AQAR REPORT REVIEW

BIJOY KRISHNA GIRLS' COLLEGE

Aishe id :	**C-11992**
Submitted for :	**2022-2023**
Submitted Date :	**26/12/2023 10:44 PM**
Reference AQAR Link :	Click here
Over all Comments :	**AQAR is accepted. No more provisions for editing.**
Acceptance date :	**02/01/2024**

Review/Re-open History

SL NO	Comments by Officer	Review Date	Response of Institution
1	This is with regard to the AQAR. Kindly confirm to approve your AQAR, since no addition/deletion is possible once approved. Your AQAR might be referred for validating your SSR in feature if necessary. Kindly confirm	27/12/2023	AQAR Confirmed

YEARLY STATUS REPORT - 2022-2023

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	98300035815
• Registered e-mail	bkgc_howrah@yahoo.com
• Alternate e-mail	iqacbkgc@gmail.com
• 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.	**03326414877**	
• 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/1675951551.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/Depa rtment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Principal Bijoy Krishna Girls' College	Quality Enhancement Workshop on Research Methodology	NAAC	2023	29710
Principal Bijoy Krishna Girls' College	75 Years Celebration of the College	Howrah Chamber of Commerce	2022	50000

8.Whether composition of IQAC as per latest NAAC guidelines	No
• Upload latest notification of formation of IQAC	No File Uploaded	

9.No. of IQAC meetings held during the year	09
• 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)

Establishment of the Institution's Innovation Council ? Celebration of India StartUp Day, organized by IIC & R&D Cell, IQAC on 01.10.22 Speaker: Mrs. Subarna Dutta Sadhu on Start-Up Journey: The Ups and Downs ? Confidence Building Programme organized by Capacity Building Centre &; R&D Cell, IQAC, on 14.1.23 Speaker: Sathi Das, Psychologist ? One-day seminar on the Chemistry Behind

Phytochemicals and Their Medicinal Importance in Curing various Diseases of Human Being, sponsored by the Inclusion and Diversity Fund, Royal Society of Chemistry, London In collaboration with the Indian Chemical Society &; organized by Dept of Chemistry, B.K.G.C. &; Dept of Chemistry , Bhawanipur Education Society, Speaker: Prof Tapan Kumar Maity, Dept of Pharmaceutical Technology, Jadavpur University, Kolkata &; Dr Archana Banerjee, Former Associate Pro, Dept of Botany Surendra Nath College, Kolkata ? NAAC sponsored the Quality Enhancement Workshop in collaboration with Muralidhar Girls' College, Kolkata &; P.N.Das College, Palta. Duration 29.3.23 to 12.4.23

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
To start Confidence / Capacity Building Centre	Establishment of Capacity Building Centre Under R&D Cell, IQAC
To establish Institution's Innovation Council	Establishment of Institution's Innovation Council (IC202217953) on 6.6.2022
To introduce more professional courses and certificate courses	Computer Skill Development by WEBEL Technology ? 16 Certificate Courses are introduced
To undertake more field/ industrial/ institutional visits	Field/ industrial/ institutional visits organized by Dept of Commerce, Economics, Physics, Zoology, Botany and Microbiology
To establish linkages and collaboration with other institution and industries	Linkages and collaboration are established with WEBEL,BIPS, P.N. Das College, Uluberia College, Maheshtala College, New Alipur College, Muralidhar College &; Surendra Nath College, Kolkata

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body of the College	26/12/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	26/11/2022

15.Multidisciplinary / interdisciplinary

The college has Humanities, Science, Commerece, B. Ed and Post Graduate Studies in a few departments. The CBCS course curriculum includes general elective courses reflecting multidisciplinary 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 curriculam 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 themarks 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	**3321**
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 Number of outgoing/ final year students during the year	**1181**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**128**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**139**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**70**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**138.86**
4.3 Total number of computers on campus for academic purposes	**179**

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

A curriculum of study developed on the basis of prescribed syllabi of the University that spells out the concepts to be taught and the methodology to be followed. An effective mechanism for deliverance of prescribed syllabus is worked out with an aim of holistic education.

