



# **AQAR REPORT REVIEW**

**BIJOY KRISHNA GIRLS' COLLEGE**

**Aishe id : C-11992**

**Submitted for : 2020-2021**

**Submitted Date : 05/03/2022 03:44 PM**

**Reference AQAR Link : [Click here](#)**

**Over all Comments :**



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	Bijoy Krishna Girls' College, Howrah
• Name of the Head of the institution	Dr Ruma Bhattacharyya
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03326412341
• Mobile no	9830035815
• Registered e-mail	bkgc_howrah@yahoo.com
• Alternate e-mail	rumabhattacharyya61@gmail.com
• Address	5 by 3 M G Road Howrah 711101 West Bengal
• City/Town	Howrah
• State/UT	WEST BENGAL
• Pin Code	711101
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Urban

• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	University of Calcutta
• Name of the IQAC Coordinator	Dr Sweta Guha
• Phone No.	03326412341
• Alternate phone No.	0332644877
• Mobile	9830014223
• IQAC e-mail address	iqacbkgc@gmail.com
• Alternate Email address	iqac@bkgc.in
<b>3. Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://bkgc.in/uploads/1603044095.pdf">https://bkgc.in/uploads/1603044095.pdf</a>
<b>4. Whether Academic Calendar prepared during the year?</b>	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://bkgc.in/site/container_page/16">https://bkgc.in/site/container_page/16</a>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	81	2005	21/09/2005	20/09/2010
Cycle 2	B	2.82	2016	25/05/2016	24/05/2021
Cycle 3	B++	2.76	2021	03/11/2021	02/11/2026

**6. Date of Establishment of IQAC**

12/09/2005

**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
BIJOY KRISHNA GIRLS' COLLEGE, HOWRAH	RUSA COMPONENT 9	MHRD, GOVT OF INDIA	2018; 2 YEARS	50,000,00 (2ND INSTALMENT)

<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>	
<b>9.No. of IQAC meetings held during the year</b>	<b>12</b>	
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>? External Academic and Administrative Audit was conducted by University Expert Team on 12.2.2021 ? NAAC supported National Level Webinar on "New Assessment Process of NAAC" organised by BKGC Howrah &amp; Bankura Zilla Saradamani Mahila Mahavidyapith, Bankura on 5.1.2021 Speaker: 1)Dr Amiya Kumar Rath, Adviser, NAAC, 2)Dr. B.S. Panmudiraj, Adviser, NAAC, 3)Dr. Ruchi Tripathi, Assistant Adviser, NAAC, 4) Dr. Neelesh Pandey, Assistant Adviser, NAAC. ? One week workshop on "Research Methodology" during 16.1.2021 to 22.1.2021 in collaboration with IQAC, University of Calcutta ? On 20.10.2020, Special Online Lecture on Kitchen Politics: Domestic Workers Unionise Kolkata, Organised by Netaji Institute Of Asian Studies, in Collaboration with Bijoy Krishna Girls' College, Howrah Speaker: Dr Shamita Sen, Vere Harmsworth Professor of Imperial and Naval History, University of Cambridge, UK. ? Bijoy Krishna Memorial Lecture on "Scope and Uses of National Digital Library of India (NDLI) Services" on 10.8.2020 Speakers : 1) Ms. Sujata Roy, Chief Operating Officer, NDLI, IIT, Kharagpur 2) Mr. Anirban Sarma, Chief International Outreach Communications Officer, NDLI, IIT, Kharagpur</p>		
<b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards</b>		

**Quality Enhancement and the outcome achieved by the end of the Academic year**

Plan of Action	Achievements/Outcomes
3rd Cycle Accreditation by NAAC	NAAC peer team visit on 26.10.21 and 27.10.21 completed successfully under the testing conditions of COVID 19 pandemic and lock-down
Registration of Alumni Association	Registered on 01.04.2021 (Registration number: S0017912 of 2021 - 2022)
Student Exchange Programme	Online Student Exchange Programme with Muralidhar Girls' College, Kolkata (Duration 5.4.2021 to 10.4.2021)
To Digitalize Central Library	In progress
Skill Enhancement of Teaching and Non-teaching Staff in ICT	<ul style="list-style-type: none"> <li>• One day e-Workshop on Digital Classroom in Collaboration with Tata Consultancy Services -TCS iON On 18.8.2020 Speakers: 1) Mr. Kaustav Sengupta Regional Head (East Zone) TCS iON Education Transformation Unit Tata Consultancy 2) Mr. Arinijeet Das, Project Manager, TCS on TCS iON Digital Classroom Hands on Demo</li> <li>• Workshop on Online Evaluation for Teaching Staff conducted by Dr. Ruma Bhattacharyya, Principal, on 09.11.2020 &amp; 20.11.2020</li> <li>• FDP - 7 ( 1.3.2021-7.3.2021) days Workshop on " Advanced Excel And E-Filing" , organised by Department of Commerce &amp; IQAC in collaboration with ICA, Resource Person : 1) Computer Faculty : Mr. Kamal Basak 2)CA Faculty : FCA Dinesh Kumar Sharma</li> <li>• Developing Skills Through ICT Tools and Techniques for Non-teaching Staff in Gokhale College, Kolkata from 02/07/2020</li> </ul>

	to 04/07/2020
Creation of Teaching and Non-teaching Post	Applied to competent Govt. authority
Database of Student Progression	Database of Student Database has been created by every department
Linkage with industry and arrange for internship	Due to pandemic, it has been postponed
Collaborative activities	<ul style="list-style-type: none"> <li>• Institute of Historical Studies</li> <li>• Prasanta Chandra Mahalanobis Mahavidyalaya</li> <li>• Clarkson University, USA</li> <li>• Cytogenetics and Genomics Research Unit, Dept of Zoology, University of Calcutta</li> <li>• Surendra Nath College, Kolkata</li> <li>• Muralidhar Girls' College, Kolkata</li> <li>• Lady Brabourne College, Kolkata</li> <li>• ICA, Howrah</li> </ul>
Utilization of RUSA Fund	Complete utilization of RUSA fund has been made and utilization certificate submitted to RUSA
To install RFID enabled attendance system of students	Due to pandemic, it has been postponed
To undertake External Academic Audit	External Academic Audit has been conducted by university expert team on 12.2.2021
To take up Green Audit	Green Audit has been conducted for 2020 -21
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Governing Body of the College	21/02/2022

14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	27/01/2022
Extended Profile	
1. Programme	
1.1	1215
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2. Student	
2.1	3794
Number of students during the year	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.2	835
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.3	1190
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3. Academic	
3.1	69

Number of full time teachers during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
3.2	80	
Number of sanctioned posts during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>4.Institution</b>		
4.1	67	
Total number of Classrooms and Seminar halls		
4.2	105.00188	
Total expenditure excluding salary during the year (INR in lakhs)		
4.3	133	
Total number of computers on campus for academic purposes		
<b>Part B</b>		
<b>CURRICULAR ASPECTS</b>		
<b>1.1 - Curricular Planning and Implementation</b>		
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process		
<p>In 2020-21 following movement of worldwide pandemic deliverance of curriculum planning and documentation process also underwent sea changes with experimentation everywhere.</p> <p>Attempt was there to remain as less disruptive as we can, using advantage of technological advancements.</p> <p>In the completely online Academic Session of 2020-21 following decisions of Academic Sub Committee with Principal, IQAC Coordinator and HODs classes were conducted as far as possible with the help of G-Suite, Mobile and Whatsapp Group Calls, Teamlink, etc.</p> <p>For effective implementation of curriculum in absence of library</p>		



facility the teachers provided study materials through Whatsapp and G-Suite Classrooms. Awareness to use INFLIBNET and NDL facilities was spread.

Very promptly college adapted itself with the changing need of crisis situation and developed its own Learning Management System to facilitate the academic activities.

New Teaching plan and Academic Calendar are devised synchronizing with online examination schedule of the parent body, University of Calcutta.

Routine Sub-committee also developed a new routine pattern following instructions of the University, Government Orders.

Class load was lessened for keeping financial burden of data usage lesser for the students.

Online Psychological Counseling process was beside students as coping up mechanism.

