



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution		BOLPUR COLLEGE
• Name of the Head of the institution		DR. NURSADH ALI
• Designation		PRINCIPAL
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		03463297453
• Mobile no		9474039953
• Registered e-mail		bolpurcollegeoffice@gmail.com
• Alternate e-mail		iqac.bolpurcollege@gmail.com
• Address		P.O. BOLPUR, DT. BIRBHUM
• City/Town		BOLPUR
• State/UT		WEST BENGAL
• Pin Code		731204
2.Institutional status		
• Affiliated /Constituent		Affiliated
• Type of Institution		Co-education
• Location		Urban
• Financial Status		Grants-in aid

• Name of the Affiliating University	The University of Burdwan				
• Name of the IQAC Coordinator	DR PINAKI MAJUMDAR				
• Phone No.	03463297453				
• Alternate phone No.	03463252290				
• Mobile	9851314605				
• IQAC e-mail address	iqac.bolpurcollege@gmail.com				
• Alternate Email address	iqac.bolpurcollege@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://bolpurcollege.edu.in/pages/aqar-submissions				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://bolpurcollege.edu.in/uploads/1683197929_AcademicCalendar2022-2023.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.60	2016	05/11/2016	04/11/2021
6.Date of Establishment of IQAC			31/01/2015		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	NIL	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			5		

<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • 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	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
Submission of AQAR for 2021-2022 and NIRF data in due time		
Preparation publication of Academic Calendar and Annual college report		
Collection of data for feedback, analysis of data, preparation of feedback reports and action taken report		
Completion the process of promotion of 15 faculties under CAS		
Organizing Study Circle Seminars and other seminars on NEP, IPR etc.		
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
<p>1. Preparation of Academic Calendar and master routine 2. Introduction of ADD-ON courses, 3. Collaborative Activities 4. Up gradation of faculties 5. Organizing seminars, Invited Lectures and workshops 6. Optimal utilization of ICT facilities 7. Introduction to RFID in library 8. Installation of office management software 9. Academic audit for 2021-22 10. Relocation of medicinal plant garden 11. To develop solid waste management system 12. Completion of auditorium building</p>	<p>Academic calendar was prepared and published in due time. Routine committee prepared two master routines for ODD and EVEN semesters under the guidance of TC and IQAC</p>

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

Name	Date of meeting(s)
Governing Body	04/01/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	17/12/2022

15. Multidisciplinary / interdisciplinary

The college is committed to giving concrete shape to the vision enshrined in the NEP2020 by initiating multidisciplinary and a interdisciplinary approach through its curriculum and extra-curricular activities (different Clubs, seminars, and socially oriented workshops) which determines its preparedness for NEP. While the college runs all the three major streams of Arts, Science and Commerce, it attempts to create a harmony among the streams so that a holistic approach to learning geared towards development and realization of the complete personality of the learner is achieved.

The college teaches fifteen subjects—Bengali, English, Sanskrit, History, Political Science, Philosophy, Education, Geography, Mathematics, Physics, Chemistry, Botany, Zoology, Economics and Commerce. In addition, it also has a Physical Education course this emphasizing how the college is sensitive to physical development alongside intellectual, moral and aesthetic developments garnered through curricular resources. The college also opens up opportunities for creative and artistic expression by encouraging students from all streams to participate in its innumerable cultural programmes and contribution to the annual college magazine and wall magazines. The NCC and NSS wings of the college undertake community work, environmental education and valuebased programmes and campaigns to ensure a holistic and multidisciplinary education. The college also offers flexibility to students to choose different subjects in different semesters; the Research Cell of the college encourages research for teachers and students, and research for PhD is ongoing in one department. While Environmental Studies which is compulsory for all students, the college also promotes multidisciplinary through its several Addon Courses and Clubs.

16.Academic bank of credits (ABC):

Since the ABC is initiated by the affiliating university, students register themselves and put in their data in the bank using the login Id and password provided by the university. This enables them the flexibility of exits as per their choice as much as to carry over their credits/ choices in further studies. The college appraises students to fulfil this necessity and supervises their access to ABC. On other fronts, the college has signed MoUs with several institutions and interchange of faculty between the college and the collaborative institutions is an ongoing practice. At the same time the college encourages faculty members to prepare lesson plans for the given syllabi and adopt innovative and multi-faceted approach including use of ICT resources for teaching. The college also ensures that students receive books, journals (both print and e-versions through INFLIBNET-NLIST) and other study materials from the well-stocked, updated and automated library as much as from teachers. The college has also shared a selection of its study materials prepared by teachers with the HED, West Bengal. A continuous process of assignments and Institutional Preparedness for NEP evaluation (internal) is in place to enable students to assess their progress.

17.Skill development:

The college has a state-of-the-art Language Laboratory to equip students with communication skill for professional purposes. It also

has Add-on Courses to equip students with skills of Photography, GST, Taxation, Crypto-currency, and Remote Sensing which have a vocational thrust. Almost all students enroll themselves in one of the Add-on courses. Soft skill training also provided for making them competent in job market. Moreover, several segments of the curriculum have value-based content; further, observation of birth anniversary of several distinguished personalities stimulate students with universal values and attempt to inculcate in them ideas of satya, dharma, shanti, prem, scientific and rational temper. Citizenship and Constitutional values are inculcated through regular training for the Youth Parliament.

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

Nearly eighty percent of classroom delivery and transaction takes place in the local vernacular, Bengali, coupled with English. Further, nearly all subjects in the Humanities have large sections pertaining to Indian History and Culture such as Sanskrit, History, Philosophy, Education, English and Political Science which are based on the India Knowledge System. The college also organizes several cultural programmes based on Indian music, dance, art and recitation. The celebration of Tagore's birthday, Mother-Tongue Day, Independence day, Republic Day and other such anniversaries are meant to equip students with the nation's rich cultural heritage and ethos.

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

While the college has an MA Course, it continuously emphasizes the practical and utilitarian aspects of undergraduate education to enable students to proceed for higher education and employment. The college, through its information network and through papers that advertise jobs and higher educational opportunities kept regularly in the college library encourages students for better prospects. It also organises campus recruitment and job opportunity programmes.

20.Distance education/online education:

The college is privileged to have a centre of the Netaji Subhas Open University under its management which exposes students to possibilities of undertaking professional and non-professional courses of study alongside regular courses in Bolpur College. During the COVID lockdown, the college followed a regular teaching schedule of online teaching, and continues with this practice even now. Given the abovementioned facilities, the college is certainly prepared for NEP 2020.

Extended Profile

1.Programme	
1.1	32
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	3646
Number of students during the year	
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2	1035
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	937
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	67
Number of full time teachers during the year	
File Description	Documents
Data Template	View File

3.2	67
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	32
Total number of Classrooms and Seminar halls	
4.2	2254416
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	125
Total number of computers on campus for academic purposes	

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

The College is affiliated under The University of Burdwan, and is following the CBCS since 2017-18. The delivery and documentation process of the college is briefly stated below: Maximum number of courses offered by each department. Academic calendar incorporating all the curricular, co-curricular and extra-curricular activities. Synchronized master routines for different courses prepared by the Routine Committee formed by the Teachers' Council. Orientation programmes are arranged for all the newly admitted students at the beginning of the course. Lesson plans are prepared by each department. Special care is taken to reach every student and teachers extensively applied ICT and provided study materials and links to share documents. Allotment of sufficient number of practical classes for the laboratory based subjects was done. Laboratories have also been upgraded and modernized with new equipments. Sufficient number of affiliating university prescribed books has been procured. Separate computer labs were created according to the CBCS curriculum. Emphasis on the area of environmental issues by appointing subject coordinator to control and monitor all the

project works and theory classes very systematically and meticulously.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The institution prepares a semester-wise academic calendar for both teaching and internal evaluation programmes. A system of regular internal evaluation following the academic calendar, the results of which are included in the final mark-sheet, is in place. Teachers also made assessments of individual students on their own and compared them with the final results.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://bolpurcollege.edu.in/uploads/1683197929_AcademicCalendar2022-2023.pdf

1.1.3 - Teachers of the Institution participate in A. All of the above 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

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

7

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)

18

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

3622

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

1.3 - Curriculum Enrichment

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

The University of Burdwan prescribed curriculum includes in its different segments and components of cross-cutting issues of Professional Ethics, Gender and Human Values, Environment and Sustainability. BC ensures all-round development of students including cognitive potential, creativity, rationality, sense of equality in terms of gender, class and caste, ethical, moral and human values of universal import, respect for Indian and other cultures as well as sensitivity to the future of the earth. The segments of the syllabi that bear implications of the cross-cutting issues are:

1. Environmental Studies is a compulsory part of all courses, the college mainstreams, implements and evaluates environmental and sustainability issues & problems through theoretical studies and project work. The college also uses solar power and undertakes water-preservation programmes. Further, environmental issues are also covered by other subjects.

2. Gender issues are circulated and sensitized through campaigns and programmes such as the Women's Day, lectures and discussions of women's problems, the alert vigilance by the college Women's Cell, the options to register complaints at the Grievance Redressal Cell, Self-defence Training; posters are also put up against sexual harassment and feedback on this issue is solicited from students and guardians.