The Academic Sub Committee with the Principal at its head and IQAC coordinator and all the HODs develop the Teaching Plan and Academic Calendar. A detailed prospectus is provided to the students on its basis. Detailed program outcomes and course outcomes are displayed in the college website for reference of the students.

The Routine Sub Committee formulates the Master Routines for each academic session which is then finalized through departmental meetings. Syllabus distribution and Lesson Plans are also made there.

Formative Implementation measures include Student Sensitization and Teaching learning with classroom teachings, practical classes, projects, and field trips. ICT enabled Teaching-Learning methods are used in all classes.

Nonstop access to library resources and INFLIBNET are provided continuously.

Microteaching, seminars, quizzes, Project Presentations, Debates and Round Table discussions are organized. Exchange lectures and extension Lectures are also organized.

Internal assessments are conducted under the Examination Sub Committee. Summative measures are undertaken as required.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	https://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 the University's Academic Calendar and develops its own, including formative and summative stages for CIE.

Formative Evaluation

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 programs are also followed.

Some Departments also conduct Viva Voce as part of CIE.

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

Summative Evaluation

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

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

Students are prepared to face the University examinations to the best of their abilities.

Teaching-learning and Evaluation are intertwined and attempts are made to follow the chain in the 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 in classes

3. Collaborative Learning of students with Collaborative Assessment where they are asked to solve problems mutually

4. Problem-solving Learning and Assessments 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)

26

File Description	Documents
Any additional information	**No File Uploaded**
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

863

File Description	Documents
Any additional information	**No File Uploaded**
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 the nation's sustainable living, equity-based social growth, and economic development. 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 that has been imparting meaningful education to girls for over six decades is quite positively tuned to integrate crosscutting issues relevant to the mentioned themes into the Curriculum. The institution has embraced several unique steps for developing an imaginative, broad-based foundation and for the holistic development of students at home and in the world.

- **Women's Studies Centre started in the College in collaboration with the Women's Studies Centre of the University of Calcutta**

to sensitize students on gender issues has completed its fourth year.

- • Celebration of World Environment Day on 05.6.2022
- • Online awareness program on Water Conservation Day on12.7.2022
- Planting of trees to celebrate Sabuj Sakhi on 15.7.2022.
- • Celebration of Constitution Day of India on 26.11.2022
- • Celebration of International Human Rights Day on 10.12.2022
- • Awareness program on psychological counselling on 03.01.2023
- • Celebration of National Youth Day on 11.01.2023
- • Legal Awareness Program to observe International Women's Day on 15.03.2023
- • Celebration of World Earth Day on 22.4.2023

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

11

File Description	Documents
Any additional information	**No File Uploaded**
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

751

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://bkgc.in/feedback_system/
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	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	https://bkgc.in/feedback_system/

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

1114

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

268

File Description	Documents
Any additional information	**No File Uploaded**
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

Identification of slow and advanced learners is done through written tests or verbal interactions when classes begin.

Slow learners

1. **They are referred to for additional classes.**
2. **They are provided with more learning materials especially in Bengali.**
3. **Special support is provided through Mentor-mentee programme.**
4. **Re-assessment based on the syllabus covered is done from time to time with emphasis on peer checking.**
5. **They are encouraged to join Spoken English course.**
6. **Departments organize Extension Lectures delivered by experts in their fields.**
7. **Capacity building workshops are organized.**

Advanced learners

1. **They are provided with reference articles for higher intellectual pursuit.**
2. **They are encouraged to use ICT enabled tools.**
3. **They are encouraged to enrol in WEBEL and NPTEL courses.**

4. **Different programmes under IIC under the Ministry of Education are held for advanced learners.**
5. **They are encouraged to participate in the following activities:**
6. **Intra and inter college student seminars (paper and poster presentations)**
7. **Write for the in-house students' journal BKGC Scholars,lab journal Annweshan,college magazine Atmadeepa,and wall magazines**
8. **Microteaching**
9. **Intra-college and inter-college elocutions/quiz/debate//essay competition.**

All students including average students are motivated to participate in certificate courses organized by the college.

