



AQAR REPORT REVIEW

BIJOY KRISHNA GIRLS' COLLEGE

Aishe id : C-11992

Submitted for : 2021-2022

Submitted Date : 24/12/2022 02:28 PM

Reference AQAR Link : [Click here](#)

Over all Comments : accepted

Acceptance date : 07/02/2023



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

**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 **principal@bkgc.in**
- Address **5/3 Mahatma Gandhi Road,
Howrah-711101 West Bengal**
- City/Town **Howrah**
- State/UT **West Bengal**
- Pin Code **711101**

2.Institutional status

- 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. **9830014223**
- Mobile **9830014223**
- IQAC e-mail address **iqacbkgc@gmail.com**
- Alternate Email address **iqac@bkgc.in**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://bkgc.in/uploads/1646475562.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

https://bkgc.in/site/container_page/16

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
Institutional 1	Others	Switch On	2022	40520
Institutional 1	Others	Bengal Chamber of Commerce	2022	50000

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

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **6**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

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

- If yes, mention the amount

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

? Post Covid Career Opportunities & National Employability Test, Organised by IQAC in collaboration with Pune Institute of Business Management on 9.12.21 ? Sensitization and Motivational Workshop for WBCS Aspirants, on 17.12.21, organised by Career Counselling and Placement Cell, IQAC in collaboration with Sub Regional Employment Exchange ,Howrah, Directorate of Employment, Labour Department, Govt of West Bengal ? National Level Webinar on Rural Entrepreneurship, organised by NSS & IQAC in association with MGNCRE, MHRD, Govt of India on 23.2.22, Speaker: Mrs Tuti Sandhya, Senior Faculty, MGNCRE ? Webinar on Intellectual Property Rights Awareness Programme organised by Office of the Controller General of Patents Design & Trademarks, Department for Promotion of Industry and Internal Trade, Ministry of Commerce and Industry, Government of India and R & D Cell, IQAC on 23.3.22 ? FDP on Research Methodology : Tools and Techniques, organised by R&D Cell in collaboration with Department of Economics, The University of Burdwan Duration: 25.5 to 31.5.22

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

Plan of Action	Achievements/Outcomes
NAAC Accreditation to be accomplished	NAAC Peer Team visited College on 26.10.21 & 27.10.21 and accredited B++.
All projects under RUSA grant to be completed	On the process
More research works under R&D Cell	Introduction of Small Budget Short Project : at present R&D Cell has seven ongoing projects
Career Counselling & Entrepreneurship Awareness / Training Programme to be organised	<p>? Sensitization and Motivational Workshop for WBCS Aspirants, on 17.12.21, organised by Career Counselling and Placement Cell in collaboration with Sub Regional Employment Exchange, Howrah, Directorate of Employment, Labour Department, Govt of West Bengal ? National Level Webinar on Rural Entrepreneurship, organised by NSS & IQAC in association with MGNCRE, MHRD, Govt of India on 23.2.22 Speaker: Mrs Tuti Sandhya, Senior Faculty, MGNCRE</p> <p>? International Workshop on Innovation Network organised by WBIN & Switchon Network on 9.3.22 ? A training programme on " Money Management - Guidance for savings" on 27.4.22 in collaboration with Ace Financial Services, Kolkata ? Inter Departmental Student workshop/ Training on " Soft Skills in Android" by the Departmental Alumni & present students, organised by Dept of Zoology & Botany Duration 27.4.22 -29.4.22</p> <p>? Workshop on Entrepreneurship Development, organised by R& D Cell, on 30.4.22, conducted by Dr. Siddhartha Das, IIT, Kharagpur ? Career Talk</p>

