



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	BEJOY NARAYAN MAHAVIDYALAYA
• Name of the Head of the institution	DR. GOUTAM BIT
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03213272275
• Mobile No:	9434482261
• Registered e-mail	bnmv2012@yahoo.in
• Alternate e-mail	pinak@bnmv.ac.in
• Address	Itachuna, P.O. Itachuna, Dist. Hooghly
• City/Town	Khanyan
• State/UT	West Bengal
• Pin Code	712147
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	THE UNIVERSITY OF BURDWAN
• Name of the IQAC Coordinator	DR. PINAK DUTTA
• Phone No.	03213272275
• Alternate phone No.	03213272237
• Mobile	9830597876
• IQAC e-mail address	iqacpinak@bnmv.ac.in
• Alternate e-mail address	pinak@bnmv.ac.in
3.Website address (Web link of the AQAR (Previous Academic Year)	https://bnmv.ac.in/images/uploads/AQAR%202019-20.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://bnmv.ac.in/images/uploads/academic%20calendar%202020.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	3	2007	31/03/2007	30/03/2012
Cycle 2	B	2.42	2015	01/05/2015	30/04/2020

6.Date of Establishment of IQAC	05/07/2007
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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
Faculty	Minor Research Project	Dept. of Science and Technology and Biotechnology, Govt of West Bengal	2019	220000
Faculty	Minor research project	West Bengal Biodiversity board (Govt. of West Bengal)	2020	315000
8. Whether composition of IQAC as per latest NAAC guidelines			Yes	
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 			View File	
9.No. of IQAC meetings held during the year			07	
<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 			View File	
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)				
1) Organized three webinars and supervised the seminar committees and various departments to organize webinars				
2) Improvised the mentor-mentee system to ensure an effective				

mentoring of the students during lockdown

3) Facilitated the signature of a MOU with Bankura Sammilani College for collaboration and promotion of student/faculty exchange

4) Jointly worked with IQAC of Balagarh Bijoykrishna college for organization of webinars and other initiatives

5) Supervised the ICT-based online teaching (during pandemic) and related mechanisms in collaboration with the Academic committee

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

Plan of Action	Achievements/Outcomes
To facilitate MOUs with other institutions for academic exchange	The institute has proceeded towards a MOU with Bankura Sammilani College for faculty and students exchange
To promote organization of seminars	Despite the hindrances caused by lockdown, 12 webinars were organized by the college
To promote faculty exchange programmes department-wise	Three departments (viz. Zoology, Chemistry and Economics) organized faculty exchange programme and English department organized lecture series
To improvize the mentor-mentee system for effective implementation	Mentee allotment has been changed to a department-specific system to ensure more interaction (online and offline) between mentees and mentors
To increase space for Science subjects	Utilitary Space has been increased for Science subjects (especially lab-based subjects)

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
IQAC and Finance Subcommittee	20/07/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021	24/03/2022

15. Multidisciplinary / interdisciplinary

The CBCS curriculum, to some extent, enables the students to get acquainted to the interdisciplinary mode of learning (as the students can choose topics from any subject as elective papers). The college organizes seminars which involve academics and students of multiple departments. For example, a national seminar on women's capacity building was jointly organized by the Department of Philosophy and Department of Political Science. Similarly, the life science departments collaborate (often through the college's nature club) in several ways. A bio-diversity project is supervised by faculties from Botany and Zoology departments. Also, faculties of two or more departments work on (and publish) interdisciplinary topics.

16. Academic bank of credits (ABC):

Not implemented yet

17. Skill development:

The CBCS curriculum includes Skill Enhancement Courses aimed at developing students' skills for subject-related jobs. For example there are courses on Spoken English, Business Communication and Technical English in English Hons and General SEC syllabi. Several courses involve industry visits and practical studies. Field projects contribute to this aspect. Besides, the Career counselling cell of the college arranges for different skill-based training programmes (provided by several agencies and companies) which help the students for on and off-campus placements.

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

The Department of Sanskrit is devoted to disseminating knowledge about the classical heritage of India. Apart from its usual curriculum, it organized a national online seminar on Ayurveda, and also arranged a lecture series on various aspects of Sanskrit literature. Again, the department of Bengali encourages the students

to pursue further studies on Bengali literature and culture, with a special focus on indigenous musical art-forms such as Kobigaans. The Department of English organized seminars on Mahabharata which focussed on the Indian classic's place in the regional culture and literary tradition of the India among other things. The History Department has set up a museum in the college with a view to acquainting the students with the rich cultural tradition of the Indian subcontinent.