File Description	Documents
Paste link for additional information	https://eshikshak.bkgccms.in/
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
3321	128

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:

a. Laboratory based learning

1. **In Physics, Computer Science, Electronics, Mathematics,and**

Chemistry, practical experiments are carried out by the students.
2. In Botany, Zoology, Microbiology, Statistics, Economics, and Geography, theoretical knowledge is supplemented by practicals in the laboratory.
3. Students ofEducation and Psychology apply their theoretical knowledge on live subjects.
4. Students use open-source software packages and participate in WEBEL courses.

b. Field Trips

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

c. Projects

Students prepare short research papers for Commerce and Environmental Science.

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

II) Participative Learning:

For students' participation the following activities are undertaken:

1. Microteaching
2. Paper and Poster Presentations in students' seminars
3. Quiz and Debate
4. Capacity Building Workshopsand Entrepreneurship Development Workshops.

III) Problem Solving Methodologies:

1. Research projects and mathematical problems help students to learn to identify, analyse and solve a problem.
2. 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	Nil

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

Response

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 Special Lectures.

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	**No File Uploaded**
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

68

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

128

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

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

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

61

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

1850

File Description	Documents
Any additional information	**No File Uploaded**
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.

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 attendanceof the students also carries marks. Attendance for each course is maintained by the department.

Continuous Internal Evaluationis done by the departments throughout the semester. These include

- **class tests**
- **assignments**
- **verbal interaction**
- **microteaching**
- **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	**Nil**

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

- Internal examination marks are part of the final result of the students under the Choice Based Credit System of the University of Calcutta. The internal examinations are held in the college according to the University examination schedule,and the marks are directly submitted online 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 attendanceof 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-teachermeetings wereheld 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 results. 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	**Nil**

2.6 - Student Performance and Learning Outcomes

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

The institution not being autonomous, has to adhere to the given course curricula for University programmes which are uploaded on the University website. For 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 COsof 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 Induction Programmes organized by the different departments of the institution.
- The Programme Outcomes and the Course Outcomes are explained by the teachers in class.

The college also offers

1. Skill Development Programmes
2. 'Know Your Country Know Your People' – Short Term Course
3. Women's Study Programme
4. U.G., P.G. and Vocational Certification Programmes byThe Distance Learning Centre of NSOU.

Students are informed regarding these programmes during the 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	No File Uploaded
Paste link for Additional information	https://bkgc.in//uploads/1598851311.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.

- The main Programme Outcomesand Course Outcomesfor students of undergraduate colleges are progression to higher education or some professional course. The students of post graduate

- courses may pursue further studies or 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 tries to assess the programme and course outcomes of the students by analyzing their results.
- The Academic Sub-Committeeas 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.
- Departmental faculties meet at regular intervals to discuss the syllabus covered, how the students are coping up with their studies, and how to improve their performance.
- The students of the B.Ed stream have to take demonstration classesfor school students, where the former are evaluated as to how they perform as teachers.

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

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

826

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

2.7 - Student Satisfaction Survey

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

https://www.bkgc.in/site/notice/520

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)

4.25110

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

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

3.1.2.1 - Number of teachers recognized as research guides

06

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

10

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

Innovation Ecosystem under R&D Cell

Student Development :

Capacity-building initiatives for students involving data surveys on a given topic and presenting the results boosting their capabilities in job market. Other programs undertaken were Student Exchange Programme, Micro teaching, Student seminars and publication of student lab journal Anweshan.

Rural Entrepreneurship Programs -, exploration of scope and processes & Government policies on Entrepreneurship with MGNCRE, also exposure to advanced level of Entrepreneurship concept through our developing Incubation centres

Pollution & Waste Management through Digital waste bin development , water quality assessment and chemical waste treatment model development etc

BKGC SCHOLARS a bi-annual student journal for student publication.

To develop professional competence publication in college magazine, wall magazines, CV writing competitions etc.

To develop life skills like Yoga, Gym and Karate.