	<p>organised by Dept of Journalism & Mass Communication on 11.5.22 Speaker: Sri Sujoy Sen, Additional Director of Employment, Labour , Dept of WB Govt, Sri Biswanath Banerjee, Deputy Director of Employment, Labour Dept of WB Govt & Sri Mainak Sain, News Editor, Times of India ? Workshop on " Learning tools of online fact- checking and fight against fake news on social media" on 13.5.22, conducted by Google News Initiative India Training Network. Speaker: Pralay Laha, Journalist, TV18 News Channel</p>
More certificate Courses/ skill-oriented courses to be introduced	Introduction of Certificate Course on" Know Your Country Know your People" on 18.5.22
More collaborative activities	On the process

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	22/12/2022

14. Whether institutional data submitted to AISHE

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combinations. For example students of Sanskrit and Philosophy PG has Bengali as their general elective. B.Ed has different pedagogical subjects like languages, social Science and Science. All the Undergraduate programmes also have several multidisciplinary combinations

16.Academic bank of credits (ABC):

Not yet Initiated

17.Skill development:

The mission of the college is wholesome education of the girl students. The Governing Body of the college therefore has inducted several skill development courses over and above the University curriculum like e-Commerce, Computer Datacare Management, Industrial Microbiology, Spoken English, Media Studies, Visual Arts and Handicrafts. These certificate courses adds to the career points of the students and equip them to fare better in the job market.

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

Keeping in mind the motto of the college of wholesome education and character building the college has introduced a certificate course "Know Your Country - Know Your People" to inculcate the spirit of nationalism and to make the students aware about the glorious culture and heritage of the land.

To facilitate the study of Indian languages the college has Bengali, Sanskrit, Hindi and Urdu in its Undergraduate programme. Post Graduate programees include Bengali and Sanskrit as well. Spoken Sanskrit workshops are carried out on a regular basis. The college also offers Music in the undergraduate level which has a rich syllabi in traditional and modern Indian music.

Various seminars and workshops and cultural programmes are held regularly where the students and staff participate wholeheartedly.

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

The major Outcomes for undergraduate colleges is progression to higher education or some professional course by the students. 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. Whereas Course Outcomes can be judged at the end of a semester by the course results, the Programme Outcome is obtained by the programme result when the student has completed all six semesters.

20.Distance education/online education:

The college is a distance learning centre of Netaji Subhash Open University offering Undergraduate , Postgraduate and Vocational Certification Programmes in Humanities, Commerce and Science.

Extended Profile

1.Programme

1.1	767
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	3518
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	835
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	1125
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	70
File Description	Documents
Data Template	View File
3.2 Number of sanctioned posts during the year	80
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	67
4.2 Total expenditure excluding salary during the year (INR in lakhs)	228.24
4.3 Total number of computers on campus for academic purposes	166
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>A curriculum of study is developed that spells out the concepts to be taught and methodology to be followed. Its effective implementation is done following the syllabi of the University of Calcutta, the parent body. The aim is nonstop enhancement of academic quality following rigorous academic discipline.</p>	

Academic Sub Committee with Principal at apex and IAC coordinator and all HODs develop the Teaching Plan & academic Calendar following all guidelines of the University.

Routine Sub Committee comes next with IAC coordinator at its head and HODs to formulate routine for each academic session.

Syllabus distribution and Lesson Plan are made in the Departmental meetings.

Formative Implementation measures include Student Sensitization and Teaching learning with classroom teachings, practical classes, projects, field trips.

Nonstop access to physical library resources and INFLIBNET are made available for students.

Micro teaching, Students' Seminars, Students'qiz, Project Presentation, Debate and Round Table discussions are practiced in every session.

Exchange Lecture & Extension Lectures are also organized.

In Summative Domain besides Classroom interactions and Doubt Clearance Mentoring Arrangements are also followed.

Internal Examinations are conducted under Examination Sub Committee.

Result Review meetings after declaration of University results are regularly done.

Parent-Teacher Meetings are organized as a check also.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://eshikshak.bkgccms.in/

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

The College adheres to Academic Calendar of the University and develops its own including formative and summative stages for CIE

Formative Evaluation

Students Assignments are given in the form of Project Writing of different patterns including tutorials/ direct evaluation/ practical classes for each course.