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

9

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
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

1958

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

A. All of the above

Teachers Employers Alumni

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

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://bolpurcollege.edu.in/pages/feedback-report

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**

1806

File Description	Documents
Any additional information	No File Uploaded
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**

880

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

The institution frequently organizes department-wise internal assessment to understand learning progress of the students and identifies slow and advanced learners on the basis of their performance. Each department then organizes remedial classes for the slow learners and advance coaching classes related to different competitive entrance tests for the fast learners. Departmental student seminars are arranged to excel the skills, knowledge and to enhance their interest.

File Description	Documents
Paste link for additional information	https://bolpurcollege.edu.in/uploads/1707118020_PO-CO-NEW.pdf
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
3646	67

File Description	Documents
Any additional information	No File Uploaded

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

For interactive and effective learning, teachers involve students in field based studies, visits to different places to gather knowledge. Students are getting experienced with various experimental works and

data analysis, and group activities. They also participate in science fair by preparing scientific models and charts, or poster presentation. Interested students are provided with the opportunity to conduct student seminars.

File Description	Documents
Upload any additional information	No File Uploaded
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

Teachers use modern ICT tools available in our institution for effective teaching. Our institution provides 12 ICT enabled class rooms, one smart classroom. Moreover, we have 4 classrooms and 1 conference room with large panel-boards, which aids in interactive participation of students during teaching. We have also a well-equipped language laboratory for literature students. Our institution has access to NLIST database for e-journals, which is used by both teachers and students to enrich their knowledge.

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

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

2.3.3.1 - Number of mentors

43

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

67

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

37

File Description	Documents
Any additional information	No File Uploaded
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

863

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.

Instructions of our affiliated University (The University of Burdwan) regarding continuous assessment are strictly followed. Internal assessments are conducted in form of class test, home assignment, seminar presentation and also online test and viva-voce during the pandemic situation. As continuous assessment for all the papers excluding ENVS is mandatory, the process was completed in due time under the supervision of exam sub-committee and marks were uploaded in the university portal within stipulated period. Projects for ENVS were offered to all the semester I (Hons and Gen) students under the supervision of 43 faculty members which is also a part of internal assessment.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://bolpurcollege.edu.in/pages/grievance-and-suggestion-box

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

Student attendance is meticulously kept and marks are awarded accordingly. Award list of internal assessment of each paper is displayed in the concerned departmental notice board and assessed answer scripts are provided to the students to check their performance.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://bolpurcollege.edu.in/uploads/1704767722_grivance-cell-report.pdf

2.6 - Student Performance and Learning Outcomes

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

Our college organizes an induction programme every year for newly admitted students to aware them about the detailed structure of the courses. The syllabi are available in the website of our affiliated university and different course outcomes are uploaded in our institutional website for easy access to the students. Moreover academic calendars for each semester are published well ahead of commencement of each semester to provide tentative schedule of internal assessments and other year-around programmes to the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://bolpurcollege.edu.in/uploads/1707118020_PO-CO-NEW.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.

Several meetings of academic council are conducted on regular basis to know the progress of teaching-learning process at individual departments. Besides, frequent parent-teacher meetings are also conducted to make them aware about student progression. Additionally job-oriented seminars and career-counseling programmes are also organized for final semester students. Moreover, interested students from final semester are also get prepared for different competitive examinations. Every year a good number of students choose to pursue higher education after completing their course from our institution.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://bolpurcollege.edu.in/uploads/1707118_020_PO-CO-NEW.pdf

2.6.3 - Pass percentage of Students during the year

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

545

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://www.bolpurcollege.edu.in/naac_dvv/assets/naac_document/certificate-controller-bu.pdf

2.7 - Student Satisfaction Survey

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

https://bolpurcollege.edu.in/uploads/1714198972_sss-2022-23.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

1

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

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

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

0

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

3.2 - Innovation Ecosystem

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

Bolpur College has been working continuously for creating an innovative environment and development of good practices for the

benefit for students, faculties and society at large. In order to provide service to the society, various activities and initiatives has been taken up. Some of them are as follows: Bolpur College encourages its students to create new knowledge and ideas apart from obtaining knowledge from the syllabus. In order to fulfil its mission the college introduced add-on courses like YOGA, Vedic-Math, Ayurveda etc., which are age old knowledge systems developed in India, for the students. Our students, with the help of teachers has created several Clubs like nature club, health club, literary clubs etc. the activities undertaken by the students through these clubs have created an eco-system for innovation and creativity. To propagate the concept of transfer of knowledge and to undertake the social responsibility, the college has established a Kishan Mitra Cell in 2019 which helps the farmers of adjacent areas by providing soil testing facilities, totally free of cost, for their farmlands on continuous basis. The cell also provide crop suggestions to the farmers for their tested farmland. The college has signed several MOU's with several academic institutions which facilitate transfer of knowledge among the students and teachers.

File Description	Documents
Upload any additional information	No File Uploaded
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

19

File Description	Documents
Report of the event	View File
Any additional information	View File
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

0

File Description	Documents
URL to the research page on HEI website	https://bolpurcollege.edu.in/pages/research-committee , https://bolpurcollege.edu.in/pages/publications
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**

15

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**

15

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

The NCC and NSS units of Bolpur college organises the following extension activities:

- .Active participation in rally such as Safe Drive Save Life, Save Environment, Jal Shakti Abhiyaan, Privileges of being an Indian and many more as and when organised.
- Clean environment drive such as Swacch Bharat Abhiyaan.
- Visiting sick people in the hospital and distributing fruits, cloths etc.
- Educational lectures such as Beti Bacchao Beti Parao and other relevant topics as and when necessary.
- Conduct of seminar to sensitize students and staff in participation with Child Line.
- Traffic and crowd management during Durga Puja .
- Blood donation camps where cadets selflessly donate blood to save lives.
- Extending help during inauguration and organization of heritage old Pous Mela in Santiniketan.
- Educating girls on self-defence through regular karate classes.
- Improving health and health consciousness through celebration of International Day of Yoga and regular yoga classes.
- Periodic pledge taking to instil in cadets a sense of responsibility and commitment.

The Kishan Mitra Cell of Bolpur College helps the farmers of adjacent areas by providing soil testing facilities, totally free of cost, for their farmlands on continuous basis. The cell also provide crop suggestions to the farmers on the basis of their tested farmland. The Nature Club of the college also conducts many extension activities related to environment protection, plantation and cleaning.

File Description	Documents
Paste link for additional information	https://bolpurcollege.edu.in/pages/nss-1707726512
Upload any additional information	No File Uploaded

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

7

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

28

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

254

File Description	Documents
Report of the event	No File Uploaded
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

2

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

23

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.

Bolpur College sprawls over an area of 1.9 acres which provides ample facilities for carrying out good teaching-learning process. The institution caters to the needs of about 3650 students (AY-2022-23). We have 40 class rooms (including 13 ICT enabled classrooms), 6 Smart class rooms, one AC conference hall, one central library reading room, 15 departmental libraries, one ladies' common room, one gents common room, one student's union room, one room for alumni, one Health club room, one AC auditorium, one Cafeteria, one night guard room, 3 store rooms, one reading room in the library, one open stage for cultural activities, gymnasium & yoga centre and one dark room etc. All rooms are well ventilated & with necessary furniture and tools. The college has one virtual class room. The institution has 12 well equipped laboratories viz. i) Geography (2 nos.), ii) Botany (3 nos) , iii) Chemistry (2 nos) iv) Physics (3 nos) and v) Zoology lab (2 nos). The college has 1 central computer lab which is shared by Mathematics department also. The Department of Geography has a well-equipped computer lab with GIS facility. There are additionally 5 computer labs one each in the following departments: Physics, Commerce, Zoology, Botany and Chemistry.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://bolpurcollege.edu.in/uploads/1707476821_GLIMPSESOFINFRASTRUCTUREOFCOLLEGELibraryAuditorium Signed1.pdf

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

Cultural activities: Students and Teachers of the college actively participate in cultural activities of the college. Students have natural inclination and talent in literary and cultural events. The college owns basic music instruments, has an open stage for performance. Several very talented teachers sincerely train and advice students. To promote the spirit of literary and cultural activity among students clubs like literary club and cultural clubs has been established and they arrange several programs throughout the year. **Sports and Games:** Physical Education as one of the pass

course in UG the college has procured sports equipments of Rupees Six Lakhs (Approximately) with RUSA 2.0 grant. College has playground and also uses Stadium and playgrounds of the Municipality/ Jillah Parishad. College has provisions for indoor games including Chess, TT and Badminton. Gymnasium: The college has one multi-gym containing modern equipments. Yoga Centre: The college observes Yoga Day each year and is going to start Yoga Course soon. Additionally the college have created a Nature club to emphasise the need of clean and green environment and make our campus eco friendly.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://bolpurcollege.edu.in/pages/basic-facts-1666270755

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

19

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://bolpurcollege.edu.in/uploads/1707476821_GLIMPSESOFINFRASTRUCTUREOFCOLLEGELibraryAuditorium_Signed1.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

22.29

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

4.2 - Library as a Learning Resource

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

The college has a separate three storied library building of its own having ample space for library stacks and reading space. The central library using Integrated Library Management System (ILMS) since 2015. The Koha has been installed in the college library for automation and presently use version: 22.05.04.000. Koha is a full - featured open source Library Management software on Linux koha-ProLiant-ML10 5.15.0-84-generic #93~20.04.1-Ubuntu platform. It is customized web - based Inter face with full MARC Support (MARC 21 and UNIMARC) and include Z 39.50 server and client for data interchange. The library is fully automated with cloud based services of Koha. Students can search books online through WEB-OPAC. The college library uses advanced RFID technology for circulation of books since 2022. The college library is a member of NLIST program of the UGC - INFLIBNET centre for the purpose of accessing the electronic resource. The library of college has Online Public Access Catalogue (OPAC) which is accessible to the teachers, students and alumnus through library computers as well as WEB-OPAC in 24x7 mode from anywhere. Currently the library has a colleection of nearly 30,000 printed books andhas a good collection of print journals (25 nos. currently).