Extension lectures, Seminars, Debates, etc were transformed to online mode.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

The college adheres to the Academic Calendar issued by the University of Calcutta

**Adoption of CBCS**

The university has introduced the Choice Based Credit System (CBCS) for UG & PG since June

2018 and from 2017 for Commerce alongwith semester system began from the same year.

**Evaluation [UG & PG]**

## 1. Formative Evaluation

- Students are assigned written projects followed by viva voce in a few departments. Tutorial classes/ evaluation/practical classes are assigned for each course.
- Interactive mentor-mentee groups as a supportive measure for the students.

## 1. Summative Evaluation

- The marks distribution are as per University regulations comprising of :.

1. The summative evaluation through a MCQ, short questions, descriptive answers
2. Experiment based qualitative and quantitative estimations in laboratory-based subjects.
3. Demonstration lecture by the students
4. Field trips

- Evaluation is done through internal assessment by the College followed by semester-end examination conducted by the University.

The following teaching-learning methods are practiced at the College:

1. Independent Learning like mentoring.
2. Participative Learning e.g. group discussions and classroom evaluation through verbal or written performance.
3. Collaborative Learning like group task
4. Problem Solving like solving of complex real world problems.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://bkgc.in/site/container_page/16">https://bkgc.in/site/container_page/16</a>

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

**A. All of the above**

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

## 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**

29

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

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

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

07

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

457

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

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

Bijoy Krishna Girls' College believes that Higher Education is a critical contributor to sustainable living; equity based social growth and economic development of the nation. BKGCC as a premier HE institute is involved in imparting meaningful education to the girls over six decades is quite positively tuned to integrate cross cutting issues of Professional Ethics, Gender, Human Values, Environment and Sustainability into Curriculum.

The institution has embraced several unique steps for developing imaginative, broad-based foundation and for holistic development of students at home and world.

- Women Studies Centre of the College inaugurated on 16.08.19 for sensitizing students on gender issues in collaboration with the Women's Studies Centre of the University of Calcutta. The centre successfully completed the second session (online)

in 2021 and is in full swing to start the third session.

- International Women's Day, Human Rights Day and Environment Day are celebrated every year.
- Gender & Environment as a part of curriculum is included in subjects Political Science, Philosophy, Psychology, Geography, Journalism & Mass Communication and Commerce include elements of the issue in their curriculum.
- There is mandatory Environmental Studies Course included in Ability Enhancement Compulsory Course (AECC-2) in the Semester 2 of the CBCS curriculum.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

07

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

<b>1.3.3 - Number of students undertaking project work/field work/ internships</b>	
265	
File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>
<b>1.4 - Feedback System</b>	
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>B. Any 3 of the above</b>
File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>B. Feedback collected, analyzed and action has been taken</b>
File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	Nil
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of students admitted during the year</b>	

1156

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

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

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

267

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

Since admission is done online through merit list, evaluations for identifying slow learners and advanced learners are done through written tests or verbal interactions when classes begin.

### Slow learners

- They are referred to for additional classes.
- They are provided with more learning materials especially in Bengali.
- Special support is provided through Mentor-mentee programme.
- Re-assessment based on the syllabus covered is done from time to time.
- They are encouraged to join Functional English course for soft skill development.
- The departments organize Extension Lectures delivered by experts in their fields.

### Advanced learners

- They are provided with reference articles for higher

intellectual pursuit.

- They are encouraged to use ICT enabled tools, e.g., they are trained to prepare slides for power point presentation.
- They are encouraged to participate in the following activities:
  - Online student seminars (paper and poster presentations) organized both by the college and other institutions.
  - Publish articles in the in-house students' journal BKGC Scholars and lab journal Annweshan
  - Write for the college magazine Atmadeepa, and also wall magazines
  - Microteaching
  - Intra-college and intercollege elocutions/quiz/essay competition

Most of these activities were conducted in the virtual mode during the pandemic period.

File Description	Documents
Paste link for additional information	<a href="https://bkgc.in/ejournal/">https://bkgc.in/ejournal/</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
3794	69

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

### 2.3 - Teaching- Learning Process

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

To enable the students in getting a holistic approach towards acquiring knowledge, apart from lectures, they should be given hands-on knowledge and exposure to the world.

#### 1) Experiential Learning:



## 1. Laboratory based learning

- Learning through experimentation:

For subjects like Physics and Chemistry, practical experiments are done by the students under the supervision of the teachers. This helps them prove and see with their own eyes what they have learnt in the theoretical classes.

- Hands-on experience:

In subjects like Botany, Zoology, Microbiology and Geography students get the opportunity of supplementing their theoretical knowledge by practical experience in the laboratory.

- Students of Education and Psychology apply their theoretical knowledge on live subjects.
- Students learn to use open-source software packages.

## 1. Projects

- For Commerce short research papers have to be prepared by the students which teach them how to handle a research project on their own.

## 11) Participative Learning:

For the students' active participation the following methods are taken:

- Microteaching
- Paper and Poster Presentations in students' seminars
- Subject related Quiz

## 111) Problem Solving Methodologies:

- Mathematical problems develop the faculty of logical reasoning among the students.
- Research projects help students to learn to identify, analyse and solve a problem.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

- ICT enabled tools were used both for offline and online classes. The virtual platform was extensively used due to the pandemic.

#### Theoretical Classes :

- The projectors in the classrooms are used to show ppts in physical classes.
- Digital libraries (INFLIBNET, NDLI) and other online sources are used.
- MS Office is extensively used by all the departments.
- Smart classrooms and virtual classrooms are used.
- Study material in the form of ppts, write ups, audio and video uploaded in the LMS.
- Online Extension Lectures and Student Seminars are organized.

#### Practical Classes:

- Varied amount of data is collected from different online sources.
- Open-source software packages are used by subjects like Mathematics (C, C++, SAGE MATH, R), Physics (Python, Latex, Gnuplot, Texmaker), Computer Science (Oracle, MYSQL, Python, Java), Chemistry (Fortran), Commerce (Tally), Geography (QGIS), Economics (R,).
- Soft copies of the projects/term papers are stored in the desktops or sent through e-mail.

#### Evaluation:

- Online examinations are being held regularly by the college.
- The college portal is used to put up notifications and examination guidelines, University question papers and answers submitted by examinees.
- Computer workshops were held for teachers for taking online

classes and online correction of answers.

- The University examinations were held through online mode.

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

### 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

89

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

69

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

#### 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

43

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

### 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

1000

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.

1. During the pandemic period these assessments and correction of answer scripts were done online. The students were given detailed guidelines regarding the online process and were directed by the teachers in case of any difficulty.

A workshop was held for the faculty regarding online examination and evaluation of answer scripts.

The students are intimated about the exam schedule through

- The website
- Posting in WhatsApp groups of the class

Class attendance of the students also carries marks. Attendance for each course is maintained by the college.

Continuous Internal Evaluation is done by the departments throughout the semester. These include

- class tests
- assignments
- verbal interaction
- Micro teaching
- subject related quiz
- short paper presentation

These formative evaluations help the students prepare better for their final examinations. Students are encouraged to approach the teachers for any clarification. They are also urged to practice writing answers and get them corrected by the teachers. Special assignments are given by the mentors to their mentees according to their needs.

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

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

The internal examinations were held online during the pandemic. The students were guided by the teachers regarding the online evaluation process.

- Internal examination marks are a part of the final result of the student under the CBCS and are directly submitted online to the University. The students can apply to the University for review or self-inspection of their answer scripts. The college only assesses their claims and forward these cases to the University.

Answer papers of the internal/tutorial examinations are preserved by the college for five years so that any inquiry can be addressed to easily.

- Marks on class attendance of the student in each course are added to their final result. Attendance is regularly maintained and the students apprised if they have a shortfall. Any query is settled by the department immediately.

- Online Parent-Teacher Meetings were held to apprise the guardians of their ward's progress and suggestions taken from them.

Regarding continuous internal evaluations, the students are free to discuss with the teachers their queries and ways to improve their result. Feedback on their performances is given. Students are encouraged to come up with questions and be interactive in class.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://bkqccms.in/exam_grievance/">https://bkqccms.in/exam_grievance/</a>

## 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.

The institution not being autonomous, has to adhere to the given course curricula for University programmes which are uploaded on the University website. For Value Added Courses that the college offers, the faculty frames the syllabi keeping in mind the desired learning outcomes. Syllabi of Skill Enhancement Programmes follow UGC guidelines, modifications being made by the faculty according to requirement.