Regular Interactive open-ended mentoring programmers are also followed.

Some Departments also have to conduct Viva Voce as part of CIE.

The same process is followed for both UG & PG students.

Summative Evaluation

Marks distribution is done following University guidelines for different categories.

MC, Short questions, Descriptive questions as per University guidelines are introduced to students.

Experiment based qualitative and quantitative estimations are carried for lab-based subjects.

In other words, students are prepared in all possible formative and summative ways to face University examinations.

Teaching-Learning and Evaluation are intertwined and attempts are made to follow the chain in proper way.

For Continuous Internal Evaluation (CIE) BKGC generally emphasizes on

1. Independent Learning of students supported by independent assessment, like mentoring classes
2. Participative Learning of Students with Participative Evaluation, like group discussion at classes
3. Collaborative Learning of students with Collaborative Assessment where they are asked to solve problems mutually
4. Problem Solving Learning & Assessment like solving Test Papers

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://bkgc.in/site/container_page/16

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

29

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

06

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

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

357

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

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

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. The large vision of National Education Policy 2020 has placed enormous emphasis on liberal and broad-based undergraduate education inculcating equality and justice. A proper blending of Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum can be instrumental in attaining this valuable objective. BKGC as a premier HE institute is involved in imparting meaningful education to the girls for over six decades is quite positively tuned to integrate crosscutting issues relevant to the mentioned themes 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. Presently third session is going on.

- State Level Student Webinar on Ecosystem Restoration and Environmental Sustainability on 5.6.2021 organised by NSS
- Quiz Contest on Environment Day , organised by Dept of Geography on 5.6.2021
- Tree Plantation By Sabuj Shakhi on 02.7.2021
- Health awareness Programme on 5.7.2021 Speaker Dr. Pamela Ghosh, organised by Alumni association
- Celebration of World Human Rights Day organised by NSS & Dept of Political Science on 10.12.21 Event : Intra College Poster Competition

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.	View File

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

12

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

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

386	
File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://bkqc.in/uploads/1671871751.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://bkqc.in/uploads/1671871823.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1142

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

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

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

271

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

2.2 - Catering to Student Diversity

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

Since admission is done completely online through merit list, identification of slow and advanced learners is 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 Spoken English course for soft skill development.
- 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 including training to prepare slides for power point presentation.
- They are encouraged to participate in the following activities:
 - Intra and inter college student seminars (paper and poster presentations)
 - 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 inter-college elocutions/quiz/debate/essay competition

File Description	Documents
Paste link for additional information	https://bkgc.in/ejournal/
Upload any additional information	View File

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

Number of Students	Number of Teachers
3518	70

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

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

I) Experiential Learning:

1. Laboratory based learning

- In Physics and Chemistry, practical experiments are done by the students.
- In Botany, Zoology, Microbiology and Geography, theoretical knowledge is supplemented 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. Field Trips

For Botany, Zoology (at the U.G. level), Geography (both U.G. and P.G.) and B.Ed field trips are a part of the curricula.

1. Projects

For Commerce short research papers have to be prepared by the students.

1. School Internship is a part of B.Ed curriculum.

II) Participative Learning:

- Microteaching
- Paper and Poster Presentations in students' seminars
- Quiz
- Entrepreneurship Development Workshops.

III) Problem Solving Methodologies:

- Research projects help students to learn to identify, analyse and solve a problem
- B.Ed students have to have to identify problems in schools and do action research.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://eshikshak.bkgccms.in/

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 theoretical and practical classes.

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.
- ICT enabled tools were used for Extension Lectures and Student Seminars.

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/practical works are stored in desktops or sent through e-mails.

Evaluation:

- The college portal is used to put up notifications and examination guidelines.

