,laboratories for carrying out research work of teaching staffs. Teaching staffs are supported by arranging crash courses on computer basics. Advance salary is given to the teachers till their pay-fixation and approval from the Govt. The salary of the substantive staff members is done through the HRMS software. Wi-Fi facility with high-speed internet connectivity is available in the college campus. State Health insurance scheme facility is given to all the substantive staff members, Sastho Sathi Card for adhoc/casual staff.

File Description	Documents
Paste link for additional information	https://bbcollege.ac.in/dynamic_file/NAAC/1684997176welfare%20measures%206.3.1.pdf
Upload any additional information	View File

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

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

0

File Description	Documents
Upload any additional information	**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

5

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	<u>View File</u>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<u>View File</u>

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

33

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

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

Institutions Performance Appraisal System for Teaching and Non-teaching Staff Managing the organization efficiently and requires valuable performance management system. According to, AICTE, the institution follows Performance Based Appraisal System (PBAS).

There are three categories of performances in this scheme

1. Teaching, Learning and Evaluation related activities

2. Co-curricular, extension and Professional Development related activities

3. Research Publications and Academic Contributions

There is Career Advancement Scheme procedure for teaching staff on the basis of Academic Performance Indices. At the end of each academic year the data pertaining to the above categories are collected from each faculty member in the proforma suggested by AICTE. API scores are calculated for each of the three categories. The following weightages are assigned to these categories: 100:75:30. These are utilized for the award of career advancements and promotions for faculty . Faculties are motivated to attend conference, workshops and duty leave is

permitted for these.

Students are encouraged for classes. Feed back forms given to them at the end of semester and evaluated. Head of the Department and Senior Professor go through the feedback forms to improve the teaching-learning process.

As such there is no performance appraisal system followed for non-teaching staff in the institute.

File Description	Documents
Paste link for additional information	https://bbcollege.ac.in/dynamic_file/NAAC/1685007510Student%20Satisfaction%20Survey%20(SSS)%20on%20overall%20institutional%20performance,%202021.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Our college has established a strong financial audit mechanism to ensure compliance with financial regulations. Internal and external audits are conducted annually as part of this mechanism. External audits are carried out by government-appointed chartered accountants. Any queries raised by the auditors during this process are promptly addressed with appropriate supporting documentation. Upon completion, the auditors compile a comprehensive audit report which is at first submitted to the college authority for review. Once reviewed and verified, the audit report, duly signed, is submitted to the Department of Higher Education, Government of West Bengal for their consideration. For the period 2019-20 both internal and external audit were conducted by Vivek A & Company. However, for the financial years 2020-21 and 2021-22, only the internal audits were conducted by Pilaniwala & Associates. Appointment of a government nominated external auditor for these periods is still pending.

We take pride in the fact that our college has not encountered

any major objections during previous external audits. The internal and external audits, along with the guidance from our financial advisory body, contribute to financial compliance and transparency. We remain committed to upholding these standards in the future, ensuring the efficient and responsible use of our financial resources.

File Description	Documents
Paste link for additional information	http://bbcollege.ac.in/dynamic_file/NAAC/1690446348Audit%20report%20and%20accounts%202021-2022.pdf
Upload any additional information	View File

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

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

NIL

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
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

Our college has established a comprehensive resource mobilization policy and procedure with the following guidelines:

1.Committee Structure:The College operates with three committees: the Building and Development Committee, Finance Committee, and Purchase Committee. Each committee has defined roles and responsibilities related to resource mobilization.

2.Tendering Process:For works amounting to 1 Lakh or more, e-tendering norms are followed. For other works Tenders are

published in newspapers and on the college website. A minimum of three quotations/tenders are sought, and the work is awarded to the lowest quoted party.

3.Supervision and Verification:The Building Committee and an engineer oversee the execution of works. They submit a report to the Finance Committee. Based on their report, the Finance Committee recommends payment, subject to the approval of the Governing Body.

4.Payment Process:All financial transactions above Rs.5,000 are made through A/C payee cheques. Payments below Rs.5,000 are made in cash.

5.Audit and Monitoring: The college conducts regular internal and external financial audits using Tally 2016 software. Qualified Chartered Accountants perform internal audits, followed by a statutory audit by a government-appointed auditor.

By implementing this resource mobilization policy and adhering to the outlined procedures, our college maintains financial integrity, transparency, and effective management of resources.