Collaboration with WEBEL for Digital Empowerment

IIC registration under MoE, MHRD to inculcate the idea of Startup and Entrepreneurship

Faculty and Staff Development

Organizing Seminars and workshop on IPR and Research Methodology

Publication of Newsletter.

Financial assistance to the faculties under Small Budget Short Project Scheme and arrangement of staff training programs

Incubation Centre

MUSHROOM CULTIVATION and ORNAMENTAL FISH CULTURE unit to generate self-employment opportunity.

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

11

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

12

File Description	Documents
URL to the research page on HEI website	https://bkgc.in/uploads/research-guidance.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	**No File Uploaded**

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

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

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

61

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

Extension and outreach activities create consciousness among the students towards social issues, make them empathetic to every

constituent unit of the society for which BKGC is proactive with regular and special programme under IQAC and NSS Unit.

- Swacchta Programme under SAP:

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

- Health Awareness Programme

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

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

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

- Activities in adopted Village

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

- Celebration of National days : cultural programs & different intra and inter-college competitions
- Special Camp (Literacy Program)
- Collaborations

- Panchpara Gram panchyat,Howrah
- Khurut Harijan kalian Samity Howrah
- Satya Bharati social service organization at Nabagram , Hooghly
- JoyGram Social Welfare society, Hasnabad, Sunderban

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

3.4.2 - Number of awards and recognitions received for extension activities from government /

government recognized bodies during the year

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

03

File Description	Documents
Any additional information	**No File Uploaded**
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

7

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
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

37

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
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

4

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

9

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 twenty seven Certificate Courses, five Skill Development Courses and one Research Centre.

1. 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 Roomis 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.

2. The academic departmentsare spread over in the 8 buildings, consisting of 67 classrooms, 1 virtual classroom, 2 smart classrooms 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.

3. 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://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

1. A room is provided for practicing Yoga(measuring area 226.042 sq. ft) under the able guidance of a Yoga trainer.
2. Karate: The College has assigned trainer for regular training of Karate.

Sports Facilities:

1. 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 room238.9588 sq ft).
2. Badminton: There is ample space for playing badminton during winter.
3. Basket-ball: The basket-ball court measuring 613.543 sq. ft was constructed in the year 2016

Cultural Activities:

1. Two venues for indoor performances
2. 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://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://eshikshak.bkgccms.in/
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)

46.14

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	**No File Uploaded**
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)

1. **Name of ILMS software koha**
2. **Nature of automation (fully or partially) partially**
3. **Version 18.11.02.000**
4. **Year of Automation 2015**

Library has a book collection of 55112 and journal collection of 694 as of October, 2023. 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.

1. 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.
2. 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:

1. 24X7 accessible ILMS, which provides a web based interface to access WEBOPAC to learn about the library collection, availability of the books.
2. It is MARC 21 compatible ILMS.
3. Provides Copy cataloguing feature using Z39.5

List of Modules use in koha

1. Circulation
2. Cataloguing
3. Patrons
4. Reports
5. Tools
6. koha administration

Future Plan

Short Term

1. Reprography Section
2. Implementation of RFID system

Long Term

1. Group Discussion Zone
2. Refreshment Corner
3. Digital Library
4. Book Bank
5. Membership to Outside Scholars.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://bkgc-opac.kohacloud.in/

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)

`4.594`

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

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

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

`68`

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

1. **The college has 199 computers (164 desktops & 35 laptops), 46 printer and scanners, 25 projectors. Regular maintenance is carried out by Micromate.**
2. **There are two browsing centers, the first is the Computer centre another at the Library**
3. **Internet Lease Line Connection of 10 Mbps from Alliance**
4. **Several high-speed internet connections have been installed. The bandwidths have been regularly updated.**
5. **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)**
6. **The smart boards are connected with internet via Wi-Fi so that faculty can access internet for reference**
7. **A CMS software facility for admission, registration, attendance entry, ID cards, Student Management System was installed in 2017**
8. **The College introduced Learning Management System (LMS) for both teachers and students since 2019.**
9. **A large number of classrooms are ICT enabled and portable LCD projectors are provided for other classrooms.**
10. **Video conferencing facility is available in Principal's room, seminar halls and System Administration Room**
11. **Library is partially automated with KOHA since 2015. Library facilitates Web-OPAC remote access to users.**
12. **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