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

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)**2.3.3.1 - Number of mentors**

84

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

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year**

70

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

45

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

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

2.4.3.1 - Total experience of full-time teachers

1074

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

2.5 - Evaluation Process and Reforms

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

Response

Internal examinations for both Honours and General Courses are a part of the University evaluation system. The institution adheres to the norms fixed by the University in this regard. The internal examinations are held as per the schedule prepared by the University and marks uploaded to their portal within the specified period. The students are intimated about

the exam schedule in advance through

- The website
- Notices put up on the notice boards
- 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	View File
Link for additional information	https://bkgccms.in/exam_grievance/

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

Response

The internal examinations were held online during the pandemic and after that completely offline.

- Internal examination marks are a part of the final result of the students 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.

- Regular Parent-Teacher Meetings were held by every Department 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	View File
Link for additional information	https://bkgccms.in/exam_grievance/

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.

Response

The institution not being autonomous, has to adhere to the given course curricula for University programmes which are uploaded on the University website. For the Women's Studies Course that the college offers the faculty frames the syllabus keeping in mind the desired learning outcomes. Syllabi of Skill Development Courses follow UGC guidelines, modifications being made by the faculty according to requirement.

Awareness regarding PO and CO

- 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 Development Programmes
- 'Know Your Country Know Your People' - Certificate Course
- Women's Study Programme
- U.G., P.G. and 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 POs and COs of these courses are uploaded in the college website and disseminated in classes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.bkgc.in/uploads/po-co-mapping.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Response:

- 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 for school students, where the former are evaluated as to how they perform as teachers.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.bkqc.in/uploads/1598851311.pdf

2.6.3 - Pass percentage of Students during the year

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

1125

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://bkqc.in/uploads/1671865476.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

04

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

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)	View File
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

Response:

Student Development : Our Institutional Innovation ecosystem revolve around making the student a competent personality

Webinar for Rural Entrepreneurship/ other workshops -, exploration of scope and processes & Government policies on Entrepreneurship with MGNCRE , also exposure to advanced level of Entrepreneurship concept workshop/seminar

Interdisciplinary Initiative for Digital waste bin development , water quality assessment and chemical waste treatment model development by Science students

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

Capacity building-Student Exchange Programme, Micro teaching and Student seminars etc.

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.

Cultural programme help in exploration of Student's Skill.

Initiative of Collaboration with WEBEL for Digital Empowerment

Institute had already applied for IIC registration under MoE, MHRD to inculcate the idea of Startup and Entrepreneurship among students

Faculty Development

Seminars and workshop on IPR, Research Methodology, Entrepreneurship as well as on various other academic aspects are arranged intermittently.

Publication of News-letters and the lab journal Anweshan.

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

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

05

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

3.3 - Research Publications and Awards**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

14

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

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	
25	
File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File
3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	
3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year	
56	
File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File
3.4 - Extension Activities	
3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year	
<p>Extension and outreach activities create consciousness among the students towards social issues, make them empathetic to every constituent unit of the society for which BKGK is proactive with regular and special programme under IQAC and NSS Unit.</p> <ul style="list-style-type: none"> • Swacchta Programme under SAP: <p>Awareness programs with video, slogan , poster in social media as well as online Workshop on SAP with MGNCRE GOI, Gandegi Mukta Bharat Abhijan .</p> <ul style="list-style-type: none"> • Health Awareness Programme <p>Anti-drug campaign and Poster Competition ,Dengue Prevention Program , Covid awareness, Yoga day celebration,Fit india freedom run etc.</p>	

- 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 (2021 -22)

1. One-District One green champion Award.

File Description	Documents
Paste link for additional information	https://bkgc.in/site/page_details/25
Upload any additional information	View File

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

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

01

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

36

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

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

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

1132

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

3.5 - Collaboration	
3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year	
3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year	
5	
File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File
3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year	
3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year	
4	
File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File
INFRASTRUCTURE AND LEARNING RESOURCES	
4.1 - Physical Facilities	
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	
Bijoy Krishna Girls' College is situated on 4 B-10 K-11 CH-09-SF. It offers twenty-five Under Graduate, five Post Graduate and two Certificate Course, one Professional Course, five Skill Development	

Courses and one Research Centre.