### Awareness regarding PO and CO

- For teachers and students (both prospective and existing): the POs and COs of different subjects and the detailed syllabi are put up on the website.
- The first semester students are informed of the desired outcomes of their chosen programmes in the Orientation Programme and Induction Programmes organized by the college and the individual departments respectively.
- The Programme Specific outcomes and the Course Outcomes are explained by the teachers in class.
- The college also offers
- Skill Enhancement Programmes
- Value Added Courses, U.G and P.G. programmes
- Vocational certification programmes by The Distance Learning Centre of NSOU.

Students are informed regarding these programmes during the Orientation and Induction Programmes. Information regarding the programme outcomes and course outcomes of these courses are uploaded in the college website and also disseminated in classes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.bkgc.in/uploads/po-co-mapping.pdf">https://www.bkgc.in/uploads/po-co-mapping.pdf</a>
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.

- The main Programme Outcomes and Course Outcomes for students of undergraduate colleges are progression to higher education or some professional course. The students of post graduate courses may also pursue further studies or may opt for some career. The institution tries to keep track of the progression of its students as to whether they have opted for further studies or have secured a place in the job market.
- The final outcomes of the Courses or Programmes are measured by the marks or grades obtained by the students in the University examinations. The college does PO, CO mapping based on the students' results.
- The Academic Sub-Committee as well as the individual departments meet regularly to discuss the examination results of the students.
- The faculty keep track of whether the students are progressing towards achieving the desired outcomes through continuous internal evaluations.
- The students of the B.Ed stream have to take demonstration classes online for school students, where the former are evaluated as to how they perform as teachers.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.youtube.com/watch?v=4WLkkFXCWJI">https://www.youtube.com/watch?v=4WLkkFXCWJI</a>

### 2.6.3 - Pass percentage of Students during the year

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

1256

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://bkqc.in/uploads/IQAC-ANNUAL-REPORT.pdf">https://bkqc.in/uploads/IQAC-ANNUAL-REPORT.pdf</a>

### 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://bkqc.in/naac\\_sss/administrator/final\\_report.php?session=2020-21](https://bkqc.in/naac_sss/administrator/final_report.php?session=2020-21)

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

##### 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

##### 3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0



File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 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

07

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

### 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

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.2 - Innovation Ecosystem

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

**Institution has initiatives for both students and teachers.**

**Student Development:**

BKGC SCHOLARS a bi-annual student journal where students can submit research article for publication.

Student Exchange Programme, Micro teaching and Student seminars are organized where the students also act as speakers.

Guidance and placement related training is organized to promote employability possibilities.

Skill enriching value added courses are offered.

To inculcate innovative writing and professional competence, publication of annual college magazine, wall magazines, CV writing competition are held on regular basis.

To develop life skills among students Yoga, Gym, Karate training facilities are available.

Traditional cultural heritage and recent cultural trend are encouraged through various cultural programmes.

**Faculty Development:**

International, National and State level workshops, webinars, FDPs etc. are organized.

Some faculty members are acting as Ph.D. research supervisors/co-supervisors.

Publication of News-letters and the lab journal Anweshan are some initiatives to spread knowledge among stakeholders and visitors.

Financial assistance has been provided to the faculties under Small Budget Short Project Scheme.

College provides appropriate physical infrastructure such as well-equipped lab, internet facility across the campus, and other facilities such as INFLIBNET linked library and subscription of e-journals, on demand.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://bkgc.in/ejournal/">https://bkgc.in/ejournal/</a>

### 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

01

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

### 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

14

File Description	Documents
URL to the research page on HEI website	<a href="https://bkgc.in/uploads/research-cell.pdf">https://bkgc.in/uploads/research-cell.pdf</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 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

22

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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

42

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

### 3.4 - 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

Extension and outreach activities create consciousness among the students towards social issues, make them empathetic to every constituent unit of the society for which BKGC is proactive with regular and special programme under IQAC and NSS Unit.

- Swacchta Programme under SAP:

Awareness programs with video, slogan , poster in social media as well as online Workshop on SAP with MGNCRE GOI, Gandegi Mukta Bharat Abhijan .

- Health Awareness Programme

Anti-drug campaign and Poster Competition ,Dengue Prevention Program , Covid awareness, Yoga day celebration,Fit india freedom run etc.

- Relief Camp in Pachpara ,Sunderban & Satya Bharati social service organization at Nabagram , Hooghly
- Environmental awareness Programme

Poster presentation ,Tree Plantation ,World Environment day, Earth day.

- Activities in adopted Village

Swachhta , Fit India movement ,Dengue prevention program, Relief Camp, handmade mask and sanitizers distribution, regular door to door Covid awareness

- Celebration of National days : cultural programs & different intra and inter-college competitions
- Special Camp (Literacy Program)
- Collaborations
- Panchpara Gram panchyat,Howrah
- Khurut Harijan kalian Samity Howrah
- Satya Bharati social service organization at Nabagram , Hooghly
- JoyGram Social Welfare society, Hasnabad, Sunderban

ACHIEVEMENTS ( 2020 -21 )

1. Swachhta Institution by MHRD
2. One-District One green champion Award.

File Description	Documents
Paste link for additional information	<a href="https://bkgc.in/site/page_details/25">https://bkgc.in/site/page_details/25</a>
Upload any additional information	<a href="#">View File</a>

**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**

03

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**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**

19

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**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**

272

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**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**

10

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

**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**

07

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

**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.

Bijoy Krishna Girls' College, is situated on 4 B-10 K-11 CH-09-SF. T area and offers twenty-five Under Graduate, five Post Graduate and two Certificate Course, one Professional Course, five Skill Development Courses and one Research Centre.

**AdministrativeFacilities:**

- The Office Building 'PARICHAY' is well equipped with all ICT facilities. , washroom and drinking water facilities with separate 'Account.
- The Principal's Chamber is located in the 'NEERAJANA' building which is architecturally more than 100 years old and has all ICT facilities. This is where the 'Governing Body' meetings are always held.
- The 'IQAC Office' is situated next to the Principal's room in the 'NEERAJANA' with meeting room attached to it and has all ICT facilities.
- System Administrative Room: Situated on the 3rd floor of 'SANDIPANA' building, it is equipped with advanced technological amenities. All works related to examination and administrative are conducted here.
- The well equipped 'NSS Office' is situated in the 'UPASANA' building where core committee meetings are held.
- The 'PG Office' and Board Room is situated in the 'SUCHETANA' building. All meetings and administrative work are held here.
- The office of 'Bijoy Krishna Girls' College Study Centre of Netaji Subhash Open University (NSOU) (C08)' is also situated in the 'SUCHETANA' building. All the academic and administrative work related to NSOU is carried out in this section.
- Banking Facility: To provide banking facility for the students, staff and the college, 'Canara Bank' has been provided space for their office in the college campus. Academic Facilities:  
  
The academic departments are spread over in the 8 buildings, Prajna, Eshona, Sandipana, Neerajana, Uttoron, Upasana, Suchetana and Pratihari , consisting of 64 classrooms, 1 virtual classroom, 2 smart classroom and 30 laboratories, 3 seminar halls and 1 auditorium, 22 departmental work stations and 2 teachers' lounges.
- Library: The central library of the college has all modern infrastructural amenities. Here, students can access computers having hi-speed internet facilities. Students with visual disabilities, Braille books and a specially equipped space for "Divyagyan" are also available. • Other Facilities:  
  
• Auditorium: The College auditorium was remodeled in 2015 and named



'Jibanananda Sabhagriha' after the renowned Bengali poet Sri Jibanananda Das, who was a faculty of this institution having a seat capacity of 150. • Hostel: College Hostel 'BANALATA' which houses 50 boarders and provides them with "a home away from home".

• Canteen: RASANA is the main canteen of the College with a staff canteen 'PROYOJON' and coffee counter 'CHAIHOLIC'.

• Water-Body: The College has a pond internally connected with the river Ganga.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://bkgc.in/site/facilities_page/Campus-BKGC">https://bkgc.in/site/facilities_page/Campus-BKGC</a>

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

The students of Bijoy Krishna Girls' College, Howrah over the years have been encouraged to participate in every kind of physical activities. It is believed that the physical activity like yoga, gym and outdoor as well as indoor sports along with curricular education nourishes the student for a healthy and happy life. The college has the following facilities. Fitness Facilities:

• Gym: A well-furnished gymnasium with trainer was established in 2016 is available in the College.