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://bolpurcollege-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 B. Any 3 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)

149357

File Description	Documents
Any additional information	No File Uploaded
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

51

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 whole campus is Wi-Fi enabled for the use of its stakeholders. The college campus uses Jio broadband internet & Alliance broadband lines (4 Nos.) which have bandwidths of 200 Mbps, 175 Mbps, 80 Mbps, 80 Mbps(optic fiber) respectively. The internet connection in whole college campus area is divided into 4 segments.

2. The following departments have separate internet lines: Main Office, Principal's Office, Bursar's Office, Examination Cell, Seminar Hall, Computer Laboratories, Smart Class Rooms and ICT rooms. 3. All the academic departments have been provided with wired routers to enable multi-user internet connection. Institutional funding is made available for renewing the Wi-Fi on a yearly basis. 4. The Internet Kiosk under the Library has a dedicated Jio internet and upload-download speed is 200 Mbps. Library has its own server to retain its data. 5. All computers are highly secured with Quick-Heal Total Security for Cyber Safety. 6. Separate Computer Laboratory has been set up for the students of Accountancy, Physics, Chemistry, Botany, Zoology and Geography Departments. All other students uses Central Computer Lab of the college. 7. There is a separate modern English Language Lab having 11 computers and projection facilities. 8. Library also has computer separate surfing/searching areas for students and teachers. 9. Total number of Computers and its configuration.: 125 with Windows 10 OS, I3 & I5 Intel processors 500GB/1 TB internal Storage

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bolpurcollege.edu.in/uploads/1707553389_infrastructuresatbolpurcollegeCOMPUTERLAB.pdf

4.3.2 - Number of Computers

125

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)

26.63

File Description	Documents
Upload any additional information	No File Uploaded
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.

Each Department discusses their requirement in the departmental meetings and forwards them to the higher authority. The requirement includes recurring laboratory expenditure; purchase of new equipments, computers, software, books and periodicals and other physical facilities. Purchase, keeping records and monitoring of maintenance is done by the teacher-in-charge of Physical Education. Purchases of bulk items have to be approved by the Purchase committee and follow government regulations like proper advertisement, seeking quotations or tender also uses e-tendering. Two separate teams of employees look after the day to day maintenance of physical & electrical items and computers including internet facilities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://bolpurcollege.edu.in/uploads/1706778484_listofcommittees.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1807

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

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

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

392

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://bolpurcollege.edu.in/uploads/1707570559_SOFTSKILLSETCREPORT_compressed2.pdf
Any additional information	No File Uploaded
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

2151

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

2151

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent

A. All of the above

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

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

45

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

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

5.2.2.1 - Number of outgoing student progression to higher education

124

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

4

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.

7

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

There was no elected Student Council in the college during the academic session 2022-2023 and therefore there was no direct involvement of Student Council in any academic or administrative activities. However, students were selected from different departments to assist teachers and staffs win all activities held during this session.

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

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

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

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The College has a registered Alumni Association under the West Bengal Act XXVI of 1961 and West Bengal Societies Registration Act, 1961. It has a good number of members, many of whom hold important positions in various fields such as teaching, entertainment, business, sports, politics, journalism, and law. The Alumni Association has taken several initiatives to support its community. The association has been given a room in the campus and they occasionally meet there to discussing on several issues related to the development of the college. The association annually contributes some funds to the college to aid needy students in their studies and also to award prizes to students who have shown excellence in their study or in sports and other related activities. One member of the alumni namely Shri Sadananda Nayak gives free football coaching to the boys of college football team. The members of the association actively participated in the feedback collection process of the college and share their opinion about the present situation of the college. Often many alumni are in position to provide jobs of our freshly graduated students. During COVID-19 pandemic situation the association helped the college in the arrangement of face masks distribution, sanitizer preparation and distribution and vaccine distribution camps in the campus. Overall, the College Alumni Association has taken several steps to support its community, including providing financial aid, staying connected with its alumni, addressing the COVID-19 pandemic and making the campus clean and green by providing plants and fences to the college.

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

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

The college is continuously expanding and upgrading its academic infrastructure to satisfy the needs of local students. Curriculum in one programme is extended to PG level. Authority is well aware of the importance of e-learning and so steps are taken to create ICT facilities and to encourage the stakeholders to adopt new methods of teaching learning. Laboratories are renovated, upgraded and expanded so that Science and technology can be taught with enough resources in future. Library is also modernized through implementation of KOHA ILM, purchase of books and journal and subscribing N-List. RFID technology has been implemented. An awareness program on NEP was held on 19.05.2023. The Governing Body is the highest Body of Management of the college that comprises representatives of the Government, representative of West Bengal State Council of Higher Education, representatives of the affiliating University, Teachers' representative of the college and Non-teaching staff representative. Hence, the management is representative in nature. Students and other stake holders are often involved in important decision making like renovation of the existing premises, organizing extra-curricular activities, performing cultural programmes, etc. The Governing Body has set up a number of sub-committees like admission committee, anti-ragging cell, grievance cell, women's cell, disciplinary committee etc. to take decisions and advise the management on crucial issues keeping in view the overall development and improvement of quality of the institution. The college has a definite short term and long term perspective plan for the holistic

development of the institute.

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

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

(I) The Governing Body is the highest Body of Management of the college that comprises representatives of the Government, the affiliating University including Teachers of the college as well as from other colleges representing the affiliating university and Non-teaching staff. Hence, the management is participatory in nature. Students and other stake holders are also involved in important decision making like renovation of the existing premises, organizing extra-curricular activities, performing cultural programmes, etc.

(II) The Governing Body has set up a number of sub-committees to take decisions and advise the management on crucial issues keeping in view the overall development and improvement of quality of the institution.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has introduced 18 value based and skill enhancement add on programmes in AY 2022-23. Emphases were given on Spoken English, and Career Counseling. Use ICTs and innovative methods in teaching remained our priority. For fair, transparent and innovative evaluation process (1) Examcell has been set up to supervise the examinations and notify all information in college website. (2) Innovative evaluation processes were adopted through discussions in departmental meeting Encouragement towards original research work resulted in publication of papers(13), Publication of books and book chapters(17), paper presentation in seminars(11) and Ph. D guidance(2). For modernization of the College library, it is

upgraded and automated through installation of KOHA ILMS. RFID technology is going to be implemented soon. By utilizing RUSA 2.0 fund optimally development of ICT/ Physical Infrastructure / Instrumentation has been completed following the recommendations of NAAC. New students' centre is likely to be completed very soon. In order to improve quality of human resource teachers were encouraged and given opportunity to attend OP/RC/STCs and pursue for Ph.D degree. 15 teachers have completed these courses during the 2022-2023 session. For fairness and transparency Admission for 2022-2023 was fully online and strictly followed the guidelines of UGC, the affiliating university and the DHE, Govt. of West Bengal including reservation regulations. All information was available in the College website during the admission process.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://bolpurcollege.edu.in/pages/our-future-plan
Upload any additional information	No File Uploaded

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

The highest statutory body of the college is Governing Body comprising teachers' representatives, Non-teaching staff's representative, nominees from state government, higher education department and affiliating university. GB formed several sub-committees including Finance, Building, Purchase for taking decisions and supervising day to day activities on behalf of GB. For all academic and student related issues primarily come under the purview Teachers' Council (TC) which is also a statutory body. TC actively makes policies following all the guidelines of the affiliating university, Higher Education department of WB and other authorities. TC also oversees implementation of them. TC forms sub-committees including Admission, Examination, Library, Academic which function on behalf of TC. The College has also constituted Grievance Cell, Anti-ragging Cell, Women's Cell, PMU (for RUSA 2.0) to deal specific issues. Apart from these sub-committees the College has also several clubs like Nature Club, Sports Club, Cultural Club. Teachers, NTS and particularly Students are actively involved in these clubs. Appointments in substantive posts are carried out according to the government regulation and follow all Service rules.

File Description	Documents
Paste link for additional information	https://bolpurcollege.edu.in/uploads/1706778484_listofcommittees.pdf
Link to Organogram of the institution webpage	https://bolpurcollege.edu.in/pages/administrative-structure
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
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

Our institution is committed to provide effective welfare measures for its own human resources, its teaching and non-teaching staff. The following welfare measures have been initiated in this regard

1. General Provident Fund for all the teaching and non-teaching staff is ensured through Government Treasury as per Government rules. Pension benefits are well streamlined and efforts are made to disburse pension and gratuity benefits to the retired employee at the earliest.
2. All types of leave are allowed as per the University Statute and Government regulations. It includes maternity leave and Child care leave too. Leave accounts are maintained properly so that no staff member faces any difficulty at any point of time during and after the service period.
3. There is an employees' credit co-operative society which gives loans to all its members for house-building and for other expediencies like medical expenses, children

education etc. (5) The staff members are entitled to enjoy the indoor games and Gymnasium facilities provided by the college at their leisure time. The college has a canteen where food, snacks are available to the staff at a subsidized /reasonable prices. (6) The institution actively ensures the professional developments of its faculty members through sponsoring them for Refreshers Course, Orientation Programmes, Short term courses and approved institutions and also encourages them publish papers in seminar/ conferences. Administrative Training, Financial Management Training, Internal Management Training, Software Training has been periodically arranged by the college for Teaching and non-teaching staff.