- The College Office 'PARICHAY' is well equipped with all ICT facilities. The Principal's Chamber is located in the 'NEERAJANA' building and has all ICT facilities. The 'IQAC Office' is situated next to the Principal's room in the 'NEERAJANA' with a small meeting room and has all ICT facilities. System Administrative Room is situated on the 3rd floor of 'SANDIPANA' building; it is equipped with advanced technological amenities. The 'NSS Office' is situated in the 'UPASANA' building and the 'PG Office' and Board Room is situated in the 'SUCHETANA' building. 'Canara Bank' has been provided space in the college campus.
- The academic departments are spread over in the 8 buildings, consisting of 67 classrooms, 1 virtual classroom, 2 smart class rooms and 30 laboratories, 3 seminar halls and 1 auditorium, 22 departmental work stations and 2 teachers' lounges. The central library of the college has all modern infrastructural amenities.
- Other Facilities include auditorium ('Jibanananda Sabhagriha' - Seat capacity: 150), hostel ('BANALATA' - Seat capacity: 50), canteen (RASANA) and a water-body.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.bkgc.in/site/facilities_page/Campus-BKGC

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 have been encouraged to participate in every kind of physical activities, outdoor as well as indoor sports.

The college has the following facilities:

- The Gymnasium (established 2016) measuring 228.7331 sq. ft, and endurance training equipment along with a trainer
- A room is provided for practicing Yoga (measuring area 226.042 sq. ft) under the able guidance of Yoga trainer.
- Karate: The College has signed an agreement with Sensei Santanu Chandra and collaborative basis for regular training

of Karate.

Sports Facilities:

- Every year Annual Sports of the college is held in 'Sailen Manna Stadium' where different types of outdoor events are held enthusiastically. Indoor games like carrom, observation tests are also a part of the contest (measuring area of Games room 238.9588 sq ft).
- Badminton: There is ample space for playing badminton during winter.
- Basket-ball: The basket-ball court measuring 613.543 sq. ft was constructed in the year 2016

Cultural Activities:

- Two venues for indoor performances
- The front portion of the campus (measuring 266.945sq. ft) is a staging area for the students and the College auditorium (remodeled in 2015) measuring 811.5988sq. ft, named 'Jibanananda Sabhagriha' having a seat capacity of 150 is utilized for indoor performances.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.bkgc.in/site/facilities_page/Gymnasium

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	View File
Paste link for additional information	https://www.bkgc.in/uploads/1671526962.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

126.06347

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- 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 54384 and journal collection of 596 as of 26.11.2022. 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 bar-coded book cards and library membership cards from students, teachers and staff are kept as supporting documents.
- Bar-coding of books has been started from 2015. The Book card and Library Membership cards are also bar-coded.

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	View File
Paste link for Additional Information	https://sites.google.com/site/centrallibrarybkgchowrah/useful-links

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	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

5.20

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

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

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

40

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

- The college has 166 computers (132 desktops & 34 laptops), 43 printers, 3 scanners, 25 projectors. Regular maintenance is carried out by Micromate.
- There are two browsing centers, the first is the Computer centre another at the Library
- Internet Lease Line Connection of 10 Mbps from Alliance
- Several high-speed internet connections have been installed. The bandwidths have been regularly updated.
- 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)
- The smart boards are connected with internet via Wi-Fi so that faculty can access internet for reference
- 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.
- A large number of classrooms are ICT enabled and portable LCD projectors are provided for other classrooms.
- Video conferencing facility is available in Principal's room, seminar halls and System Administration Room
- Library is partially automated with KOHA since 2015. Library facilitates Web-OPAC remote access to users.
- The website is maintained through Right Brains Technology.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

166

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

102.18052

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

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

The management of Bijoy Krishna Girls' College Howrah has continuously strived to meet the growing needs of the institution. Major policy decisions are made in the Governing Body of the college. The IQAC plays the pivotal role in formulating these policies.