File Description	Documents
Paste link for additional information	http://bbcollege.ac.in/dynamic_file/NAAC/1690449606Institutional%20strategies%20for%20fund%20mobilization.xlsx
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

For institutionalizing quality assurance strategies and processes, our College has put a major focus on the following points.

1. Apart from the regular curriculum-based study, for developing different skill sets among the students, a diverse range of programs are organized and successfully conducted in the College under the encouraging supervision of IQAC. Technical skill-generating courses like Communication skills, Computational Methods, Remote

Sensing & QGIS, Accounting & Tax Practices, Banking & Finance, and Digital Security; and workshops and hands-on training programs like C & Python Programming, Web Designing, and Soil Testing are some of them. Largenumbers of students have participated in each of these programs with great enthusiasm. A bunch of Certificate and Add-on coursesis run by different departments to instillprofessional and career skillsamong the students. The Career Counselling & Placement Cell has conducted on-campus recruitment drives collaborating with various Companies where a number of College students get placed successfully.

2. For the holistic development of the students, our College arranged Special Yoga sessions, Cultural Programs, Sports Competitions, social awareness programs like observing World Environment Day, and lectures on the Perspective of Social Justice, Environment and Sustainability. Outreach programs are organized by the active participation of the Women Cell, the Cultural Committee andNSS.

File Description	Documents
Paste link for additional information	https://bbcollege.ac.in/dynamic_file/NAAC/16850862346.5.1_SKILL%20DEVELOPMENT%20INITIATIVE(2021-2022%20).pdf
Upload any additional information	View File

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

For ensuring an effective teaching-learning process in the College, IQAC of B. B. College regularly discuss with the faculty members of different department and provide them with the necessary suggestions to design learner-centric curriculum frameworks. Teachers of every department submit their teaching plan to IQAC representing the distribution of the total course structure and the methodologies to complete the assigned syllabus. Emphasis is given to the practical application-based knowledge dissemination process, lab, and field works to fulfill the inherent goal of the presently operational LOCF syllabus. Students get properly sensitized with the information of their individual Course Outcomes (CO), Program Outcomes (PO), and Program Specific Outcomes (PSO) at the beginning of the session

through organizing the Induction programs by the concerned department.

An online-offline blended mode of the teaching-learning system is properly operated by the teachers for a better understanding of the students. In this process, students get actively engaged with various activities that increase their cognition level and thinking ability. Students are encouraged to participate in various online courses offered by SWAYAM, NPTEL, MIT Open Courseware etc. where they get some excellent opportunities to interact with National and International level academicians. All such good practices collectively assist to build a bright career for College students.

File Description	Documents
Paste link for additional information	https://bbcollege.ac.in/dynamic_file/NAAC/16850848296.5.2%20Blended%20Mode%20Teaching-Learning%20System%20(2021-2022).pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://bbcollege.ac.in/aqar.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender Equity, as aptly defined by the International Labour Office (ILO), embodies the essence of fairness, ensuring that women and men receive treatment according to their unique needs—be they equal or different but equivalent in rights, benefits, obligations, and opportunities.

Our college stands unwavering in its commitment to Gender Equity, actively promoting equal participation of women and men in decision-making, bridging the enrolment gap, fostering equality in the learning process, and providing equitable benefits for all.

The Women's Cell, a pillar of support, takes bold initiatives to ensure safety, well-being, and counselling for female students. International Women's Day is celebrated with zeal, commemorating the indomitable spirit of women. The orientation programme for freshmen girls welcomes them to a supportive community.

Sensitization programmes are conducted, creating awareness about women's health and hygiene and empowering them to lead healthy lives. An inspiring awareness programme further equips girls with knowledge about government programmes and women's empowerment skills.

In unity with our principles, we forge ahead, paving the way for a brighter and more inclusive future. Gender Equity is not a mere aspiration here; it's a living reality, fueling progress

and transforming lives. Together, we empower and uplift, ensuring every individual thrives—regardless of gender—within our academic haven.

File Description	Documents
Annual gender sensitization action plan	https://bbcollege.ac.in/dynamic_file/NAAC/16906900907.1.1%20Annual%20gender%20sensitization%20action%20plan.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://bbcollege.ac.in/dynamic_file/NAAC/16906992667.1.1%20-%20Specific%20facilities%20provided%20for%20women.pdf

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

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

In our institution, waste management stands at the forefront of our mission to create a sustainable future. With carefully devised schemes, we are making a tangible impact on the environment.

At discreet locations throughout the campus, we have strategically placed separate collection bins, a testament to our commitment. These bins efficiently gather both wet and dry waste, laying the foundation for responsible disposal by relevant agencies.