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

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

5

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	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

85

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

18

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	No File Uploaded
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

Performance appraisal: I. Self-Appraisal: All the teachers of the college are to fill up Self-Appraisal form every year. The form is structured on the basis of the 'Performance Based Appraisal System' format. The form contains (1) General information, (2) Information regarding Teaching, Learning and Evaluation Related Activities, (3) Information regarding Co-Curricular, Extension and Professional

Development Related Activities and (4) Information regarding Research and Academic Contributions. From this information Academic Performance Indicators (API) is calculated that shows the progress.

II. Academic Audit: The College undergoes academic audit for 2021-2022 onwards. Internal audit was done by the IQAC and it was also audited by duly formed Academic Audit Committee. Online and Offline teachers performance appraisal from students and alumni is regularly done by the institution. Reports on performance appraisal are available on the college website with action taken report. 360 Teachers performance appraisal system has been under force since 2021-22 sessions giving a detailed all-round teacher's performance are available through software.

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

6.4 - Financial Management and Resource Mobilization

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

The college conducts regular internal and external audit of its accounts. The external audit is conducted by statutory auditor every two years and the auditors are appointed by the DPI, Education Directorate of Government of West Bengal. The yearly audit reports are submitted to the DPI, Govt. of West Bengal The DDO supervises the regular maintenance and updating of the books of accounts. The accounts of the college have been audited by the statutory auditors up to 2019-20. Accounts of the college have been internally audited for 2020-2021, 2021-22, 2022-23. They are ready for Statutory Government Audit. It can be completed as soon as the government appoints auditor.

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)

0

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

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

Standing strategy for mobilization of fund is to invite donations from employees, ex-students and philanthropist especially from the local community for specific account. Utilization of the fund is monitored by respective committees (Building committee/ Purchase committee etc.) in order to minimize the cost of procurement / installation.

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

6.5 - Internal Quality Assurance System

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

Contributions of IQAC

a) IQAC conducted meetings with the teachers at regular intervals where the teachers were instructed to keep records of all the matters including teaching learning. b) Data were maintained at individual level, department level and institutional level. c) IQAC circulates self appraisal form which contains all aspects of their involvement in the college including teaching and learning. From this API could be calculated and individual teacher's progress could be measured. Teachers are also requested to provide information regarding their involvement in BOS, fieldwork/ project work or

anything that they find important to mention. d) IQAC also circulates formats to each departments every year to collect data regarding (i) admission, (ii) results of end semester, (iii) field survey/ project work, (iv) Use of ICTs in classes, (v) Seminar/ workshops organized, (vi) Students? progression to higher/ technical education or employment. e) IQAC has organized eight Seminars and Workshops which included Workshops on NAAC accreditation, Seminars on NEP, Research Methodology and IPR. f) Information regarding development of academic infrastructure is also collected from the Library, Laboratories, Computer Labs and Language lab. g) Finally all information are compiled and recorded in (a) College Annual Report, (b) AQAR, (c) NIRF portal and (d) Academic Audit.

File Description	Documents
Paste link for additional information	https://bolpurcollege.edu.in/pages/initiativ-e-of-igac
Upload any additional information	No File Uploaded

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

QAC conducts meetings with the teachers at regular intervals where the teachers were instructed to keep records of all the matters including teaching learning. Data are maintained at individual level, department level and institutional level. IQAC circulates self appraisal form which contains all aspects of their involvement in the college including teaching and learning. From this API could be calculated and individual teacher's progress could be measured. Teachers are also requested to provide information regarding their involvement in BOS, fieldwork/ project work or anything that they find important to mention. IQAC also circulates formats to each departments every year to collect data regarding (i) admission, (ii) results of end semester, (iii) field survey/ project work, (iv) use of ICTs in classes, (v) Seminar/ workshops organized (vi) Students progression to higher/ technical education or employment. Information regarding development of academic infrastructure is also collected from the Library, Laboratories, Computer Labs and Language lab. Finally all information are compiled and recorded in (a) College Annual Report, (b) AQAR, (c) NIRF portal and (d) Academic Audit. Academic audit of 2022-23 was done.

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

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://bolpurcollege.edu.in/uploads/1713608310_CollegeAnnualReport2022-2023.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender equity and women empowerment education and skill enhancement is one of the thrust areas of Bolpur College. The College has a Women's Cell which is actively engaged in gender sensitization activities, organising seminars related to awareness, gender equity and health issues related to women. It also conducts the Gender Audit to assess the present situation of female stakeholders of the college. Some major activities of women's cell in AY 2022-23 are listed below:

- Interaction programme on challenges faced by girl students,

dated 24/08/2022.

- Informative session on Vishakha guidelines, dated 07/12/2022: An informative discussion was made on Vishakha guidelines and students were aware about the same.
- Celebration of International Women's Day held on 22/03/2023: An informative discussion was made on Vishakha guidelines and students were aware about the same.

Orientation and Interaction Programme, dated 23/06/2023: Mrs. Chandra Mukhopadhyay, a retired teacher and an independent researcher was invited to deliver a lecture on women's folk song.

Not only the female students, the cell also recommends the best woman staff of the year on Women's Day and she is felicitated by the Principal.

The College has arranged self-defence training for female students to grow confidence in them and to empower them with self projection techniques.

The college has created a ragging free campus with 24hrs CCTV surveillance throughout the campus. Bolpur college has also created sufficient sports and Yoga facilities for all.

File Description	Documents
Annual gender sensitization action plan	https://bolpurcollege.edu.in/naac_dvv/assets/naac_document/Women_Cell_Report_Final_Signed.pdf , https://bolpurcollege.edu.in/naac_dvv/assets/naac_document/Gender_Audit_Final_Signed.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://bolpurcollege.edu.in/pages/anti-sexual-harassment-cell , https://bolpurcollege.edu.in/uploads/1707140602_42021-22.pdf

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

A. 4 or All of the above

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

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Bolpur College Nature Club took initiatives for collecting solid wastes from its campus and dispose them properly with the help of Bolpur Municipality [On the basis of MOU]. Green dustbins are used for dumping biodegradable daily wastes that are picked up by Bolpur Municipality. E-wastes are also collected from college and properly disposed by an organisation "Vital Waste" (On the basis of MOU). Liquidwaste are treated by liquid waste treatment plant (Capacity 50 liters per day) maintained by chemistry department of Bolpur College.

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 **B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **B. Any 3 of the above**

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

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

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

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
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

C. Any 2 of the above

5.

Provision for enquiry and information :
Human assistance, reader, scribe, soft copies of
reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	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).

The vision and mission of Bolpur College is aimed towards creating an inclusive environment through the implementation of proper education to all students coming from all parts of the society irrespective of class, religion and culture. For this it has adopted certain policies: The college observes many important days such as Netaji's Birthday, Republic Day, Women's Day, Independence Day, National Science day, National Mathematics day, Tree plantation ceremonies, International mother tongue day etc. to nurture the sense of tolerance, peace and harmony, patriotism in one hand and gender equity, scientific temper, tolerance towards linguistic and cultural differences on the other hand. Various cultural programmes advocating tolerance, peace and harmony are organized on these days which advocate cultural and linguistic harmony among the students. Additionally, the National Service Scheme (NSS) and the National Cadet Corps (NCC), units arrange activities and parades that promote unity, and solidarity to provide service to underprivileged segments of society. Students learn and practice duties and responsibilities of citizen by providing community services to the people of the adopted villages through NSS. Through electoral literacy clubs and youth parliament competitions, the students learn their democratic rights as a responsible citizen of India. Realising the importance of equal opportunity, the college offers scholarships and financial aid to students from economically weaker section of the societies. To assist accessibility, the college has erected ramps, procured wheelchairs and created Divyang (differently abled) toilet/ bathrooms, ensuring that those with impairments can navigate the

campus with ease.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

The College has a set of instructions on "Dos and Don'ts" for the student that is mentioned in the Prospectus of the College and is uploaded in the College website. There was some instruction for the Parents also. Service rule for teachers and non-teaching staff include code of conduct. During the orientation programme of newly admitted students these "Dos and Don'ts" are demonstrated and elaborated. Code of conduct for Teachers, Non-teaching Staff and Students is uploaded on the college website. Governing Body and the Teachers Council are empowered by the statute of the affiliating university to take proper measure in this respect.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://bolpurcollege.edu.in/pages/code-of-conduct
Any other relevant information	Nil

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

4. Annual awareness programmes on Code of Conduct are organized

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

Bolpur College celebrates several National and International commemorative days such as:1. Birthday of Netaji Subhash Chandra Bose Birthday of Netaji Subhash Chandra Bose was celebrated on 23.01.2022 by floral tribute, march past and cultural activities like every year, with the assistance of NCC unit of the college. 2. Republic Day Republic Day was celebrated on 26.01.2022by flag hoisting, march past and cultural activities like every year, with the assistance of NCC unit of the college. 3. National ScieceDay In order to observe Sir C. V. Raman's Discovery National Science Day was observed on 28.02.2021 by means of essay writing competition, and seminar lecture.4. International Women's Day was onbserved by Women's Cell on 08.03.2022. 5. International mother tongue day 6. World environment Day, 7. World Water Day 8. National Mathematics Day etc to name a few

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

1. Green Activity: Getting Aware for a Sustainable Future

"Bolpur College Nature Club" has the following features: (i) The Club has a Core Committee that acts as the "College Environmental Committee". (ii) Any stakeholder of this college may become general member of this club. (iii) A badge of Nature Club will be given to every club member. (iv) Green activities of the club include outreach programmes, awareness programmes and observation important dates throughout the year. (v) The club took initiative in conducting Green & Environment Audit and Energy Audit. (vi) The club could raise its own fund by its own mechanism to meet the expenses required for different activities

https://bolpurcollege.edu.in/uploads/1707741541_BestPracticeonNatureClub.pdf

BEST PRACTICE- 2

1. Smart Library for Smart Users.

Activities of Bolpur College Library includes: • Documents searching facility through Web OPAC • Access of Open Educational Resources through library portal • Wi-Fi enabled internet facilities • QR Code scanning facility for accessing library resources • Remote Access • Anti-plagiarism Checking & impact factor reading • Reprography Services • Career Counseling Service • Rare Book collection Record • Book Exhibition • Download Facility of Syllabus & Old question papers.