• Yoga: The College organizes Yoga under the able guidance of Yoga trainer.

• Karate: The College has signed an agreement with Sensai Shantanu Chatterjee and Sensei S. Chatterjee on a collaborative basis for regular training of Karate.

• Diet Club: The college has inaugurated a diet club in 2019 where certified dietician provides dietary guidance.

• Sports Facilities: Every year Annual Sports of the college is held in 'Sailen Manna Stadium' with various Outdoor and Indoor.

• Badminton: There is ample space for playing badminton during

winter.

- **Basket-ball:** The basket -ball court was constructed in the year 2016

- **Garden Facilities:**

**Herbal Garden:** Small herbal gardens of precious herbal plants have been maintained by the Department of Botany of the college.

**Roof-top Garden:** There is a small ornamental roof top garden which has been nurtured very recently. It is maintained for the decorative and ecological benefit. **Cultural Activities:** Cultural Sub-committee undertakes several colourful programmes throughout the year of which the most popular ones are: Annual Social Basantautsav Banmahatsav Rabindra- Jayanti Celebration of Saraswati Puja Along with these programmes some significant days are also celebrated with respect and admiration National Youth Day- Birth Anniversary of Swami Vivekananda Jatio Parakram Divas- Birth Anniversary of Netaji Subhash Chandra Bose University Foundation Day Republic Day International Mother-language Day International Women's' Day Ambedkar's Birth Anniversary World Environment Day International Yoga Day College Foundation Day Independence Day Teacher's Day Gandhi Jayanti- Swachhata Divas World Philosophy Day World Accounting Day Mental Health Day

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://bkgc.in/site/facilities_page/Gymnasium">https://bkgc.in/site/facilities_page/Gymnasium</a>

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

36

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://bkgc.in/uploads/1619696196.pdf">https://bkgc.in/uploads/1619696196.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

14,63,942

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

#### 4.2 - Library as a Learning Resource

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

- Name of ILMS software koha
- Nature of automation (fully or partially) partially
- Version 18.11.02.000
- Year of Automation 2015

Library has a book collection of 52983 as of 31.03.2020. Library acquired ILMS, koha for proper organization of library materials in 2015. The software is hosted on cloud through the vendor 'AVIOR'. It provides bibliographic details of books through WEBOPAC and MOPAC, which is accessible from anywhere, it also provides the SMS alert and Email service. Circulation Service is provided through koha. Unique titles of 15369 (which comprised 26620) have been entered in koha as of 21.04.2020. Different types of reports can be generated using koha, which is useful for different departments, committees

and inspection time to time. Circulation of documents is fully automated and barcoded book cards and library membership cards from students, teachers and staff are kept as supporting documents. Barcoding of books has been started from 2015. The Book card and Library Membership cards are also barcoded. In a nutshell koha is: 24X7 accessible ILMS, which provides a web based interface to access WEBOPAC to learn about the library collection, availability of the books. It is MARC 21 compatible ILMS. Provides Copy cataloguing feature using Z39.5 List of Modules use in koha

- Circulation
- Cataloguing
- Patrons
- Reports
- Tools
- koha administration

#### Future Plan Short Term

- Reprography Section
- Implementation of RFID system

#### Long Term

- Group Discussion Zone
- Refreshment Corner
- Digital Library
- Book Bank
- Membership to Outside Scholars.

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

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

C. Any 2 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

0.24

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

#### 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

72

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

#### 4.3 - IT Infrastructure

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

Consistent effort has been made to improve upon its IT infrastructure and facilities. The college has 143 computers (112 desktops & 31 laptops), 43 printers/scanner, 25 projectors, out of these 87 desktops are for Academic purpose and 28 desktops are for Administrative purpose and 4 laptops for office use. Regular

maintenance is carried out of all desktops and laptops by Micromate. There are two browsing centers; the first is the Computer centre another at the Library, the later being set up from RUSA 2.0 grant. Internet Lease Line Connection of 10 Mbps from Alliance Over the last five years fifteen high-speed internet connections, (two connections with 400 MBPS, two connections with 175MBPS, nine connections with 100 MBPS, two connections with 60MBPS) have been installed. The bandwidths have been regularly updated over the last five years. The college has licensed software including Microsoft Office, Microsoft windows 7 or above, Sage-Math (Open Source), Python, MiKTeX, GNU Plot, LaTeX, TeXmaker, PyCharm, Tally ERP 9, Firewall (Sonic Wall) Software upgradation has been carried out as and when needed especially with the introduction of the new CBCS system The smart boards are connected with internet via Wi-fi so that the faculty while teaching or presenter while presenting can access internet for reference and for deeper and wider knowledge A CMS software facility for admission, registration, attendance entry, ID cards, Student Management System was installed in 2017 The College introduced Learning Management System (LMS) for both teachers and students since 2019. This has been a great help especially during this lockdown situation Message in bulk is send through vendor for notice and to update parents regarding student affairs and progression and to disseminate notifications for staff, and four LED Display Boards are also there. A large number of classrooms are ICT enabled and portable LCD projectors are provided for other classrooms. Projectors are repaired and maintained through temporary orders Video conferencing facility is available in the seminar halls and also from the Principal's room and System Administration Room Biometric machines are also connected with Wi-Fi and are linked to Principal's desktop Library is partially automated with KOHA since 2015. ILMS software with KOHA (installed 2015) provides a very user-friendly interface for searching documents in the library and their issue-status Library facilitates Web-OPAC remote access to users. Different ppt s and links are provided for the students in the college website through LMS and the website is maintained by Right Brains Technology

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://bkgc.in/uploads/1646297199.pdf">https://bkgc.in/uploads/1646297199.pdf</a>

#### 4.3.2 - Number of Computers

143

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

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

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)**

42.986

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The management of Bijoy Krishna Girls' College Howrah makes meticulous effort to cater the incumbent with major policy decisions made in the Governing Body while the IQAC plays the pivotal role in formulating these policies.

#### Policy Prescription for Facilities:

- This academic and administrative facility are effectively utilized so as to provide the basis for equitable allocation based on the critical needs of educational, research and administrative activities and for optimal use of all physical assets that is regularly reviewed. The basic rules behind the policy planning are
- To upgrade ICT facilities with an objective to provide state of the art teaching-learning methods to the students.
- To schedule all types of activities properly without any hindrance
- To improve coordination between different interrelated departments
- To increase the awareness among stakeholders towards facility use for activities and events to be organized in the college
- To optimize the space utilization

#### Incremental Facility:

- In the period of last five years the College has been able to enhance its physical facilities considerably through proper planning and policy formation.
- Through meticulous planning and help of college engineering advisor detailed proposed plans were submitted to different authorities. As a result of which Govt funds were received this helped in augmentation of physical facilities. Two large classrooms and the Work Station came up from MPLAD fund, a toilet block with 15 toilets was constructed from MLA-LAD fund.
- The Institution benefited immensely from receiving RUSA 2.0 grant and a new G + 4 building with 11 rooms, a lift and 3 other structures for lift were constructed.
- The College utilized its own fund to construct new rooms for PRAJNA building and a System Administrative Room (SAR) for carrying out all administration and exam related activities.
- A huge drive was made for augmentation of the Computer and other ICT facilities to impart quality education to the students of the college
- A basket ball court and a gym were constructed in 2016 as a policy



suggestion by IQAC.

**Academic Infrastructure:**

- Efficient allocation of rooms for 26 Departments become absolutely essential to the proper conducting of all academic as well as administrative activities.
- Work stations for teachers of every Department are there for teachers to carry out all their teaching/evaluating/research activities.
- Room allotment is done by the routine sub-committee
- Regular classes of the college take place within 10:00 a.m. to 5:00p.m. Classrooms are also used for other academic activities and organized events subject to permission from the Principal.

**Laboratory Space Utilization:**

- The Science stream of the college has 12 departments
- The schedules of laboratory classes are decided by the Departmental sub-committees in a way so as to effectively allot laboratory space to each batch during the ongoing semesters.
- Laboratories of each department are maintained regularly and both assets and stock registers are updated at regular intervals.
- While the College fund is used to upgrade laboratory equipments in general, RUSA 2.0 fund has provided a much-needed elevation of the laboratory procurements as per the newly introduced semester system.