- Policy Prescription for Facilities:

The basic rules behind the policy planning are

- To upgrade ICT facilities
- To improve coordination between different interrelated departments
- To increase the awareness among stakeholders
- To optimize the space utilization

- Incremental Facility:
 - A huge drive was made for augmentation of the Computer and other ICT facilities to impart quality education to the students of the college
 - New lift in 'UTTARAN' was constructed
 - New rooms in PRAJNA building was developed

- Academic Infrastructure:
 - Efficient allocation of rooms for 26 Departments
 - Work stations for teachers of every Department

- Laboratories of each department are maintained regularly and both assets and stock registers are updated at regular intervals.

- Research work was encouraged through R & D Cell

- The College has 7 main administrative areas all of which are equipped with ICT facilities.

- The College has 3 Seminar halls, Virtual Classroom, Digitalized Auditorium with a vision to adapt World class education practices

- The Institution has a very rich library along with a separate PG library

- Other facilities include Gymnasium, Karate, Yoga, Psychological Counseling Cell-'AALO'

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bkgc.in/site/facilities_page/Library-Facilities

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

969

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

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

5.1.2.1 - Total number of students benefitted 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)	View File

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

A. All of the above

File Description	Documents
Link to Institutional website	https://bkgc.in/uploads/Skill-Development-Course-Formatted.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

268

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

268

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

5.1.5 - The Institution has a transparent

A. All of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

17

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

253

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

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

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

20

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

5.3 - Student Participation and Activities

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

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

11

File Description	Documents
e-copies of award letters and certificates	View File
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)	View File

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	https://www.youtube.com/watch?v=zaXusuDK8d o
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

24

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

5.4 - Alumni Engagement

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

The College has an active alumni 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 'Punarnabha' 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. . Punarnaba organized an alumnae meet on 26th March ,2022 on 11 am onwards at college auditorium. Our ex- student Dr. Subhra Chakraborty, National Award winner was the chief guest of the programme.

File Description	Documents
Paste link for additional information	https://bkgc.in/uploads/Alumni-Report.pdf
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Response:

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

Vision:

- To enlighten and impart proper education to the students
- To generate social, economic and radical awareness among the 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:

- The Governing Body of the institution is in authority for the management of the institute and the enactment of the perspective strategy of the college
- Committees like the Academic, RUSA, Library, Building, Purchase, Examination, and Sports, the Office, and the IQAC fall under the purview of the Principal
- The Finance Committee sees to budget apportionments.
- The IQAC monitors the functioning of the college and implements quality initiatives whenever necessary
- Some of the key areas implemented in the Strategic Plan are
 - Academic and Administrative Audits for the departments,
 - Capacity Building programmes for the students, faculties and staffs,
 - Introduction of value-added certificate courses for students
 - Online feedback collection, induction programmes, mentor-mentee programmes, fee waivers for students
 - Faculty exchange programme
 - Training and placement drive for final year students.

File Description	Documents
Paste link for additional information	https://bkgc.in/site/container_page/84
Upload any additional information	View File

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

Case Study: Research & Development Cell (RDC)

The establishment of the RDC in Bijoy Krishna Girls' College, Howrah in 2018 enables the accomplishment of the aims of Self-reliant India by catalysing multidisciplinary and translational research culture.

Resolution of the meeting held online at 7pm on 1st June 2021

(<https://meet.google.com/pbw-tdio-jzo?hs=224>)

Agenda 1: BKGC SCHOLARS**Observation & Resolution:**

The Cell expresses its pleasure over the quality and timely publications of Volume 1 (Issue 1 & 2) of the peer reviewed e-journal BKGC JOURNAL published respectively on June and December 2020. It is decided that the volume 2 (issue 1) will consist of articles written in Bengali only. The volume 2 (issue 2) will be a special issue on Bio-sciences.

Agenda 2: College sponsored projects

Observation & Resolution: Short Budget Small Project Scheme for seed funding faculty projects is proposed and accepted. Maximum sanctioned amount should not exceed Rs. 10,000.00 per project.