The unique feature of the library is its RFID Technology as well as Koha cloud enabling remote access to its users. Users now can access library website only by scanning the QR Code of library available in different parts of the college.

https://bolpurcollege.edu.in/uploads/1707395898_BestPracticelibraryforCollegeWebsite.pdf

File Description	Documents
Best practices in the Institutional website	https://bolpurcollege.edu.in/pages/best-practices-of-the-college-1685441621
Any other relevant information	Nil

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

Kishan Mitra Cell, Bolpur College

Agriculture is considered as the backbone of Indian economy as it contributes about 17% to the total GDP and provides employment to over 60% of the population. Economic transformation of a developing country like India crucially depends on performance of its agriculture and its allied sector.

Majority of the students of our college reside in villages and are of agricultural background. So some kind of extension activity involving the interest of the farmers would have been a great gesture on behalf of our college. Agricultural productivity largely depends on the farmland quality, and a soil test is thus of utmost importance. This may be done in the laboratory of Geography department of this college, where we have soil testing kits. It was decided that college will help the farmers of adjacent areas by providing soil testing facilities, totally free of cost, for their cultivated lands. To execute this programme on continual basis Kishan Mitra Cell of Bolpur College was formed on 17.04.2019.

Objectives The objectives of the cell were determined and are as follows: ? To help the farmers to choose the appropriate crops to be cultivated. ? To help the farmers to frame a more suitable crop rotation system. ? To inform the farmers about the particular type of fertilizer required in his cultivated land. ? To inform the farmers about the quantity of a particular type of fertilizer required.

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

The College is affiliated under The University of Burdwan, and is following the CBCS since 2017-18. The delivery and documentation process of the college is briefly stated below: Maximum number of courses offered by each department. Academic calendar incorporating all the curricular, co-curricular and extra-curricular activities. Synchronized master routines for different courses prepared by the Routine Committee formed by the Teachers' Council. Orientation programmes are arranged for all the newly admitted students at the beginning of the course. Lesson plans are prepared by each department. Special care is taken to reach every student and teachers extensively applied ICT and provided study materials and links to share documents. Allotment of sufficient number of practical classes for the laboratory based subjects was done. Laboratories have also been upgraded and modernized with new equipments. Sufficient number of affiliating university prescribed books has been procured. Separate computer labs were created according to the CBCS curriculum. Emphasis on the area of environmental issues by appointing subject coordinator to control and monitor all the project works and theory classes very systematically and meticulously.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The institution prepares a semester-wise academic calendar for both teaching and internal evaluation programmes. A system of regular internal evaluation following the academic calendar, the

results of which are included in the final mark-sheet, is in place. Teachers also made assessments of individual students on their own and compared them with the final results.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://bolpurcollege.edu.in/uploads/1683197929_AcademicCalendar2022-2023.pdf

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

7

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)

18

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

3622

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

1.3 - Curriculum Enrichment

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

The University of Burdwan prescribed curriculum includes in its different segments and components of cross-cutting issues of Professional Ethics, Gender and Human Values, Environment and Sustainability. BC ensures all-round development of students including cognitive potential, creativity, rationality, sense of equality in terms of gender, class and caste, ethical, moral and

human values of universal import, respect for Indian and other cultures as well as sensitivity to the future of the earth. The segments of the syllabi that bear implications of the cross-cutting issues are:

1. Environmental Studies is a compulsory part of all courses, the college mainstreams, implements and evaluates environmental and sustainability issues & problems through theoretical studies and project work. The college also uses solar power and undertakes water-preservation programmes. Further, environmental issues are also covered by other subjects.

2. Gender issues are circulated and sensitized through campaigns and programmes such as the Women's Day, lectures and discussions of women's problems, the alert vigilance by the college Women's Cell, the options to register complaints at the Grievance Redressal Cell, Self-defence Training; posters are also put up against sexual harassment and feedback on this issue is solicited from students and guardians.

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

9

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
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

1958

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

A. All of the above

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

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	https://bolpurcollege.edu.in/pages/feedback-report
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	
1806	
File Description	Documents
Any additional information	No File Uploaded
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	
880	
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	
The institution frequently organizes department-wise internal assessment to understand learning progress of the students and	

identifies slow and advanced learners on the basis of their performance. Each department then organizes remedial classes for the slow learners and advance coaching classes related to different competitive entrance tests for the fast learners. Departmental student seminars are arranged to excel the skills, knowledge and to enhance their interest.

File Description	Documents
Paste link for additional information	https://bolpurcollege.edu.in/uploads/1707118020_PO-CO-NEW.pdf
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
3646	67

File Description	Documents
Any additional information	No File Uploaded

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

For interactive and effective learning, teachers involve students in field based studies, visits to different places to gather knowledge. Students are getting experienced with various experimental works and data analysis, and group activities. They also participate in science fair by preparing scientific models and charts, or poster presentation. Interested students are provided with the opportunity to conduct student seminars.

File Description	Documents
Upload any additional information	No File Uploaded
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

Teachers use modern ICT tools available in our institution for effective teaching. Our institution provides 12 ICT enabled class rooms, one smart classroom. Moreover, we have 4 classrooms and 1 conference room with large panel-boards, which aids in interactive participation of students during teaching. We have also a well-equipped language laboratory for literature students. Our institution has access to NLIST database for e-journals, which is used by both teachers and students to enrich their knowledge.

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

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

2.3.3.1 - Number of mentors

43

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

67

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

37

File Description	Documents
Any additional information	No File Uploaded
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

863

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.

Instructions of our affiliated University (The University of Burdwan) regarding continuous assessment are strictly followed. Internal assessments are conducted in form of class test, home assignment, seminar presentation and also online test and viva-voce during the pandemic situation. As continuous assessment for all the papers excluding ENVS is mandatory, the process was completed in due time under the supervision of exam sub-committee and marks were uploaded in the university portal within stipulated period. Projects for ENVS were offered to all the semester I (Hons and Gen) students under the supervision of 43 faculty members which is also a part of internal assessment.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://bolpurcollege.edu.in/pages/grievance-and-suggestion-box

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

Student attendance is meticulously kept and marks are awarded accordingly. Award list of internal assessment of each paper is displayed in the concerned departmental notice board and assessed answer scripts are provided to the students to check their performance.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://bolpurcollege.edu.in/uploads/1704767722_grivance-cell-report.pdf

2.6 - Student Performance and Learning Outcomes

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

Our college organizes an induction programme every year for newly admitted students to aware them about the detailed structure of the courses. The syllabi are available in the website of our affiliated university and different course outcomes are uploaded in our institutional website for easy access to the students. Moreover academic calendars for each semester are published well ahead of commencement of each semester to provide tentative

schedule of internal assessments and other year-around programmes to the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://bolpurcollege.edu.in/uploads/17071_18020_PO-CO-NEW.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.

Several meetings of academic council are conducted on regular basis to know the progress of teaching-learning process at individual departments. Besides, frequent parent-teacher meetings are also conducted to make them aware about student progression. Additionally job-oriented seminars and career-counseling programmes are also organized for final semester students. Moreover, interested students from final semester are also get prepared for different competitive examinations. Every year a good number of students choose to pursue higher education after completing their course from our institution.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://bolpurcollege.edu.in/uploads/17071_18020_PO-CO-NEW.pdf

2.6.3 - Pass percentage of Students during the year

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

545

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://www.bolpurcollege.edu.in/naac_dvv/assets/naac_document/certificate-controller-bu.pdf

2.7 - Student Satisfaction Survey

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

https://bolpurcollege.edu.in/uploads/1714198972_sss-2022-23.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

1

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

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

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

0

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

3.2 - Innovation Ecosystem

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

Bolpur College has been working continuously for creating an innovative environment and development of good practices for the benefit for students, faculties and society at large. In order to provide service to the society, various activities and initiatives has been taken up. Some of them are as follows: Bolpur College encourages its students to create new knowledge and ideas apart from obtaining knowledge from the syllabus. In order to fulfil its mission the college introduced add-on courses like YOGA, Vedic-Math, Ayurveda etc., which are age old knowledge systems developed in India, for the students. Our students, with the help of teachers has created several Clubs like nature club, health club, literary clubs etc. the activities undertaken by the students through these clubs have created an eco-system for innovation and creativity. To propagate the concept of transfer of knowledge and to undertake the social responsibility, the college has established a Kishan Mitra Cell in 2019 which helps the farmers of adjacent areas by providing soil testing

facilities, totally free of cost, for their farmlands on continuous basis. The cell also provide crop suggestions to the farmers for their tested farmland. The college has signed several MOU's with several academic institutions which facilitate transfer of knowledge among the students and teachers.