**Research Facility:**

- The College encourages research work of the teachers through Research and Development (R &D) Cell formed in the year 2018 to formulate a framework and provide support to the faculties.
- The ICT equipped Work Station of each Department provides the space for faculties to carry on with their research activities.
- Researchers are facilitated with the Laboratory infrastructure and also Library resources.

**Administrative Facility:**

• The College has 7 main administrative areas including the Office of the Principal, IQAC Office, the General Office, the Accounts Section, the Office of Post-Graduate Studies, Office of NSOU, Office of B. Ed and the NSS Office. The other administrative facilities are Office of Women's Study Centre (WSC) and R & D Cell. All these office spaces are efficiently furnished for execution of day to day duties and activities and are well equipped with ICT facilities.

#### Seminar Halls:

• The College has 3 seminar halls of which 2 are housed in 'UPASANA' building and 1 in Duke Hall. All are well equipped with ICT facilities.

#### Virtual Classroom:

The 'UPASANA' building also has the virtual classroom which was modeled in 2016 with State Grant received from Government of West Bengal.

#### Smart Classroom:

The auditorium of the college also has been converted to Digital classroom as a part of policy prescription of IQAC with a vision to adapt World class education practices for both students and teachers as well.

#### Library:

The Institution has a very rich library which forms the backbone of imparting education. It also has a rare book section. The PG Library is a separate unit of the Central Library.

#### Fitness:

The college facilitates healthy living through yoga, karate, gym ,diet club and Psychological Counselling Cell- 'AALO'

#### Sub Committees:

Several Sub-committees are there to assist and supervise the projects undertaken of which a few are as follows:

- The Finance Sub Committee allocates funds as per the requirements.
- The department then follows the necessary procedure through the

Purchase Sub Committee and finalizes the purchase of every item.

- A Building Sub Committee oversees the implementations of the projects undertaken and approved.

Other Facilities Provided:

Conducting examinations such as West Bengal Joint Entrance Examination, TET Examination, promotion tests for banks, entrance tests for Medical and various Government Job Selection Examinations

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://bkgc.in/site/facilities_page/Library-Facilities">https://bkgc.in/site/facilities_page/Library-Facilities</a>

## 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**

818

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
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)	<a href="#">View File</a>

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

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

0

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

**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	<a href="https://bkgc.in/uploads/Skill-Development-Course-Formatted.pdf">https://bkgc.in/uploads/Skill-Development-Course-Formatted.pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

3626

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

3626

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

<p><b>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</b></p>	<p><b>A. All of the above</b></p>
--	-----------------------------------

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

19

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

246

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

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

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

14

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**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.**

05

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
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)	<a href="#">View File</a>

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 )

To ensure student participation, college administration has included a student representative in the Governing Body of the college, which is the highest policy making authority as per Statutory provision of University of Calcutta.

#### Extra-Curricular Activity

- Assigning responsibility to students in executing all extra-curricular activities like Sports, Annual Social, Celebration of Special days like Bon Mahotsav, celebration of Rabindra Jayanti, Teachers' Day etc.
- Involving the students in a wholesome character building notion through their involvement in an array of opportunities in terms of extracurricular activities like Yoga and Karate classes, Gym Sessions and so on.

#### Co-Curricular Activities

- To imbibe students to participate in various activities like micro teaching and student seminar in order to built up their confidence and make them eligible to comment and discuss teaching methods and way of communication.
- To allow them to lead NSS Unit with a motto to SERVE TO LEARN AND LEARN TO SERVE by organising Medical Camps, Educational awareness Campaigns, charitable programs and special camps in rural areas.

File Description	Documents
Paste link for additional information	<a href="https://www.youtube.com/watch?v=Km5V4S5F8xM">https://www.youtube.com/watch?v=Km5V4S5F8xM</a>
Upload any additional information	No File Uploaded

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

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

18

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

### 5.4 - Alumni Engagement

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

Bijoy Krishna Girls' College, Howrah, has an active alumni association named PUNARNABA consisting of former students ranging from 1963 to the present as well as retired teachers and staffs. The association is a registered association (Registration number is S00017912 of 2021-2022). It takes part in different programs in the College. Many of our Alumni members students hold important positions as Principals, Headmistress, Film Stars, Journalists, Teachers, Administrators etc. The Association involves themselves not only in the academic growth but also provides exposure to its students through various activities. An online health awareness Programme on COVID-19 and female health was organized by "Punarnaba" the Alumni Association and IQAC of Bijoy Krishna Girls College, Howrah, on 5th July ,2021, at 7 p.m. to 8.30 p.m. through google meet. Speaker was Dr. Pamela Ghosh, Medical Officer, NRS, Kolkata.



On 5th October and 6th October ,2021 the association organized an online exhibition and sale of handicrafts specially prepared by the ex-students.

File Description	Documents
Paste link for additional information	<a href="https://bkgc.in/uploads/Alumni-Report.pdf">https://bkgc.in/uploads/Alumni-Report.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

E. <1Lakhs

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

## 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

The College crest "Sa Vidya Ya Vimuktaye" portrays the very epitome of the Institution's Vision.

#### Vision:

- To enlighten and impart proper education to the students.
- To generate social, economic and political awareness among the students.
- To promote the cause of girl students, emerging from socially and economically backward strata of the society.

#### Mission:

- To develop responsible and independent citizenship.
- To develop participatory model of education.
- To build up holistic, symbiotic and humanitarian approach of education.

#### Effective Leadership:

#### Administrative Measures:

- Several Sub committees oversee the smooth functioning of various academic courses.
- : Following the recommendation of NAAC, Academic and Administrative Audit is conducted annually from the year 2018.
- Online Student Feedback System was introduced from the session 2017-18.
- The College provides fees waivers for students.

#### Academic Measures:

- The college has upgraded the teaching learning methodology by equipping all departments with ICT tools.
- Faculty Exchange Program: Since 2019, College has started a Faculty exchange program with neighbouring colleges.

#### Student Related Measure:

- Induction programme for the new students is held on the very first day of commencement of classes.
- Students are encouraged to participate in numerous extra-curricular activities.

File Description	Documents
Paste link for additional information	<a href="https://bkgc.in/site/container_page/1">https://bkgc.in/site/container_page/1</a>
Upload any additional information	No File Uploaded

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

The College adheres to Calcutta University First Statute 1979 and is governed by Regulations of Department of Higher Education, West Bengal.

- The highest policy-making authority is Governing Body,
- Several Sub-Committees are formed to ensure decentralized and participative management

#### Case Study: Academic Sub Committee

- Academic Sub Committee of the College reflects decentralization and participative management.

**Resolution of meeting dated on 18.03.2020**

Considering the sudden impact of pandemic and lockdown, it was resolved that all teachers should try to take online. Departmental decisions regarding teaching and evaluation methodology were to be taken in departmental meetings as the situation demanded.

**Action Taken Report:**

- After the initial lockdown period, classes were being held in different online platforms.
- Calcutta University decided to conduct examination of undergraduate and Post Graduate students through online mode.
- The College had set an example of participative management of conducting this online examination.
- The entire system of the examination was efficiently carried out.
- A specific examination portal was created in the website to facilitate this very new examination procedure.
- Head of the Department distributed the responsibility of evaluation of answer script, uploading marks in university portal amongst faculty members.

File Description	Documents
Paste link for additional information	<a href="https://bkgc.in/site/container_page/9">https://bkgc.in/site/container_page/9</a>
Upload any additional information	No File Uploaded

**6.2 - Strategy Development and Deployment**

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

**"Digitalizing The Academic And Administrative System"**

- It is in congruence with the DIGITAL INDIA flagship programme by the Government of India. It is a part of institution's mission for creating awareness among students, who are encouraged by example, to undergo a paradigm shift in their thought process and adopt digital processes replacing physical transactions
- The plan for e-governance aims to utilize state-of-the-art digital technologies from 'paper' to 'less-paper' to a

'paperless' campus.