179

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)

92.72

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.

a. Policy Prescription for Facilities:

The basic rules behind the policy planning are

1. To upgrade ICT facilities
2. To improve coordination between different interrelated departments
3. To increase the awareness among stakeholders
4. To optimize the space utilization

b. Academic Infrastructure:

1. Efficient allocation of rooms for 26 Departments
2. Work stations for teachers of every Department

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

d. Research workwas encouraged through R & D Cell

e. The College has 7 main administrative areasall of which are equipped with ICT facilities.

f. The College has 3 Seminar halls, Virtual Classroom, Digitalized Auditoriumwith a vision to adapt World class education practices

g. The Institution has a very rich libraryalong with a separate PG library

h. Other facilitiesinclude Gymnasium, Karate, Yoga, Psychological Counseling Cell-'AALO'

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1283

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

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

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

137

File Description	Documents
Upload any additional information	View File
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

1088

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

1088

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

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

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

27

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

165

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

45

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.

13

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 univer sity/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)

The Governing Body of the college, which is the highest policy making authority as per Statutory provision of University of Calcutta, always encourage student participation in various extra -

curricular and co – curricular activities.

Extra-Curricular Activity

- Students are motivated to play the role of volunteers in extra-curricular activities like Sports, Annual Social, Celebration of Special days like Bon Mahotsav, celebration of Rabindra Jayanti, Teachers' Day etc.
- In the spirit of New Education Policy, students are always advised to enroll and participate in Yoga classes. For self – defense, they are encouraged to participate in Karate and Gym sessions and so on.

Co-Curricular Activities

- To boost participation in teaching – learning, activities like micro teaching and student seminar are arranged in different departments.
- NSS Unit promotes student volunteers who actively engage themselves in different activities like health camps, educational awareness campaigns, charitable programs and special camps in rural areas.

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

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

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

38

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. Like every year this year on 24thAugust ,2022 the association organized an exhibition cum sale of products sale by the ex-students. Annual alumni meet held on 29thApril ,2023 at college auditorium. Our ex-student, Tanaya Mitra, senior advocate of Howrah court was the chief guest of the programme. Along with central meet, individual program was organized by the each department of the college.On that day some handmade products were showcased by our ex-students.

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

Vision:

- **The College crest "Sa Vidya Ya Vimuktaye" captures the essence of the institution's vision to provide a decent education, as well as to raise social, economic, and political consciousness among female students.**

Mission:

o To create a comprehensive, participative, synergistic, and humanistic educational approach

o To foster responsible and independent citizenship

Effective Governance:

o The Governing Body oversees strategic concerns of quality education and management of the college.

o Committees like the Academic, RUSA, Library, Building, Purchase, Examination, Sports, the Office, and the IQAC fall under the purview of the Principal.

o The Finance Committee sees to budget apportionments.

o The IQAC oversees the college's operations and conducts quality measures as needed.

Strategic Plan & Measures:

o Academic and Administrative audits for the departments

o Capacity building programmes for the students, faculties, and staff

o Value-added certificate and diploma courses for students

o Online feedback collection, induction programmes, mentor-mentee programmes, fee waivers for students

o ICT-enabled teaching-learning methodology

o Collaboration and MOU for academic excellence and knowledge sharing

o Training and placement drives

o Ready to implement NEP-2020.

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.

Academic Decentralization:

- The IQAC proposes different policies for quality enhancement in teaching-learning.
- The Teachers' Council discusses different academic issues like examination, attendance, etc.
- The Admission Committee and the Academic Sub-Committee share responsibility for admission.
- The Routine Committee prepares the timetable by coordinating with each of the departments.
- The Library Committee looks after the maintenance and upgrading of library facilities.
- The head of each department maintains liaison with the Principal and other departmental members.
- The Research and Development Cell is in charge of strengthening faculty, student, and staff capability and confidence.

Decentralization in administrative matters:

- Teaching and non-teaching staff are representatives of the Governing Body.