File Description	Documents
Upload any additional information	No File Uploaded
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

19

File Description	Documents
Report of the event	View File
Any additional information	View File
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

0

File Description	Documents
URL to the research page on HEI website	https://bolpurcollege.edu.in/pages/research-committee , https://bolpurcollege.edu.in/pages/publications
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

15

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

15

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

The NCC and NSS units of Bolpur college organises the following extension activities:

- .Active participation in rally such as Safe Drive Save Life, Save Environment, Jal Shakti Abhiyaan, Privileges of being an Indian and many more as and when organised.
- Clean environment drive such as Swacch Bharat Abhiyaan.
- Visiting sick people in the hospital and distributing fruits, cloths etc.
- Educational lectures such as Beti Bacchao Beti Parao and other relevant topics as and when necessary.
- Conduct of seminar to sensitize students and staff in participation with Child Line.
- Traffic and crowd management during Durga Puja .
- Blood donation camps where cadets selflessly donate blood to save lives.
- Extending help during inauguration and organization of heritage old Pous Mela in Santiniketan.
- Educating girls on self-defence through regular karate classes.
- Improving health and health consciousness through celebration of International Day of Yoga and regular yoga classes.
- Periodic pledge taking to instil in cadets a sense of responsibility and commitment.

The Kishan Mitra Cell of Bolpur College helps the farmers of adjacent areas by providing soil testing facilities, totally free of cost, for their farmlands on continuous basis. The cell also provide crop suggestions to the farmers on the basis of their tested farmland. The Nature Club of the college also conducts many extension activities related to environment protection, plantation and cleaning.

File Description	Documents
Paste link for additional information	https://bolpurcollege.edu.in/pages/nss-1707726512
Upload any additional information	No File Uploaded

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

7

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

28

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

254

File Description	Documents
Report of the event	No File Uploaded
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

2

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

23

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.

Bolpur College sprawls over an area of 1.9 acres which provides ample facilities for carrying out good teaching-learning process. The institution caters to the needs of about 3650 students (AY-2022-23). We have 40 class rooms (including 13 ICT enabled classrooms), 6 Smart class rooms, one AC conference hall, one central library reading room, 15 departmental libraries, one ladies' common room, one gents common room, one student's union room, one room for alumni, one Health club room, one AC auditorium, one Cafeteria, one night guard room, 3 store rooms, one reading room in the library, one open stage for cultural activities, gymnasium & yoga centre and one dark room etc. All rooms are well ventilated & with necessary furniture and tools. The college has one virtual class room. The institution has 12 well equipped laboratories viz. i) Geography (2 nos.), ii) Botany (3 nos) , iii) Chemistry (2 nos) iv) Physics (3 nos) and v) Zoology lab (2 nos). The college has 1 central computer lab which is shared by Mathematics department also. The Department of Geography has a well-equipped computer lab with GIS facility. There are additionally 5 computer labs one each in the following departments: Physics, Commerce, Zoology, Botany and Chemistry.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://bolpurcollege.edu.in/uploads/1707476821_GLIMPSESOFINFRASTRUCTUREOFCOLLEGELibraryAuditorium_Signed1.pdf

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

Cultural activities: Students and Teachers of the college actively participate in cultural activities of the college. Students have natural inclination and talent in literary and cultural events. The college owns basic music instruments, has an open stage for performance. Several very talented teachers sincerely train and advice students. To promote the spirit of

literary and cultural activity among students clubs like literary club and cultural clubs has been established and they arrange several programs throughout the year. Sports and Games: Physical Education as one of the pass course in UG the college has procured sports equipments of Rupees Six Lakhs (Approximately) with RUSA 2.0 grant. College has playground and also uses Stadium and playgrounds of the Municipality/ Jillah Parishad. College has provisions for indoor games including Chess, TT and Badminton. Gymnasium: The college has one multi-gym containing modern equipments. Yoga Centre: The college observes Yoga Day each year and is going to start Yoga Course soon. Additionally the college have created a Nature club to emphasise the need of clean and green environment and make our campus eco friendly.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://bolpurcollege.edu.in/pages/basic-facts-1666270755

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

19

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://bolpurcollege.edu.in/uploads/1707476821_GLIMPSESOFINFRASTRUCTUREOFCOLLEGLibraryAuditorium Signed1.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

22.29

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

4.2 - Library as a Learning Resource

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

The college has a separate three storied library building of its own having ample space for library stacks and reading space. The central library using Integrated Library Management System (ILMS) since 2015. The Koha has been installed in the college library for automation and presently use version: 22.05.04.000. Koha is a full - featured open source Library Management software on Linux koha-ProLiant-ML10 5.15.0-84-generic #93~20.04.1-Ubuntu platform. It is customized web - based Inter face with full MARC Support (MARC 21 and UNIMARC) and include Z 39.50 server and client for data interchange. The library is fully automated with cloud based services of Koha. Students can search books online through WEB-OPAC. The college library uses advanced RFID technology for circulation of books since 2022. The college library is a member of NLIST program of the UGC - INFLIBNET centre for the purpose of accessing the electronic resource. The library of college has Online Public Access Catalogue (OPAC) which is accessible to the teachers, students and alumnus through library computers as well as WEB-OPAC in 24x7 mode from anywhere. Currently the library has a collection of nearly 30,000 printed books and has a good collection of print journals (25 nos. currently).

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://bolpurcollege-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-

B. Any 3 of the above

resources	
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)	
149357	
File Description	Documents
Any additional information	No File Uploaded
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	
51	
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 whole campus is Wi-Fi enabled for the use of its stakeholders. The college campus uses Jio broadband internet & Alliance broadband lines (4 Nos.) which have bandwidths of 200	

Mbps, 175 Mbps, 80 Mbps, 80 Mbps(optic fiber) respectively. The internet connection in whole college campus area is divided into 4 segments. 2. The following departments have separate internet lines: Main Office, Principal's Office, Bursar's Office, Examination Cell, Seminar Hall, Computer Laboratories, Smart Class Rooms and ICT rooms. 3. All the academic departments have been provided with wired routers to enable multi-user internet connection. Institutional funding is made available for renewing the Wi-Fi on a yearly basis. 4. The Internet Kiosk under the Library has a dedicated Jio internet and upload-download speed is 200 Mbps. Library has its own server to retain its data. 5. All computers are highly secured with Quick-Heal Total Security for Cyber Safety. 6. Separate Computer Laboratory has been set up for the students of Accountancy, Physics, Chemistry, Botany, Zoology and Geography Departments. All other students uses Central Computer Lab of the college. 7. There is a separate modern English Language Lab having 11 computers and projection facilities. 8. Library also has computer separate surfing/searching areas for students and teachers. 9. Total number of Computers and its configuration.: 125 with Windows 10 OS, I3 & I5 Intel processors 500GB/1 TB internal Storage

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bolpurcollege.edu.in/uploads/1707553389_infrastructuresatbolpurcollegeCOMPUTERLAB.pdf

4.3.2 - Number of Computers

125

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)

26.63

File Description	Documents
Upload any additional information	No File Uploaded
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.

Each Department discusses their requirement in the departmental meetings and forwards them to the higher authority. The requirement includes recurring laboratory expenditure; purchase of new equipments, computers, software, books and periodicals and other physical facilities. Purchase, keeping records and monitoring of maintenance is done by the teacher-in-charge of Physical Education. Purchases of bulk items have to be approved by the Purchase committee and follow government regulations like proper advertisement, seeking quotations or tender also uses e-tendering. Two separate teams of employees look after the day to day maintenance of physical & electrical items and computers including internet facilities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://bolpurcollege.edu.in/uploads/1706778484_listofcommittees.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1807

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

392

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://bolpurcollege.edu.in/uploads/1707570559_SOFTSKILLSETCREPORT_compressed2.pdf
Any additional information	No File Uploaded
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	
2151	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
2151	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent	A. All of the above

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

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

45

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

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

5.2.2.1 - Number of outgoing student progression to higher education

124

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

4

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.

7

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

There was no elected Student Council in the college during the academic session 2022-2023 and therefore there was no direct involvement of Student Council in any academic or administrative activities. However, students were selected from different departments to assist teachers and staffs win all activities held during this session.