- Transforming to Online Admission since, 2016
- E-pension was introduced by Department of Higher Education, Govt of West Bengal.
- College Website was converted to dynamic mode.
- Feedback System was converted from physical mode to an online System from the academic session 2017-18. This system is particularly aimed at achieving the following:
  - Students find it more user friendly
  - To provide confidentiality.
  - To allow opinion from all stakeholders of the institution
  - This improved system ensured less time to generate feedback.
  - Students find it convenient to post responses with ensured confidentiality.
  - In pandemic adversity, the system continued in full-swing even when the college remained close.

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

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

The college functions under the guidelines of the rules and regulations laid down in First Statute 1979 Calcutta University with amendments made under notifications from time to time.

? The college abides by orders, regulations and circulars from the Higher Education Department, Government of West Bengal and the University of Calcutta.

? Chapter- VII provided in First Statutes, 1979 Calcutta University, states the constitution, tenure, actions, powers and functions of the Governing Body.

? Governing Body with the Principal as ex-officio secretary as well as the DDO,

? Principal is in-charge of overall administration. The support team

helping in execution of the administration,

? Several sub-committees like Finance and Purchase Sub-Committee, which helps the Principal in proper execution of the decision.

? Academic, Routine and Examination sub-committee helps the Principal in governing the entire academic system smoothly.

? Anti-Ragging cell and Grievance Redressal Cell are in constant vigilance of an eager maintenance of a complaint-free hostel-campus.

? Preparation of Departmental time tables, distribution of syllabi and other workloads are decided in individual departmental meetings.

? Parents-Teacher meetings work as a connecting link between parents and teachers.

? During the lockdown period various online initiatives have been taken up.

File Description	Documents
Paste link for additional information	<a href="https://bkgc.in/site/container_page/96">https://bkgc.in/site/container_page/96</a>
Link to Organogram of the institution webpage	<a href="https://bkgc.in/site/container_page/84">https://bkgc.in/site/container_page/84</a>
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

Bijoy Krishna Girls' College, Howrah offers several worthwhile schemes like:

##### Advance salary:

The provision of paying advance salary to the newly appointed staff until their pay fixation is received.

##### Co-operative society:

From Bijoy Krishna Girls' College Employees Co-operative Societies Limited, (Registration No 02 Date 14.8.1971), a substantive staff can avail loan at lower interest rate.

**Financial Support:** Financial support up to five thousand to all teaching staff is provided for attending conference, workshop and seminar.

**Provident Fund (PF) Loans:** Smooth availability of PF Loans is a great source of financial strength.

**Canteen Facilities:** All stakeholders within the college premises can avail food at a subsidized rate regulated by the Canteen Committee.

**Medical Facilities:** On call medical facility is available for all students and staff and first aid is available in the students' hostel with a sick room.

##### Psychological Counselling Centre, Yoga, Karate & Gym Centre:

Psychological Counselling Centre, "AALO" with registered Counsellor for students and staff; Gym, Karate and Yoga Centre helps to maintain physical fitness, self-defence, mental peace and helps in wholesome development of student.

##### Other Facilities: Banking and ATM facility :

The college has rented out a part of its premises to Canara Bank.

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

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

### 6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

#### 6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

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

### 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

48

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

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

#### Teaching Staff:

1. The Principal introduced a proforma for self-appraisal of the teaching staff following UGC regulation since 2018.
2. Biometric attendance started from 2018 and the record is tallied with the hard copy of the General Attendance Register of individual staff
3. The college has conducted AAA since 2018 after successful completion of every academic year.
4. Career Advancement Scheme for all teachers who become eligible for the different stages of promotion.
5. Principal holds regular Departmental meetings with the teachers; Service Book and Leave Committees meet on regular basis.
6. Principal confers regularly with IQAC Coordinator and TCS for discussion on implementation of any policies
8. The Principal confers with the Head Clerk on all matters relating



to Non-teaching Staff

#### Non-Teaching:

The overall performance of the non-teaching staff is evaluated by the Principal. Regular meetings are held to address any problem that might have been recorded in their performance. Confidential reports of the all Lab-based Non-Teaching Staff are submitted by the concerned Head of each department to the Principal. Students' suggestion box and Online feedback to post their grievances as well as suggestions regarding the interaction with the non-teaching staff is very instrumental in this case.

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

### 6.4 - Financial Management and Resource Mobilization

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

Audit is important as it provides credibility and transparency to the financial statement of the institution. The Governing Body of the college in July 2015 agreed to appoint Internal Auditor on request from the Principal to manage account internally of every financial transaction. A reputed firm of Chartered Accountants, Ghosh & Ghosh Chartered Accountants (Membership No. 050488) were given appointment for the same. Based on the accounts statements submitted by the Accountant of the college the internal auditor conducts the internal audits and hands over the reports to the Principal.

The External Auditor is appointed by Directorate of Public Instructor, Government of West Bengal, as per the government norms and rules. The firm that carried out the External Audit since the years 2015-16 regularly. Sine 2017-18 the External

Audit is being carried out by D. Garodia & Co., (M.No.307641). So far no objection has been raised by any of the auditors.

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

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

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

0

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

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

The Governing Body is the highest policy making body through which adequate budgetary provisions are made for academic and administrative activities. The Principal is the Drawing and Disbursement Officer. However, as per Calcutta University Statute the Governing Body and the Finance Sub Committee members assist in decision making and a complete transparent system is maintained regarding all financial transaction.

##### Government Funds

The institution is vigilant in mobilizing funds from Government schemes, and has received Central Government funds such as the UGC XII Plan fund. CPE fund was also received and have helped in upgradation of laboratories and general development as well. MP LAD & MLA LAD fund has been received in previous years. While application has been made for further grants from various sources the process has been slow due to pandemic situation.

##### RUSA

The college received RUSA 2.0 grant after submission of a Detailed Plan Report (DPR). A new G+4 building has been constructed with this fund. Books and equipment are also being purchased with this fund.

#### Other Sources

The college has been continuously receiving grant from Gyandhara Project of P.C. Chandra Group Ltd. which has been very instrumental in upgrading Library facilities in this year.

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

### 6.5 - Internal Quality Assurance System

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

#### 1. Academic and Administrative Audit

The College has successfully implemented Academic and Administrative Audit since 2018 on the basis of the recommendation of the IQAC. It's a mark of holistic approach to evaluate quality performance of each and every department as a strategy towards continuous improvement in teaching-learning processes. AAA is carried by External Experts from University for the session 2019-20 where comprehensive qualitative assessment has been done.

#### 2. Extension & Seminar Lecture

Seminar Lecture includes open to all interactive session on different contemporary popular topics from different disciplines which, helps the students to update their knowledge.

Extension Lecture were delivered by eminent teachers of different disciplines from the University and other Research Centre on topics within the curriculum.

#### ? Pandemic period:

During the lockdown period the IQAC organised different activities on virtual platform to continue with the academic procedure like webinars, workshops, mentoring etc. and several extra-curricular

activities like Special-Day celebrations, World Environment Day, World Yoga Day, Independence Day and Republic Day celebrations.

IQAC also organised online psychological counselling to improve mental wellbeing. Further, through online system students were asked to provide feedback.

File Description	Documents
Paste link for additional information	<a href="https://bkgc.in/site/iqac_home_image">https://bkgc.in/site/iqac_home_image</a>
Upload any additional information	<a href="#">View File</a>

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

As post accreditation initiative IQAC has initiated numerous programmes to bring about all round quality improvements of the institution.

Academic:

#### 1. Faculty Exchange Programme

The college has successfully initiated with recommendation from IQAC Faculty Exchange Programme, aimed at opening new vistas of opportunities in both the Teaching and Learning processes of concerned institutions involved. Collaborations were initiated with three neighbourhoods' colleges of Howrah district and two colleges of Kolkata in accordance with the signing of a MOU.

#### 2. Centres for Need Based Support

On the basis of the important recommendations made by the NAAC Peer Team at the time of last accreditation in 2016, the IQAC has successfully implemented some need-based support centres.

##### I) Women's Study Centre:

IQAC has introduced 6-month certificate course (30 hours) of Women's Study in collaboration with Women's Studies Research Centre Kolkata to self-empower our students in contemporary society.

##### II) Psychological counselling Centre AALO under the aegis of the

psychology department, with trained and qualified psychiatrist. During the pandemic situation, the centre provide online counselling to the stake holders for problems related to stress, fear, mass home-confinement, uncertainty etc.