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

The CBCS syllabi demands particular attention towards course outcome, programme outcome, programme specific outcome as necessary context for and reason of offering a given course to the students. The implementation of CBCS courses in the institute has naturally induced all the academic departments of the college to adopt specific approaches and strategies towards enriching the teaching-learning process with the objective of generating the kind of outcome that given courses are supposed to produce.

20.Distance education/online education:

Due to the prevailing pandemic situation, the college had to resort to online teaching. Regular classes (as per a routine) were taken in all departments. The college website was revamped to enable the teachers to take online exams/assignments and to upload study materials (including in video mode). Platforms like Google Meet, Zoom, Google Duo, Whatsapp were used for taking online classes. Gsuite has been availed to provide more facilities for online teaching. Also, many departments organized online seminars or webinars.

Extended Profile

1.Programme

1.1 386

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

File Description	Documents
Data Template	View File

2.Student

2.1 3570

Number of students during the year

File Description	Documents
Data Template	View File

2.2 1261

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

File Description	Documents
Data Template	View File

2.3 737

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 57

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 63

Number of Sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	386
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	3570
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1261
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	737
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	57
File Description	Documents
Data Template	View File

3.2	63
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	41
Total number of Classrooms and Seminar halls	
4.2	9866001
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	87
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

There is a well formed mechanism for effective curriculum delivery operative in the institution. Each department prepares a detailed course-wise syllabus module. The entire syllabus is unitized topic-wise into the number of lectures to be engaged to discuss the topics following the university guidelines and availability of classes in a given session as per the academic calendar of the college. The entire course curriculum thus modularized is distributed among the students with assignments of individual faculty members distinctly spelt out, and are duly documented by the respective departments.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://bnmv.ac.in/images/uploads/BNMV%20Curriculum%20compressed-min.pdf

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

The institution prepares a comprehensive academic calendar at the beginning of each academic session following the the guidelines of the University of Burdwan to which it is affiliated. The academic calendar includes dates or tentative time for internal evaluation and departmental seminars, admission to NSS, NCC and Personality Development programme, holding Science Day programme, Women's Day Seminar, observing International Mother Language Day, annual sports and different cultural programmes among other events. The academic calendar is published in the college website before the commencement of the session. The dynamic academic calendar acts as a road map for academic activities and also updates the students about the upcoming events including seminars, workshops and examinations.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://bnmv.ac.in/images/uploads/academic%20calendar%202020.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

C. Any 2 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	No File Uploaded

1.2 - Academic Flexibility

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

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

15

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

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

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

The institution is not technically in a position to prepare curriculum as it has to abide by the syllabus of the affiliating university, namely The University of Burdwan. However, the present CBCS curriculum prescribed by the university accommodates issues relevant to professional skill, gender, human values, environment and sustainability in all Arts and Science subjects. The institution on its part attempts at integrating the abovementioned crosscutting issues by way of holding seminars, adopting programmes, and promoting extra-curricular activities.

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

10

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

0

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://bnmv.ac.in/images/uploads/SSS%202020-21%20BNMV.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2809

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

951

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

2.2 - Catering to Student Diversity

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

Faculty members in each department assess the learning level of the students on the basis of their classroom response and academic performance in the internal and sem-end examinations. Accordingly the respective departments arrange special tutorial classes for the advanced and the slow learners. The present mentoring system which allows the faculty members to mentor the honours students of their respective departments, also creates room for the department to meet the academic requirements of students as per the respective level of their learning.

(a) For Advanced learners, the following initiatives are taken: 1) Teaching advanced topics related to curriculum 2) Helping them and encouraging them for competitive examinations 3) Making them participate in inter-college and other competitions 4) Making them participate in conferences 5) Giving them interesting projects 6) Arranging students seminars 7) Encouraging them to study good books

(b) For slow learners, the following initiatives are taken:

1) Holding special classes and allotting special office hours to clarify their doubts 2) Giving regular written assignments to identify their weak areas 3) Conducting regular class tests and discussing the evaluations with them

File Description	Documents
Link for additional Information	Nil
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
3570	57

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

1) Laboratory work available to laboratory-based science subjects offer the science students ample scope of experiential learning.

2) ICT based teaching done in several science departments in particular also enhance the learning experience of the students. Specially, teaching with the aid of slide shows and internet ensure effective teaching process especially in the lockdown situation.

3) students from science and a few humanities departments participate in educational excursions and field works which provide them with the opportunity for experiential and participative learning.

4) Student seminars, debates, film-shows, quizzes, projects are organized where the students are routinely involved.

5) Students are encouraged to write essays/articles on the academic wall magazines of the respective departments.

6) Students, advanced students in particular, are allowed as participants in research-level seminars organized by the college.