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

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

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

58

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The College has a registered Alumni Association under the West Bengal Act XXVI of 1961 and West Bengal Societies Registration Act, 1961. It has a good number of members, many of whom hold important positions in various fields such as teaching, entertainment, business, sports, politics, journalism, and law. The Alumni Association has taken several initiatives to support its community. The association has been given a room in the campus and they occasionally meet there to discussing on several issues related to the development of the college. The association annually contributes some funds to the college to aid needy students in their studies and also to award prizes to students who have shown excellence in their study or in sports and other related activities. One member of the alumni namely Shri Sadananda Nayak gives free football coaching to the boys of college football team. The members of the association actively participated in the feedback collection process of the college and share their opinion about the present situation of the college. Often many alumni are in position to provide jobs of our freshly graduated students. During COVID-19 pandemic situation the association helped the college in the arrangement of face masks distribution, sanitizer preparation and distribution and vaccine distribution camps in the campus. Overall, the College Alumni Association has taken several steps to support its community, including providing financial aid, staying connected with its alumni, addressing the COVID-19 pandemic and making the campus clean and green by providing plants and fences to the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded
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	
<p>The college is continuously expanding and upgrading its academic infrastructure to satisfy the needs of local students. Curriculum in one programme is extended to PG level. Authority is well aware of the importance of e-learning and so steps are taken to create ICT facilities and to encourage the stakeholders to adopt new methods of teaching learning. Laboratories are renovated, upgraded and expanded so that Science and technology can be taught with enough resources in future. Library is also modernized through implementation of KOHA ILM, purchase of books and journal and subscribing N-List. RFID technology has been implemented. An awareness program on NEP was held on 19.05.2023. The Governing Body is the highest Body of Management of the college that comprises representatives of the Government, representative of West Bengal State Council of Higher Education, representatives of the affiliating University, Teachers' representative of the college and Non-teaching staff representative. Hence, the management is representative in nature. Students and other stake holders are often involved in important decision making like renovation of the existing premises, organizing extra-curricular activities, performing cultural programmes, etc. The Governing Body has set up a number of sub-committees like admission committee, anti-ragging cell, grievance cell, women's cell, disciplinary committee etc. to take decisions and advise the management on crucial issues keeping in view the overall development and improvement of quality of the</p>	

institution. The college has a definite short term and long term perspective plan for the holistic development of the institute.

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

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

(I) The Governing Body is the highest Body of Management of the college that comprises representatives of the Government, the affiliating University including Teachers of the college as well as from other colleges representing the affiliating university and Non-teaching staff. Hence, the management is participatory in nature. Students and other stake holders are also involved in important decision making like renovation of the existing premises, organizing extra-curricular activities, performing cultural programmes, etc. (II) The Governing Body has set up a number of sub-committees to take decisions and advise the management on crucial issues keeping in view the overall development and improvement of quality of the institution.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has introduced 18 value based and skill enhancement add on programmes in AY 2022-23. Emphases were given on Spoken English, and Career Counseling. Use ICTs and innovative methods in teaching remained our priority. For fair, transparent and innovative evaluation process (1) Examcell has been set up to supervise the examinations and notify all information in college website. (2) Innovative evaluation processes were adopted through discussions in departmental meeting Encouragement towards original research work resulted in publication of papers(13), Publication of books and book chapters(17), paper presentation in

seminars(11) and Ph. D guidance(2). For modernization of the College library, it is upgraded and automated through installation of KOHA ILMS. RFID technology is going to be implemented soon. By utilizing RUSA 2.0 fund optimally development of ICT/ PhysicalInfrastructure / Instrumentation has been completed following the recommendations of NAAC. New students' centre is likely to be completed very soon. In order to improve quality of human resource teachers were encouraged and given opportunity to attend OP/RC/STCs and pursue for Ph.D degree. 15 teachers have completed these courses during the 2022-2023session. For fairness and transparency Admission for 2022-2023was fully online and strictly followed the guidelines of UGC, the affiliating university and the DHE, Govt. of West Bengal including reservation regulations. All information was available in the College website during the admission process.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://bolpurcollege.edu.in/pages/our-future-plan
Upload any additional information	No File Uploaded

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

The highest statutory body of the college is Governing Body comprising teachers' representatives, Non-teaching staff's representative, nominees from state government, higher education department and affiliating university. GB formed several sub-committees including Finance, Building, Purchase for taking decisions and supervising day to day activities on behalf of GB. For all academic and student related issues primarily come under the purview Teachers' Council (TC) which is also a statutory body. TC actively makes policies following all the guidelines of the affiliating university, Higher Education department of WB and other authorities. TC also oversees implementation of them. TC forms sub-committees including Admission, Examination, Library, Academic which function on behalf of TC. The College has also constituted Grievance Cell, Anti-ragging Cell, Women's Cell, PMU (for RUSA 2.0) to deal specific issues. Apart from these sub-committees the College has also several clubs like Nature Club, Sports Club, Cultural Club. Teachers , NTS and particularly

Students are actively involved in these clubs. Appointments in substantive posts are carried out according to the government regulation and follow all Service rules.

File Description	Documents
Paste link for additional information	https://bolpurcollege.edu.in/uploads/1706778484_listofcommittees.pdf
Link to Organogram of the institution webpage	https://bolpurcollege.edu.in/pages/administrative-structure
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
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

Our institution is committed to provide effective welfare measures for its own human resources, its teaching and non-teaching staff. The following welfare measures have been initiated in this regard 1.General Provident Fund for all the teaching and non-teaching staff is ensured through Government Treasury as per Government rules. Pension benefits are well streamlined and efforts are made to disburse pension and gratuity benefits to the retired employee at the earliest. 2.All types of leave are allowed as per the University Statute and Government regulations. It includes maternity leave and Child care leave

too. Leave accounts are maintained properly so that no staff member faces any difficulty at any point of time during and after the service period. 3. There is an employees' credit co-operative society which gives loans to all its members for house-building and for other expedencies like medical expenses, children education etc. (5) The staff members are entitled to enjoy the indoor games and Gymnasium facilities provided by the college at their leisure time. The college has a canteen where food, snacks are available to the staff at a subsidized /reasonable prices. (6) The institution actively ensures the professional developments of its faculty members through sponsoring them for Refreshers Course, Orientation Programmes, Short term courses and approved institutions and also encourages them publish papers in seminar/ conferences. Administrative Training, Financial Management Training, Internal Management Training, Software Training has been periodically arranged by the college for Teaching and non-teaching staff.

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

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

5

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	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

85	
File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	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

18	
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	No File Uploaded
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

Performance appraisal: I. Self-Appraisal: All the teachers of the college are to fill up Self-Appraisal form every year. The form

is structured on the basis of the 'Performance Based Appraisal System' format. The form contains (1) General information, (2) Information regarding Teaching, Learning and Evaluation Related Activities, (3) Information regarding Co-Curricular, Extension and Professional Development Related Activities and (4) Information regarding Research and Academic Contributions. From this information Academic Performance Indicators (API) is calculated that shows the progress. II. Academic Audit: The College undergoes academic audit for 2021-2022 onwards. Internal audit was done by the IQAC and it was also audited by duly formed Academic Audit Committee. Online and Offline teachers performance appraisal from students and alumni is regularly done by the institution. Reports on performance appraisal are available on the college website with action taken report. 360 Teachers performance appraisal system has been under force since 2021-22 sessions giving a detailed all-round teacher's performance are available through software.

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

6.4 - Financial Management and Resource Mobilization

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

The college conducts regular internal and external audit of its accounts. The external audit is conducted by statutory auditor every two years and the auditors are appointed by the DPI, Education Directorate of Government of West Bengal. The yearly audit reports are submitted to the DPI, Govt. of West Bengal The DDO supervises the regular maintenance and updating of the books of accounts. The accounts of the college have been audited by the statutory auditors up to 2019-20. Accounts of the college have been internally audited for 2020-2021, 2021-22, 2022-23. They are ready for Statutory Government Audit. It can be completed as soon as the government appoints auditor.

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)

0

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

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

Standing strategy for mobilization of fund is to invite donations from employees, ex-students and philanthropist especially from the local community for specific account. Utilization of the fund is monitored by respective committees (Building committee/ Purchase committee etc.) in order to minimize the cost of procurement / installation.

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

6.5 - Internal Quality Assurance System

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

Contributions of IQAC

a) IQAC conducted meetings with the teachers at regular intervals where the teachers were instructed to keep records of all the matters including teaching learning. b) Data were maintained at individual level, department level and institutional level. c) IQAC circulates self appraisal form which contains all aspects of their involvement in the college including teaching and learning. From this API could be calculated and individual teacher's progress could be measured. Teachers are also requested to provide information regarding their involvement in BOS, fieldwork/ project work or anything that they find important to mention. d) IQAC also circulates formats to each departments every year to collect data regarding (i) admission, (ii) results of end semester, (iii) field survey/ project work, (iv) Use of ICTs in classes, (v) Seminar/ workshops organized, (vi) Students' progression to higher/ technical education or employment. e) IQAC has organized eight Seminars and Workshops which included Workshops on NAAC accreditation, Seminars on NEP, Research Methodology and IPR. f) Information regarding development of academic infrastructure is also collected from the Library, Laboratories, Computer Labs and Language lab. g) Finally all information are compiled and recorded in (a) College Annual Report, (b) AQAR, (c) NIRF portal and (d) Academic Audit.