### III) Establishment of Fitness Centre:

Yoga was particularly aimed at building self-defence and inner strength.

File Description	Documents
Paste link for additional information	<a href="https://bkgc.in/uploads/women-study-center.pdf">https://bkgc.in/uploads/women-study-center.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://bkgc.in/uploads/IOAC-ANNUAL-REPORT.pdf">https://bkgc.in/uploads/IOAC-ANNUAL-REPORT.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

The mission of the College is to emancipate girls' students and make them confident to face the world on their own capabilities.

- Academic Efforts:

1. International Lecture on
2. International Webinar on 7.4.2021 & 8.4.2021

- Awareness Activities:

1. Observation of World Mental Health Day on 05.11.2020 & 28.11.2021
2. Women's day celebration on 30.03.2021 and 31.03.2021
3. Health awareness Programme on 5.7.2021

- NSS organized Activities:

1. Tele helpline to help Covid patients
2. Covid 19 Vaccination Camp on 19.6.2021 in collaboration with ILS Hospital

- Safety and Security Activity:

1. State level webinar on "Cyber Security" held on 13.1.2021

Protective Measures:

- A complete security system exists in the college round the clock
- CCTV cameras
- Appoint Security Personals:

Lady Security Guards

Lady Warden

Lady Superintendent

Fire extinguishers for fire safety

Measures during Pandemic:

- Online and tele-counselling facilities
- Dietary Session

**Gymnasium facility and self-defense**

1.Karate training,

2.Yoga classes

- Grievance Redressal Committee
- Common Room with modest facilities
- Sanitary vending machine has been installed.

**Medical Support:**

1.First aid box

2.On-call doctor facility

3. Sick room

4. Installation of sanitization machine

**Fencing and Wall Compound in Girls' Hostel****Psychological Counselling Centre AALO**

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://bkgc.in//uploads/1645253398.pdf">https://bkgc.in//uploads/1645253398.pdf</a>

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

**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

#### 1. Solid waste management:

- For the collection of biodegradable and non-biodegradable solid waste, separate garbage bins are used.
- Paper and plastic waste are resold regularly.
- Plant waste and food items from college canteen and hostel are converted into manure in compost pits.
- The remaining solid waste is collected by the Municipal Corporation.

#### 2. Liquid waste management:

- The waste water from college is safely disposed off through internal sewage system connected to the Municipal Corporation sewage line.
- The liquid wastes produced mainly by the Chemistry department are collected in three different plastic containers. If possible, the organic solvents are reused after fractional distillation process. Otherwise the liquid waste is diluted, neutralized and disposed off
- Waste water from Reverse Osmosis systems is collected and re-used.
- Leaking taps and pipes if any are periodically checked and serviced.

#### 3. E-waste management

- Electronic items are used to maximum capacity.
- The usable parts of the outdated computer systems are reused and the unusable parts are resold to the computer junk dealers.



Different electrical items like fan, air conditioner are repaired by the college electrician if possible or otherwise they are disposed off by the Municipal Corporation

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

A. Any 4 or all of the above

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

**7.1.5 - Green campus initiatives include**

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

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

C. Any 2 of the above

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

<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>	<b>B. Any 3 of the above</b>
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
<b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b>	<b>C. Any 2 of the above</b>
File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

India has very diverse cultural, regional societies. The district Howrah is one of the prime examples of these diversities. As an educational Institution, it is one of the foremost responsibilities of the college to provide a platform to the students to understand these diversities and to help to build an inclusive society where these diversities are celebrated and to bring harmony and Situatedness in the society. The college has organized many programmes, webinars for this purpose.

#### Social Harmony:

- International Webinar was organized on 29.06.2020 & 20.7.2020
- 'A Tribute to Covid Warriors' organized on the occasion of 74th Independence Day
- Special online lecture was organized on 20.10.2020
- International webinar on 15.01.2021 during the occasion of Celebration of World Philosophy Day was organized

#### Environmental Harmony:

- A Short-Term Course was organized from 26.7.2020 to 01.08.2020
- Student workshop was organized on 24.09.2020
- An International webinar on "Biodiversity and Sustainable Development in Human Welfare" was organized on 30.07.2020 and 31.07.2020
- National Webinar by B.Ed Department & State Level Student Webinar by NSS Unit was organized on 5.6.2021
- Quiz Contest, Inter-college Poster Competition organized on 5.6.2021
- Tree Plantation organised by 'Sabuj-Shakhi' on 02.7.2021

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**Activities:**

- Celebration of World Philosophy Day on 15.1.2021 & on 02.12.21
- Extension Lecture, organised by IQAC & Department of Philosophy on Concept of Value
- International Webinar on " Literature and Gender: Past and Present" was organized by IQAC & Department of English in collaboration with & IQAC & Department of English Lady Brabourne College, Kolkata, on 7.4.2021 & 8.4.2021
- Celebration of International Law Day on 10.7.2021
- Intra College Quiz Competition was organized on the occasion of celebration of Constitution Day by NSS on 26.11.2021
- Intra College Poster Competition was organized on the occasion of Celebration of World Human Rights Day by NSS & Dept of Political Science on 10.2.21

**Course:**

- Women's studies centre of Bijoy Krishna Girls College (for certificate Course) was established in July 2019 in collaboration with Women's Studies Research Centre, University of Calcutta. The objective of Women Studies Center is gender sensitization and to initiate awareness among the students. With this aim Women Study Centre and IQAC, Bijoy Krishna Girls' College planned to organize a year-long programme entitled 'Women Studies in Reality and Possibility' in collaboration with Women's Studies Research Center (WSRC), University of Calcutta.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://bkgc.in/uploads/1645254505.pdf">https://bkgc.in/uploads/1645254505.pdf</a>
Any other relevant information	Nil

**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**

A. All of the above

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

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

**The college organizes a number of national festivals throughout the year to educate the students about the integrity and diversity of our great nation.**

**•Teacher's Day: On 5th September of every year, we celebrate the birth anniversary of Dr. Sarvapalli Radhakrishnan as Teacher's day.**

**• Women's Day: The college celebrates Women's Day on 8th March of every year to honour women and their contribution in our society and to share and discuss the importance of having equal rights and responsibilities for building a better society.**

- Republic Day:** Republic Day is celebrated on January 26th to commemorate the adoption of constitution. On this day "constitution awareness programme" is organized in which students and staff members are informed of their duties towards our nation.
- Independence Day:** The institution celebrates with all grandeur the Independence Day on 15th August.
- Yoga Day:** The International Day of Yoga aims to raise awareness worldwide of the many benefits of practicing yoga. The Yoga Day celebration is held on 21st June in the college under the leadership of NSS unit of the college.
- **World Environment Day:** Every year it is celebrated on 5th June to create the awareness on environmental issues.

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

## 7.2 - Best Practices

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

### Best Practice 1

#### Environment Consciousness

#### Objectives

Environment is a polycentric and multifaceted problem affecting the human existence. Progress and pollution go together; there can be no end to progress, and consequently, no escape from pollution. The protection of environment is a global issue and it is not an isolated problem of any area, nation. It concerns all countries irrespective of their size, level of development. Building up awareness is an absolute necessity to combat this stride of damage. It is the youth of a nation that can uphold the cause of a cleaner earth with zeal and vigor. Hence the need to build up environment consciousness.

## Context

In ancient India Vedas, Upanishads gave great importance to trees, water bodies and wildlife and also to their value to human beings. In the recent times the surge of industrialization has led to uncontrolled increase in pollution harming not only the flora and fauna of the mother earth, but also air that we breathe in affecting the quality of human life adversely.

The college has very consciously engaged itself in building up the awareness in this issue and has been taking necessary steps to uphold the age-old tradition of the country in revering the nature. Being situated in the heart of the city of Howrah building up a harmony between man and nature has always been even more of a challenge.

The problem of environmental pollution in an increasing small world. Every small contribution in the way of protecting and preserving the environment can save the world from its premature destruction.