- Senior faculty members act as coordinators of post-graduate studies and the distance learning centre of NSOU.
- Teachers fulfil their executive responsibilities as members of different committees like Finance, Building, Purchase, Anti-Ragging, Internal Complaints, and others.

Decentralization in extra-curricular activities:

- Teacher's and staff's representation and leadership are evident in extension activity committees like NSS, and other student-centric committees like Cultural, Placement, Student Welfare, Sports, etc.

Participative management:

- It is visible in students' representation in NSS, IIC, Student Society and management of Freshers' Welcome, Farewell Programme, Annual Social, arranging seminars, Saraswati Puja, etc.

File Description	Documents
Paste link for additional information	https://bkgc.in/site/iqac_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

The college executed its strategic and perspective plan as follows:

- It is in congruence with the DIGITAL INDIA flagship programme by the Government of India. It is a part of institution's mission tocreate 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 college has successfully implemented theFaculty and Student Exchange Programme, aimed at opening new vistas of opportunities in Teaching and Learning processes.
- The college initiated different types of collaboration activities withthe renounced institution with proper MoU.
- Through regular internal evaluation, Academic and Administrative Audit, students interactive session etc., the

- college ensured the quality of the teaching and learning process.
  - The college encouraged research parallel to the teaching-learning process for both teachers and students through the R&D Cell. Provides financial support for research.
  - The college offers several certificate courses to students to create a path towards career advancement.
  - The institute carefully maintained environmental sustainability through regular Green Audit.
  - The college organised several outreach programmes through NSS to uphold social responsibility.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://bkgc.in/uploads/SUB_COMMITTEES_2022-24.pdf
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.

- 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.
  - The principal is in charge of overall administration. The support team helps in the execution of the administration.
  - Several sub-committees like theFinance and Purchase Sub-Committee, help the Principal in the 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

File Description	Documents
Paste link for additional information	https://bkgc.in/site/container_page/29
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	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
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

1. Advance salary: 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.
2. Co-operative society: The institution has a registered co-operative, Bijoy Krishna Girls' College Employees Co-operative Societies Limited, (Registration No. 02 Date 14.8.1971) where substantive staff can avail loans at a lower interest rate.

3. **Financial Support:**

- Financial support up to rupees five thousand to all teaching staff is provided for attending conferences, workshops and seminars.
- Non-teaching staff can avail of financial support in pursuance of their skill development programmes.
- Provident Fund (PF) Loans

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

5. **Medical Facilities:**

- On-call medical facility
- Sick Room

6. **Health and Fitness Centres:**

Psychological Counselling Centre: This facility is available under the name of "AALO" with a registered counsellor for students and staff as well.

- Karate Training
- Regular Cleaning and sanitation
- Gym
- Yoga

7. **Study Leave**

8. **Policies for Reward and Awards**

9. **Other Facilities:**

- Banking and ATM facility
- The Centre is built under RUSA grant
- Pustak Bhandar (Book store)

File Description	Documents
Paste link for additional information	https://bkgc.in/site/facilities_page/canteen
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

7

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

21

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

101

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

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

since 2018, wherein he or she records the details of his or her performance of duties and participation in theactivities assigned to him or her by the college.

2. Biometric attendance

3. The college has conducted AAA since 2018 after successful completion of every academic year.

4. Career Advancement Scheme following G.O. No. 1373-Edn (CS) dated 07.12.2017

5. The principal holds regular Departmental meetings with the teachers

6. The principal confers regularly with IQAC for discussion on the implementation of any policies

7. Service Book and Leave Committees meet on a regular basis to consider individual cases.

8. The principal confers with the head clerk on all matters relating to non-teaching staff.

- **Non-Teaching:**

- ○ **Confidential reports of all Lab-based Non-Teaching Staff are submitted by the concerned Head of each department to the Principal for an overall evaluation.**

File Description	Documents
Paste link for additional information	bkgc.in
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

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

The External Auditor is appointed by the Directorate of Public Instructors, Government of West Bengal, as per the government norms and rules. The firm that carried out the External Audit for the years 2015-16 and 2016-17 was Atish Kumar Shaw, Chartered Accountant (M. No. 306098). Since 2017-18 the External Audit has been carried out by D. Garodia & Co., (M.No.307641). Audit for the financial year 2022-23 is in process.