File Description	Documents
Paste link for additional information	https://bolpurcollege.edu.in/pages/initiative-of-igac
Upload any additional information	No File Uploaded

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

QAC conducts meetings with the teachers at regular intervals where the teachers were instructed to keep records of all the matters including teaching learning. Data are maintained at individual level, department level and institutional level. IQAC circulates self appraisal form which contains all aspects of their involvement in the college including teaching and learning. From this API could be calculated and individual teacher's progress could be measured. Teachers are also requested to provide information regarding their involvement in BOS, fieldwork/ project work or anything that they find important to mention. IQAC also circulates formats to each departments every year to

collect data regarding (i) admission, (ii) results of end semester, (iii) field survey/ project work, (iv) use of ICTs in classes, (v) Seminar/ workshops organized (vi) Students progression to higher/ technical education or employment. Information regarding development of academic infrastructure is also collected from the Library, Laboratories, Computer Labs and Language lab. Finally all information are compiled and recorded in (a) College Annual Report, (b) AQAR, (c) NIRF portal and (d) Academic Audit. Academic audit of 2022-23 was done.

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

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://bolpurcollege.edu.in/uploads/1713608310_CollegeAnnualReport2022-2023.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender equity and women empowerment education and skill enhancement is one of the thrust areas of Bolpur College. The College has a Women's Cell which is actively engaged in gender sensitization activities, organising seminars related to awareness, gender equity and health issues related to women. It also conducts the Gender Audit to assess the present situation of female stakeholders of the college. Some major activities of women's cell in AY 2022-23 are listed below:

- Interaction programme on challenges faced by girl students, dated 24/08/2022.
- Informative session on Vishakha guidelines, dated 07/12/2022: An informative discussion was made on Vishakha guidelines and students were aware about the same.
- Celebration of International Women's Day held on 22/03/2023: An informative discussion was made on Vishakha guidelines and students were aware about the same.

Orientation and Interaction Programme, dated 23/06/2023: Mrs. Chandra Mukhopadhyay, a retired teacher and an independent researcher was invited to deliver a lecture on women's folk song.

Not only the female students, the cell also recommends the best woman staff of the year on Women's Day and she is felicitated by the Principal.

The College has arranged self-defence training for female students to grow confidence in them and to empower them with self projection techniques.

The college has created a ragging free campus with 24hrs CCTV surveillance throughout the campus. Bolpur college has also created sufficient sports and Yoga facilities for all.

File Description	Documents
Annual gender sensitization action plan	https://bolpurcollege.edu.in/naac_dvv/assets/naac_document/Women_Cell_Report_Final_Signed.pdf , https://bolpurcollege.edu.in/naac_dvv/assets/naac_document/Gender_Audit_Final_Signed.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://bolpurcollege.edu.in/pages/anti-sexual-harassment-cell , https://bolpurcollege.edu.in/uploads/1707140602_42021-22.pdf

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

A. 4 or All of the above

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

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Bolpur College Nature Club took initiatives for collecting solid wastes from its campus and dispose them properly with the help of Bolpur Municipality [On the basis of MOU]. Green dustbins are used for dumping biodegradable daily wastes that are picked up by Bolpur Municipality. E-wastes are also collected from college and properly disposed by an organisation "Vital Waste" (On the basis of MOU). Liquidwaste are treated by liquid waste treatment plant (Capacity 50 liters per day) maintained by chemistry department of Bolpur College.

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

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

B. Any 3 of the above

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the

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	View File
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

C. Any 2 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).

The vision and mission of Bolpur College is aimed towards creating an inclusive environment through the implementation of proper education to all students coming from all parts of the society irrespective of class, religion and culture. For this it has adopted certain policies: The college observes many important days such as Netaji's Birthday, Republic Day, Women's Day, Independence Day, National Science day, National Mathematics day, Tree plantation ceremonies, International mother tongue day etc. to nurture the sense of tolerance, peace and harmony, patriotism in one hand and gender equity, scientific temper, tolerance towards linguistic and cultural differences on the other hand. Various cultural programmes advocating tolerance, peace and harmony are organized on these days which advocate cultural and linguistic harmony among the students. Additionally, the National Service Scheme (NSS) and the National Cadet Corps (NCC), units arrange activities and parades that promote unity, and solidarity to provide service to underprivileged segments of society. Students learn and practice duties and responsibilities of citizen by providing community services to the people of the adopted villages through NSS. Through electoral literacy clubs and youth parliament competitions, the students learn their democratic rights as a responsible citizen of India. Realising the importance of equal opportunity, the college offers scholarships and financial aid to students from economically weaker section of the societies. To assist accessibility, the college has erected ramps, procured wheelchairs and created Divyang (differently abled) toilet/ bathrooms, ensuring that those with impairments can navigate the campus with ease.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

The College has a set of instructions on "Dos and Don'ts" for the student that is mentioned in the Prospectus of the College and is uploaded in the College website. There was some instruction for the Parents also. Service rule for teachers and non-teaching staff include code of conduct. During the orientation programme

of newly admitted students these "Dos and Don'ts" are demonstrated and elaborated. Code of conduct for Teachers, Non-teaching Staff and Students is uploaded on the college website. Governing Body and the Teachers Council are empowered by the statute of the affiliating university to take proper measure in this respect.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://bolpurcollege.edu.in/pages/code-of-conduct
Any other relevant information	Nil

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

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

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

Bolpur College celebrates several National and International commemorative days such as: 1. Birthday of Netaji Subhash Chandra Bose Birthday of Netaji Subhash Chandra Bose was celebrated on

23.01.2022 by floral tribute, march past and cultural activities like every year, with the assistance of NCC unit of the college. 2. Republic Day Republic Day was celebrated on 26.01.2022 by flag hoisting, march past and cultural activities like every year, with the assistance of NCC unit of the college. 3. National Science Day In order to observe Sir C. V. Raman's Discovery National Science Day was observed on 28.02.2021 by means of essay writing competition, and seminar lecture. 4. International Women's Day was observed by Women's Cell on 08.03.2022. 5. International mother tongue day 6. World environment Day, 7. World Water Day 8. National Mathematics Day etc to name a few

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

1. Green Activity: Getting Aware for a Sustainable Future

"Bolpur College Nature Club" has the following features: (i) The Club has a Core Committee that acts as the "College Environmental Committee". (ii) Any stakeholder of this college may become general member of this club. (iii) A badge of Nature Club will be given to every club member. (iv) Green activities of the club include outreach programmes, awareness programmes and observation important dates throughout the year. (v) The club took initiative in conducting Green & Environment Audit and Energy Audit. (vi) The club could raise its own fund by its own mechanism to meet the expenses required for different activities

https://bolpurcollege.edu.in/uploads/1707741541_BestPracticeonNatureClub.pdf

BEST PRACTICE- 2**1. Smart Library for Smart Users.**

Activities of Bolpur College Library includes: • Documents searching facility through Web OPAC • Access of Open Educational Resources through library portal • Wi-Fi enabled internet facilities • QR Code scanning facility for accessing library resources • Remote Access • Anti-plagiarism Checking & impact factor reading • Reprography Services • Career Counseling Service • Rare Book collection Record • Book Exhibition • Download Facility of Syllabus & Old question papers.

The unique feature of the library is its RFID Technology as well as Koha cloud enabling remote access to its users. Users now can access library website only by scanning the QR Code of library available in different parts of the college.

https://bolpurcollege.edu.in/uploads/1707395898_BestPracticelibraryforCollegeWebsite.pdf

File Description	Documents
Best practices in the Institutional website	https://bolpurcollege.edu.in/pages/best-practices-of-the-college-1685441621
Any other relevant information	Nil

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

Kishan Mitra Cell, Bolpur College

Agriculture is considered as the backbone of Indian economy as it contributes about 17% to the total GDP and provides employment to over 60% of the population. Economic transformation of a developing country like India crucially depends on performance of its agriculture and its allied sector.

Majority of the students of our college reside in villages and are of agricultural background. So some kind of extension

activity involving the interest of the farmers would have been a great gesture on behalf of our college. Agricultural productivity largely depends on the farmland quality, and a soil test is thus of utmost importance. This may be done in the laboratory of Geography department of this college, where we have soil testing kits. It was decided that college will help the farmers of adjacent areas by providing soil testing facilities, totally free of cost, for their cultivated lands. To execute this programme on continual basis Kishan Mitra Cell of Bolpur College was formed on 17.04.2019.

Objectives The objectives of the cell were determined and are as follows: ? To help the farmers to choose the appropriate crops to be cultivated. ? To help the farmers to frame a more suitable crop rotation system. ? To inform the farmers about the particular type of fertilizer required in his cultivated land. ? To inform the farmers about the quantity of a particular type of fertilizer required.

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

INSTITUTIONAL PERSPECTIVE PLAN

1. To put efforts for creation of new substantive teaching posts in view of implementation of NEP 20 in Semester system
2. To take necessary steps for filling up substantive vacant Non-teaching posts
3. To introduce job oriented courses such as BBA, Computer Science etc.
4. To Enhance opportunity of Skill Development Programmes
5. To develop new and applied curriculum for Add-on Courses and to impart them among the students.
6. To introduce vocational courses for fulfilling requirement of NEP 20
7. To introduce Master Degree level teaching in few subjects of humanity discipline besides Bengali.
8. To broaden the scope of e-resources and e-learning
9. To enhance library resources & their optimal utilization
10. To ensure proper use of fully automated library resources

and other physical infrastructure.

11. To take measures for reducing dropout & increase students progression
12. To give emphasis on increasing roll strength in Science Subjects.
13. To make the campus more clean more green and environment friendly.
14. To popularize yoga education among the students and other stakeholders of the college.
15. To create more facilities of ICT based teaching & smart class rooms
16. To establish skill enhancement and job training collaboration
17. To encourage the teachers for research through establishing a research cell
18. To create a larger scope for extra-curriculum & sport activities.