Agenda 3: Allocation of space for the RDC

Resolution: The entire second floor of the Prajya building is assigned to the RDC. Coordinator-RDC is advised to refurbish the newly assigned place for the cell with required furniture and electronic goods before the NAAC visit.

Agenda 5: Miscellaneous

Resolution: A IPR Cell is formed to sensitize the research community about IPR.

File Description	Documents
Paste link for additional information	https://bkgc.in/site/igac_home_image
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Response:

"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	View File
Paste link for additional information	https://feedback.bkgc.in/
Upload any additional information	View File

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.

Response:

- 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, Grievance Redressal Cell and ICC 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	https://bkgc.in/site/container_page/92
Link to Organogram of the institution webpage	https://bkgc.in/site/container_page/84
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The following welfare measures are provided by Bijoy Krishna Girls' College:

- The institution has the provision of paying advance salary to the newly appointed staff until their pay fixation is received from the West Bengal Higher Education Department and they are included in the pay -packet.
- The institution has a registered Co-operative, Bijoy Krishna Girls' College Employees Co-operative Societies Limited, (Registration No 02 Date 14.8.1971) where a substantive staff can avail of a loan at a lower interest rate. There are two types of loans; i) long-term loans and ii) short-term loans, maximum limit been Rupees two lakhs.
- Government salaried staff are encouraged to join Government Health schemes. Gratuity, Leave benefit, Medi-claim, Pension, Provident Fund and Life Insurance for all employees are provided.
- Faculties have the facilities to publish their authentic research work on BKGC Scholars.
- There is a Staff Canteen, Proyojon and Coffee Corner, Chaiholic.
- Health and Fitness centres are there.
- A Psychological Counselling Centre is available under the name of "AALO" with a registered Counselor for students and staff as well.
- The College has rented out a part of its premises to Canara Bank with an ATM facility.
- A Computer Centre built under the RUSA grant has become functional since 2020.

File Description	Documents
Paste link for additional information	https://bkgc.in/site/container_page/111
Upload any additional information	View File

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

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

1

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

15

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

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

30

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

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

Teaching Staff:

1. The Principal introduced a proforma for self-appraisal of the teaching staff following UGC regulation since 2018,

wherein, he/she records the details of his/her performance of duties and participation. The details are recorded in minutes under the categorization of academic, other academic and administrative activities .

2. Biometric attendance started from 2018 and the record is tallied with the hard copy of the General Attendance Register by the Principal
3. Career Advancement Scheme for all teachers who become eligible for the different stages of promotion. Academic performance of each individual teacher comes under serious scrutiny during this time.
4. Principal holds regular Departmental meetings with the teachers
5. Principal confers regularly with IQAC Coordinator and TCS for discussion on implementation of any policy
6. Service Book and Leave Committees meet on regular basis.

Non-teaching Staff

- 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 is there for students to post their grievances as well as suggestions regarding the interaction with the non-teaching staff. Online feedback is very instrumental in this case.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Response:

The Institution has a mechanism for conducting audits on financial

transactions to ensure financial compliance. The audit is important as it provides credibility and transparency to the financial statement of the institution. Every year, both internal and external audits are performed.

Internal Audit

The Governing Body of the college agreed to appoint Internal Auditor on request from the Principal to manage the account internally of every financial transaction. Details of the auditors are given in below.

Details of Internal Auditors

Name of the firm

Membership No.

GHOSH & GHOSH

CHARTERED ACCOUNTANTS

050488

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.

External Audit

According to established guidelines, the Directorate of Public Instruction, Government of West Bengal, appoints the External Auditor. Based on their audit, the external auditor provides their assessment of the institution's financial statements. To gather audit evidence on the quantities and disclosure in financial statements, procedures must be carried out throughout the audit.

Details of External Auditors

Name of the firm

Membership No.