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

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)

2.114

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	[View File]
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

The Principal is the Drawing and Disbursement Officer and has control over financial matters, however, as per 1979 First Statute of the University of Calcutta, the Governing Body and the Finance Sub Committee members assist in decision making and a complete transparent system is maintained regarding all financial transaction.

There is a well-defined organizational set up. At the beginning of each session the HODs prepare the requisition of their department which is then scrutinized and approved by the Finance Sub-Committee and fund is allocated accordingly. Purchase Sub-Committee carries out the necessary procedure for any purchase that is to be made. With effective planning by the concerned stakeholders, the institution is able to utilize the allocated funds in an optimal manner. Accounts are maintained by the Accountant and the Principal is accountable for all the financial transactions.

Among the funds received from non-government bodies, individuals, Philanthropers during the year 2022-23, funds that was received from Creative Hortifarms Pvt. Ltd. was invested for college development purpose.

. The college is continuously receiving funds from Radhamadhav Institution of P.C. Chandra Group Ltd. and it was invested for college drinking water purposes.

Retired teaching Staff has donated toEndowment 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

- **Academic and Administrative Audit**

The College has successfully implemented Academic and Administrative Audit since 2018 on the basis of the recommendation of the IQAC. AAA is carried out by the internal members (Principal and coordinator, IQAC) for the sessions 2020-21 and 2021-22 during 17-04-2023 to 08-05-2023 together where comprehensive qualitative assessment has been done.

- **Establishment of the Institution's Innovation Council**

Institution's Innovation Council (IC202217953) is established on 6.6.2022 to provide students and faculty an exclusive chance to engage in MHRD-sponsored innovation projects and contests, and to meet and interact with well-known business leaders and academicians.

- **Capacity, Confidence Building and Research Initiatives**

Seminar Lectures, Extension Lectures, Workshops, Student and Faculty Development Programmes on different contemporary topics covering different disciplines help the stakeholders to update their knowledge and efficiency. For example, BKGC, in collaboration with Muralidhar Girls' College, P. N. Das College and the Indian Association of Asian and Pacific Studies, has organized a NAAC Sponsored Workshop on 'Methodologies of Social Science Research' from 29th March 2023 to 11th April 2023 to promote research work in social science.

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

IQAC has brought numerous initiatives for all-round quality improvements to the institution.

- Review of Teaching-Learning Process
  - Internal AAA is carried out to review the academic and administrative activities.
  - Under IQAC, central routines have been formed for science, arts, and commerce following the university syllabus, providing enough space for laboratories, libraries, and other skill development courses.
- Methodologies of operations and learning outcomes at periodic intervals

IQAC has taken regular feedback from all the departments through the academic committee and reviewed the syllabus covering the examination process outcomes of internal assessment and external university-conducted examinations.

- Faculty Exchange Programme

The Faculty Exchange Programme was done in collaboration with Surendranath College.

- Centre for Need Based Support

1. 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.
2. R & D Cell: Various certificate courses offered. Journal (BKGC Scholars) being published to expertise students in various research works. Various Capacity and Confidence building program organized.
3. Psychological counselling Centre under the aegis of the

> psychology department, with trained and qualified
> psychiatrists.

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/iqac_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	**Nil**
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender equality is presently equated with various rights-based movements, laws, jurisprudence, and many more. In order to lead the institution from the front, the administration has pushed female staff members to hold positions as Head of the Department, Coordinators of various programmes, and Members of Statutory and

Administrative Bodies. There are leave advantages available, such as Child Care Leave and Maternity Leave. Additionally, the bodies of students preserve gender empowermentin their portrayal. The college installed two sanitary napkin vending machines in the hostel "Banalata" and the common room, which was a pioneering move. For the security of female students, the college installed CCTV cameras across the campus and hostel. Also, lady security personnel have been appointed.