## Practices

The following are the regular practices followed by the college

- Continuous maintenance of the splendid campus with lots of green and a small water body. The shades of the spreading branches of the large Peepal and Mango trees keep the campus cool.
- Encouraging the students and staff to plant saplings every year through Brikshyaropan by 'Sabuj-sakhi' club in July as a part of tree plantation programme which owes its allegiance to Rabindranath Tagore's "Halakarshan" (1928)
- Regular Green, Energy and Environment Audit has been carried out by external agency for the last three years.
- Solar panels were installed in the campus to reduce regular energy consumption and the college has immensely benefitted from the reduced electricity bill.
- All electrical and electronic gadgets are constantly monitored to keep them in satisfactory working condition so that there is no energy wastage. Almost all the computer monitors in use are either LED, LCD or TFT types to ensure minimum usage of electricity and also to reduce the level of radiation. All lights in use are LED.
- Switching of lights, fans and other gadgets are instilled habits in all concerned.
- Care is taken to ensure that the college environment has low

levels of carbon emission and low pollution levels so that the campus is healthy for all.

- The use of plastic bags is avoided in the campus and the authority has declared the entire campus as "No Plastic Zone".
- Students and staff are motivated to use jute bags or cotton bags.
- The college is declared as 'No Smoking Zone'
- Swachh Campus-Green Campus is strictly maintained with support from NSS
- Several seminar/webinar and workshops have been organized during to strengthen the awareness

#### Evidence of Success

The growing concern that increase in economic activities in general is leading to environmental degradation especially in urban areas has motivated the college to undertake all the above stated activities. This college believes that the sensitizations and practice of good environmental manner will improve the present environmental condition. It also maintains that college students as a community whose behavior and willingness to adopt environmentally sound policies will become a dominant force for sustainable environment in urban areas.

The institution has been able to instigate environmental awareness through various practices like using alternative for plastic such as paper/cloth bag, and participating in environmental programmes like planting saplings in their neighborhood.

#### Problems Encountered and Resources Required

Even though there has been a considerable increase in the level of awareness amongst the students, this has not found a wider horizon. Sensitization is needed at various levels to actually make any policy regarding environment effective. Students alone cannot achieve the desired outcome as they face hurdles at every step. There is also a dearth of land area in and around the college campus because of its purely urban location. Therefore, the scope of planting saplings to increase greenery becomes restricted.

Government measures play a crucial role in protecting the environment, but it is also necessary that help should come from NGOs who are working on environmental issues, social activists and Social Work professionals. This college will keep up its effort to pave the path towards environmental sustainability and hope that even its little contribution will help in making the world a safer



place to live.

## Best Practice II

### Nurturing The Young Minds

#### Objectives

Thinking out of the box is what changes the life of a whole institution as well as individual stake holders. Properly guided vibrant inquisitive minds can boost the educational atmosphere of the college and generate social soft power for universal growth. Over the years the higher education institutions have evolved as centre for socio-economic, political and cultural reformations along with education that add value to human life. It is the girl student who deserves priority in this process of enhancement of human capital. Opening their vistas into a global arena could bring about a sea change in their future.

#### Context

Bijoy Krishna Girls' College, Howrah, is situated at a prime urban location very close to Howrah Station. Students come from towns and villages of the neighboring districts and are mostly from constrained economic background. Their societal, financial, political and other personal forces often act as big hindrance in the way of their self-realization. This is more so as a girl child is often relinquished to the background. The college has for the last few years providing them a platform by building up their confidence and a sense of belief that their opinions and choices matter and they can achieve extraordinary feats. In congruence with the mission of the college emancipate the girl student and in following the vision to help them to cultivate and excel in their academic endeavor, sincere efforts are made by the college as one of its best practice to encourage them from 'Hope to Motivation to Ambition'.

#### Practices

Some of the practices that are carried out to motivate the girl student to conquer the impediment and outshine are

#### Webinars and Poster Presentations

The college organizes International/National webinars regularly. These webinars are platforms for scholarly deliberations from

erudite academicians and give an opportunity for teacher scholars to interact.

As an encouragement to the UG and PG students a session is always allotted for them. Some examples are given below

- Two weeks "International Student Development Programme on Advance Learning and Career Guidance", organized by IQAC & Department of Zoology, in association with Clarkson University, USA & Cytogenetics and Genomics Research Unit, Dept of Zoology, University of Calcutta
- E-Short-Term Course on "Mangrove Ecosystem and Its Conservation" organized by Department of Geography, Prasanta Chandra Mahalanobis Mahavidyalaya and Department of Geography, Bijoy Krishna Girls' College, Howrah
- National Level Online Poster competition on "Say no to Drugs" organized by NSS
- Student Workshop on "Environment and Sustainable Development" was organized by NSS
- One week workshop on "Research Methodology" was organized in collaboration with IQAC, University of Calcutta
- Quiz Contest on Environment Day, organized by Dept of Geography
- Students' Webinar organized by IQAC, Department of Mathematics & R& D Cell
- Primary Survey on "Polycystic Ovarian Syndrome", organized by Dept of Zoology
- Special Lecture on "Needs and Problems of Adolescents, their Guidance and Counselling" organized by Department of B.Ed
- Inter-College Poster Competition was organized by IQAC and R&D Cell on account of Celebration of World Environment Day on "Current Environmental Hazard, Disaster & Challenge"
- Following the Guidelines of UGC the college has started Microteaching by the students. Senior batches of students take classes of the junior batches. This allows a better grasp of the subject for students to build up their confidence about

their capability.

- Use of ICT: Getting acquainted with the computer, using a laptop and projector for presentation is widely encouraged and practiced by every department
- Skill enhancement courses are aimed to motivate students to develop acumen and to augment their positive skill. This course is over and above their regular programme. Through effective skill enhancement, the students become more capable, and are better able to reach their goals.
- Mentor Mentee Programme (Inter & Intra College) was organized by Zoology and Economics departments

#### Evidence of Success

- The skill enhancement certificate courses have trained the students in hands on method and have helped them to visualize the ground reality in a working atmosphere.
- To inculcate the research culture among student communities the biannual multilingual multidisciplinary students' journal "BKGC SCHOLAR" was introduced in January-June 2020, providing a platform to the young and budding UG and PG students to showcase their independent thinking in the form of research articles under the guidance of their faculty mentors.

#### Problems Encountered and Resources Required

To encourage girl students to break the glass ceiling is not an easy job. More so if the students come from conservative and restrictive families. Another major problem is communicative skill. Also staying beyond class hours become a hindrance for them as most of them travel by local train at scheduled times. The pandemic has also been a big problem to address. The students coming from economically challenged family were already facing issues regarding phone data prices for just the regular classes. Any additional online class was a burden for them.

However the college is trying to deal with the critical situation and has all the courses free for those who have applied. A future plan is there to attract more students with courses like Entrepreneurship Development and Hospitality Management.

File Description	Documents
Best practices in the Institutional website	<a href="https://bkgc.in/site/container_page/98">https://bkgc.in/site/container_page/98</a>
Any other relevant information	<a href="https://bkgc.in//uploads/1645258166.pdf">https://bkgc.in//uploads/1645258166.pdf</a>

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

With an endless dream of exclusive education for girls in the district of Howrah, Bijoy Krishna Girls' College was established by Prof. Bijoy Krishna Bhattacharya.

- Along with the increasing demand, 20 undergraduate honours and 6 general courses and five post graduate courses have been included in the curriculum. New set-ups of office, library, auditorium, hostel, laboratories, computer centre, and Women study centre have been constructed.
- The academic excellence is also an area which demands attention. The students are performing well in academic courses. Smt. Priti Das (2020) from Computer Science department got the first position in University.
- Students are also given the opportunities to enhance their abilities through some skill development courses-e-Commerce, Computer Data care, Industrial Microbiology, Spoken English, Handicrafts, Performing Arts, and Media Studies.
- The students have also the facilities of being the part of extra- curricular activities. There are Eco club 'Sabujsakhi' and BKGc Science Club. The registered NSS unit of the college organizes several social programs.
- Keeping in mind the Health and Hygiene issues, The Mental Health Day is being celebrated. Regular Yoga, Karate classes are conducted.
- Psychological Counselling Centre 'Aalo' and a Diet club are also there to give advice.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

1. Overall academic support to the students in pandemic period
2. NAAC accreditation to be accomplished
3. All projects under RUSA grant to be completed
4. More research works under R& D Cell
5. Career Counselling & Entrepreneurship Awareness/Training Programme to be organised
6. More certificate courses / skill oriented courses to be introduced
7. More collaborative activities