D GARODIA & CO

CHARTERED ACCOUNTANTS

307641

File Description	Documents
Paste link for additional information	https://bkgc.in/uploads/1671787176.pdf
Upload any additional information	View File

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

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

0.4052

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

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

Response:

The college is affiliated with the University of Calcutta and is bound by the 1979 First Statute of the University. Vide this statute the college has a structured governance system. The Governing Body is the highest policy-making body through which adequate budgetary provisions are made for academic and administrative activities.

- Proceeds generated from National and International Seminars
- Proceeds from Workshops Funds from Government External Agencies for the Institution

- RUSA/ UGC funds: Used for infrastructure augmentation, library maintenance, and renovation.
- Scholarships and Endowments- provided for SC/ ST/ OBC students.
- State funding for NSS.
- College Funds:
 - With the aid of college funds, a lift has been installed in the new building (Uttoron).
 - Upgrades to the academic and physical infrastructure have been made with the use of college funds.
- Other Sources
 - Funds have been received from West Bengal Innovation Network (WBIN) which is used to co-organizing a Sustainable Entrepreneurship Roadshow to promote entrepreneurship in the field of sustainability.
 - Retired teaching and Non-Teaching Staff have donated to Endowment Prizes which are awarded to meritorious students of the college every year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

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. Also NAAC visit is carried out for the 3rd cycle.

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	https://bkgc.in/site/certificate/naac-certificate
Upload any additional information	View File

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

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

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 neighborhoods' colleges of Howrah district and two colleges of Kolkata in accordance with the signing of a MOU.

2. Centre 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 centers.

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 and Karate were particularly aimed at building self-defence and inner strength.

File Description	Documents
Paste link for additional information	https://bkgc.in/site/igac_minutes
Upload any additional information	View File

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

A. All of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 - Institutional Values and Social Responsibilities****7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year****Response:**

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 05.2.2021
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	https://bkgc.in//uploads/1671780963.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://bkgc.in//uploads/1671709623.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-

A. 4 or All of the above

**based energy conservation Use of LED bulbs/
power efficient equipment**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Response:
1. Solid waste management:

- For the collection of biodegradable and non-biodegradable solid waste, separate garbage bins are used.
- Paper and plastic waste (saleable) 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 Howrah Municipal Corporation.

2. Liquid waste management:

- The waste water from college canteen, hostel and washrooms is safely disposed of 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 is repaired by the college electrician if possible or otherwise they are disposed of by the Howrah 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	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

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

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

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

B. Any 3 of the above

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

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. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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).

Response:

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 01.8.2020
- 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)	View File
Any other relevant information	No File Uploaded

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

Response:

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	https://bkgc.in/uploads/1671710153.pdf
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	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

Response:

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)	View File
Geo tagged photographs of some of the events	View File
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

Environmental sustainability is important now-a-days.

The following are the regular practices followed by the college

- Splendid campus with lots of green and a water body.
- Plant the saplings (Briksharopan) by 'Sabuj-sakhi' club
- Green, Energy and Environment Audit have been carried out
- Solar panels were installed
- All computer monitors are either LED, LCD or TFT types. All lights are LED.
- Entire campus is "No Plastic Zone" and No Smoking Zone'
- Swachh Campus-Green Campus is strictly maintained by NSS

Best Practice II

Nurturing The Young Minds

Objectives

Thinking out of the box is what changes the life of a student. Properly guided vibrant inquisitive minds can boost the educational atmosphere of the college. The college provides them a platform to build up confidence.

The college organizes International/National webinars, student development programmes, workshops for all students regularly . The skill enhancement certificate courses have trained the students in hands on method

To inculcate the research culture, the biannual multilingual multidisciplinary students' journal "BKGC SCHOLAR" is introduced .

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

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

Response:

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

- Along with the increasing demand of academic varieties, 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, science 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 of Calcutta.
- 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 'Aalo' is also there to give advice.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. To start Confidence / Capacity Building Centre
2. To establish Institution's Innovative Council
3. To introduce more professional courses and certificate courses
4. To undertake more field/ industrial/ institutional visits
5. To establish linkages and collaboration with other institution and industries