For the benefit of our students, the college has held workshops and training sessions on issues such as gender equity, women's empowerment, initiatives to build capacity, and various forms of abuse. Every year, the College's staff, teachers, and students enthusiastically participate in speeches, seminars, interactive sessions, and discussions in honour of International Women's Day.

Regarding gender abuse, insults based on gender, or sexist statements on campus, there is a functioning Internal Complaint Committee(ICC).

The Women Study Centre is actively functioning since 2019.

File Description	Documents
Annual gender sensitization action plan	https://bkgc.in//uploads/1703575063.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/site/facilities_page/safety

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	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

1. Solid waste management:

• For the collection of biodegradable and non-biodegradable solid waste, separate garbage bins are used.

• Paper and plastic waste are resold regularly.

• Plant waste and food items 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 the college canteen, hostel, and washrooms is safely disposed of through an 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 the fractional distillation process. Otherwise, the liquid waste is diluted, neutralised 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 college has a MOU with Hulladek for managing e-waste.

• Different electrical items, like fans and air conditioners, are 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	View File
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	View File
Any other relevant documents	View File

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	A. Any 4 or all of the above

following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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	A. Any 4 or all 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).

India has very diverse cultural and 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 is to provide a platform to the students to understand these diversitiesand to help to build an inclusive society where these diversities are celebrated to bring harmony and situatedness to society. The The college has organised many programmesfor this purpose. Social Harmony: Community Service at Ramkrishnapur Ghat on September 24, 2022 celebration of 73rd Constitution Day by the NSS unit on November 26, 2022. Celebration of Parakram Diwas organised by NSS Unit Community Service for Celebration of Republic Day on January 26, 2023 Celebration of Saraswati Puja on January 26, 2023.

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

Activities: ? Celebration of World Philosophy Day

? Intra College Quiz Competition was organized on the occasion of celebration of Constitution Day by NSS on 26.11.2022 ? Intra College Poster Competition was organized on the occasion of Celebration of World Human Rights Day by NSS & Dept of Political Science on 10.12.2022 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/women-study-center.pdf
Any other relevant information	https://bkgc.in//uploads/1703575063.pdf

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	**No File Uploaded**

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.

•Teachers' Day: On September of every year, we celebrate the birth anniversary of Dr. Sarvapalli Radhakrishnan as Teachers' day.

• Women's Day: The college celebrates Women's Day on 8thMarch of very 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 26thto 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 15thAugust.

•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 5thJune 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

The environment is a polycentric and multifaceted problem affecting the human existence.

The following are the regular practices followed by the college

  • Continuous maintenance of the splendid campus with lots of green and a water body.

- Plant saplings by 'Sabuj-sakhi' club.
- Regular Green, Energy and Environment Audit has been carried out by external agency for the last three years.
- Solar panels were installed in the campus to reduce regular energy consumption .
- All lights in use are LED.
- Entire campus is "No Plastic Zone".

Best Practice II

Nurturing The Young Minds

Objectives

Thinking out of the box is what changes the life of a whole institution as well as individual stake holders. Properly guided vibrant inquisitive minds can boost the educational atmosphere of the college and generate social soft power for universal growth. The college has for the last few years providing them a platform by building up their confidence.

The college organizes International/National webinars, student development programmes, workshops and certificate courses for both UG and PG students regularly.

Student journal BKGC SCHOLAR [Vol 3(2) and 4(1)] is a statement of excellence.

IIC and Capacity Building Cells are dedicated to students' development.

File Description	Documents
Best practices in the Institutional website	https://bkgc.in/site/container_page/98
Any other relevant information	https://bkgc.in/ejournal/current-issue.php

7.3 - Institutional Distinctiveness

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

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. ? The Mental Health Day is being celebrated. Regular Yoga, Karate classes are conducted. ? Psychological Counselling 'Aalo' and a Diet club are 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

Future Plan

  1. Workshop on National Education Policy, 2020
  2. Introduction of NCC
  3. Workshop on confidence building
  4. Establishment of linkages and collaboration with other institution and industries
  5. Modernization of Practical Labs