E-waste, a growing concern in today's digital age, has not been

overlooked. Isolated and segregated locations ensure that it undergoes proper periodic disposal by authorised agencies. We understand the urgency of addressing this issue for a cleaner tomorrow.

The Chemistry Laboratory, known for its hazardous liquids, adheres to stringent protocols. Custom-built conduits serve as guardians, channelling liquid waste into meticulously designed, concrete-lined pits. This precautionary measure eliminates any risk of surface and sub-surface water contamination.

Our institution's dedication to waste management goes beyond compliance; it embodies a deep-rooted ethos. Through these transformative initiatives, we are shaping a sustainable legacy for generations to come. Together, we pave the way towards a greener and healthier planet.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms	A. Any 4 or all of the above

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

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

The institutional logo speaks immensely of its fidelity and knowledge coup for all. As the College chooses to proffer a B.A. degree in five language subjects and an M.A. in Hindi, it sets forth its linguistic open-mindedness. The empathy and forbearance displayed by the College Management towards diverse cultures, languages, religions, economic backdrops, etc. are reflected in the composition and mindset of our learners.

The college memorialises the anniversaries of National Heroes and days of National importance reverently. The College celebrates the following events with tremendous zeal:

Sanhati Utsav (The College Social) Antaryatik Matribhasa Divas Vasanta Utsav International Yoga Day International Women's Day Rakhi Bandhan Saraswati Puja World Disability Day Azadi ka Amrut Mahotsav Bhagat Singh Jayanti Hindi Diwali observation Human Rights Day Clothes Distribution

As a part of Social commitment programmes, our learners marshal "Blood donation and "Medical Camps". Regular tree plantation

activities are very much a part of our extracurricular agenda.

The Institution also braces for and works towards the upliftment of social schemes like Kanyashree," which fosters the academics of our female learners. The NCC and NSS units of the college continue to impregnate the values of humaneness, labour, self-morale, and regimentation.

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

The invited resource persons deliberated on the various facets of the Indian Constitution.

To make our staff "Tech-Savvy" and to keep them technologically updated in order to ensure better and greater shouldering of responsibilities and duties, the college has organised a training of non-teaching staff regarding Accounts and Tally Software.

Our round-the-clock efforts bore fruit when a stranger recorded a video of one of our college students helping a person in a wheelchair cross the road and shared it with a local news channel.

To incorporate and inculcate the aforementioned values, the NSS unit of the college remains active throughout the year and has undertaken the following ventures:

Swachh Bharat Mission and organising an awareness campaign for Clean India, Green India: A Step Forward towards a Sustainable World, October2, 2021 organising an "Education for All" campaign with the objective of imparting education to the underprivileged children of a nearby slum area onNovember 11, 2021. Observing Pollution Prevention Day, December2, 2021 Celebrating Jal Jagaran Utsav, February23, 2022. A blood donation camp will be held on February 28, 2022. Observing Road Safety Day, March4, 2022 Celebrating Basanta Utsav and organising a recreational

programme at Anandam (An Old age home) in Asansol onMarch 7, 2022. Observing Shaheed Diwas onMarch 23, 2022 organising a "No Honking Campaign" to generate awareness on the burning issue of noise pollution onMarch 25, 2022. organising a "Free Hearing Testing" camp on May27, 2022. Observing World Menstrual Hygiene Day, May28, 2022 Observing World Environment Day and carrying out plantation activities within the college campus onJune 5, 2022

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://bbcollege.ac.in/dynamic_file/NAAC/16906335657.1.9.%20%20Sensitization%20of%20students%20and%20employees%20of%20the%20Institution%20to%20the%20constitutional%20obligations%20values,%20rights,%20duties%20and%20responsibilities%20of%20citizens.pdf
Any other relevant information	https://bbcollege.ac.in/institutional_distinctiveness.php

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

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

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

Imparting education to ensure all-around societal development requires a holistic strategy. Intrinsic to such a blueprint is the placement of high values on memorialising national holidays and acclaiming our national victors, to whom our entire society is bound. Our institution is of the conviction that such noble conclaves will infuse and instill among us and our learners the valued credo of consolidation and national integration. During these commemorative events, we recollect and reconnect to our cultural roots and, at the same time, remember the tremendous sacrifices made by our freedom fighters to achieve our freedom and liberation. In accordance with the above, the college has observed the following days on our campus:

Birth anniversary of Netaji Subhas Chandra Bose, Mahatma Gandhi, Kaji Najrul Islam, Rabindranath Tagore, and Swami Vivekananda (National Youth Day) The death anniversaries of Rabindranath Tagore and Khudiram Bose A seminar was organised to commemorate the birth anniversary of Sri Sri Maa Sharada under the name "Smarane Manane Maa Sarada" on December 22, 2021. International Yoga Day celebration (21/6/2022) Observation of World Environment Day (5/6/2022) Independence Day(15/8/2022) Observation of NSS Day (September 24, 2021) Republic Day(26/1/2022) Teacher's Day (5/9/2021) Observation of AIDS Awareness Day (1/12/2021) Observation of National Science Day (28/2/2022) Observation of World Biodiversity Day (May 22, 2022) Observation of Basant Panchami (5/2/2022)

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

7.2 - Best Practices

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

The world is facing an uncertain future due to environmental crises, pandemics, and unstable global economic conditions. To empower its students, the college offers a diverse, holistic, and culturally sensitive education through a series of innovative programmes that cater to the diverse cultural realities of the area. It has entered into MoUs with research institutes and non-governmental organisations to enhance skills, research orientation, and hands-on programmes for job placements. The college's digital application manages interdisciplinary and multidisciplinary learning and, with various certificate courses, implements the essence of NEP, promoting values and basic rights and innovative teaching practises. Students demonstrate increased engagement in seminars, webinars, and conferences, as well as in research publications and innovations. The college's involvement in environmental and social initiatives, holistic learning outcomes, and digital learning platform usage has led to successful integration into the teaching and learning process.

Asansol, a city facing environmental challenges, has implemented initiatives to promote environmental protection and awareness, such as environmental days, on- and off-campus plantation drives, ecological projects and the eco-awareness programmes by Beagle Nature Club. The college's commitment to sustainability is evident in increased student and staff turnout and papers from in-house faculties presented during e-ConSus conferences.

File Description	Documents
Best practices in the Institutional website	https://bbcollege.ac.in/dynamic_file/institutional_best_practices/1690629555Best%20Practices%20for%20the%20Academic%20Year%20of%202021-2022.pdf
Any other relevant information	http://bbclib.aadijatechnologies.com/question-paper.php

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

Banwarilal Bhalotia College in Asansol, West Bengal, is committed to promoting environmental protection and awareness, fostering holistic and innovative teaching and learning practises, and fostering critical thinking, creativity, and collaborative learning. The college's commitment to sustainability extends beyond its campus, with initiatives such as annual rallies for environmental awareness, intercollege programmes, and a state-of-the-art Green Library that opens to external members. The college also offers online certificate courses on biodiversity and other interdisciplinary topics, promoting environmental stewardship and involving every student in the collective endeavour. The college hosts e-ConSus, a global platform for discussing sustainable development issues. The institution is dedicated to inclusivity and accessibility, ensuring equal opportunities for all students. The college's progressive outlook towards technology, including cutting-edge tools, e-learning platforms, and interactive technologies, breathes life into education and reduces paper usage. The college's out-of-the-box pedagogical practises, such as the Meghe Dhaka Cinema Club, Beagle, Nature Club, Meraki, Art and Photograph Club, and e-magazine Grass Table, celebrate innovation and imagination through unconventional means. The college also champions the art of storytelling through the heartwarming tradition of 'Golper Adda,' inspiring a love for reading within the college premises and extending its influence to nearby institutions and platforms for book enthusiasts.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

The institution firmly believes that development is a continuous, 24/7 approach. Driven by this industrious philosophy, the college has chalked out the following endeavours to be undertaken during the next academic year:

1. The college aims to implement sustainable strategies, such as a "River Project" to address pollution in Asansol, West Bengal, and solar installations for green energy generation.
2. To establish a Green Committee for regular audits, launch an honours course in Environmental Science, improve library infrastructure, and extend sericulture projects. The launch of an honours course at the graduation level in "Environmental Science" to cater to academic needs
3. To frame and implement policies to ensure the commercial production of vermicomposted soil conditioners, thereby extending a supporting arm to sustainable agriculture.
4. To develop butterfly gardens, regular yoga classes, a multi-facility gym, water pots, artificial shades for birds, a kitchen garden, and initiatives related to apiculture.
5. Enhancement in the number of closed-circuit cameras to add to the already existing security infrastructure.
6. To install a high-volume sampler on campus to assess campus air quality.
7. To inaugurate a learning management system to host all online and certificate courses from a single window, establishing a public-private partnership.