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

Different ICT enabled tools are used by the faculty members of the institute. Projectors are regularly used for displaying power point based presentations. Laptops are provided to each teacher with the help of which the teacher makes use of the online data suppositories and helps the students to access the same. Smart Whiteboards are also available to make the continuous lessons more effective.

During the pandemic, classes were taken in the online mode. For the same, different apps like Google Classroom, Zoom, Google Meet, Google Duo, Whatsapp audio and Video calling are being used regularly. Study materials are sent to the emails of the students and also uploaded in the college website. The college website is well-equipped to conduct online examinations and to upload academic videos.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://bnmv.ac.in/images/uploads/ICT%20tools%20and%20links.pdf

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

57

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

57

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

38

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

733

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Internal assessment is carried out through written tests, seminar presentations and viva-voce. Apart from conducting the mandatory internal evaluation under CBCS, the faculty members in different departments periodically offer internal tests to the students studying both honours and general courses on portions of the syllabus taught by them. The teachers set the questions and perform the evaluation. After evaluation and assessment, steps for further improvements are discussed in the class by the teachers. The results of students are discussed with their parents and guardians in parent-teacher meetings. Evaluation of field report and project works are adjudicated by the faculty members of the respective departments.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The internal examination related grievances are mostly redressed by the teachers of the respective departments through proper discussion with the concerned student/s. However, if grievances are lodged officially before the higher authority, the issues are resolved at a discussion meeting involving the departmental teachers, the concerned students and their guardian in the presence of the Principal and the members of the Academic Sub-committee as and when required..

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Teachers in general are aware of Programme and Course Outcome of the programmes offered in their respective subjects. The IQAC arranges seminar talks and workshops by resource persons to apprise the students with different aspects of the CBCS which contains discussion on Programme and Course Outcome as a necessary

aspect of CBCS. The IQAC also arranges special classes during the commencement of each academic session in which the teachers from the Science and Humanities departments discuss CBCS and explain the Programme and Course Outcome of the subjects they have opted.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://bnmv.ac.in/images/uploads/PO%20PSO%20CO%20of%20Bejoy%20Narayan%20Mahavidyalya%20All%20departments.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

There is no procedure as such for evaluating Programme and Course Outcome at the institutional level. However, the academic committee, along with the departmental heads, discuss ways of effective attainment of course/programme outcomes and initiatives in that direction.

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

2.6.3 - Pass percentage of Students during the year

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

693

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	Nil

2.7 - Student Satisfaction Survey

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

<https://bnmv.ac.in/images/uploads/SSS%202020-21%20BNMV.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)

535000

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

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

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

3

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

13

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

05

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

2

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Several extension activities were carried out by the institute. The NSS and NCC of the college took the leading role in this respect. Awareness rally was organized to spread consciousness about the need for social distancing, sanitization and the use of masks. The local community was made aware of the covid protocols. Fund was collected for pandemic and masks and sanitizers were distributed to rural people belonging to the backward classes. Blood donation camp was organized like every year. Online celebration of Cancer awareness day also took place. Birthdays of Swami Vivekananda, Netaji Subhaschandra Bose and Mahatma Gandhi were celebrated with due protocols. Cleanliness drives, cycle rally and similar programmes were also organized. A detailed list is attached. The increase in number of volunteers and people's response was encouraging.

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

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - 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

3.3.3.1 - 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

12

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

742

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

2

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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.

The institution has satisfactory number of class rooms, laboratories, computers, audio visual aids to facilitate the needs of students admitted in different courses. Following are worth mentioning:

- Total 39 classrooms, 16 laboratory rooms, 05 ICT enabled

smart room, 4 Halls. Two seminar Halls equipped with modern technologies.

- Most of the departments have computers with internet. Students can access the central computer facility. Mathematics Department has its own computer labs.
- A rich resource of chemicals, samples and instruments in the laboratory of science departments.
- Fire extinguisher and water supply in laboratories.
- Preparation room and store rooms for Science Departments.
- Zoological museum.
- Herbarium in Botany Department
- Medicinal plant garden is maintained by Department of Botany and nature club (CANOPY).
- Sacred grove, Butterfly Garden, One pond for indigenous fish culture, One wild mushroom culture centre is maintained by CANOPY.
- New instruments, photocopy and scanning facilities.
- Central library with a rich collection of text books, reference books, some rare and special journal Facilities for searching e-database from National Digital Library of India (NDL), INFLIBNET (N-LIST) are available. Browsing centre in the library.
- Cycle and motorcycle stand in the campus.
- Disabled-friendly environment with NINE (09) ramps, pedestrian and Wheel chair.

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

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

The Institution has modern facilities for sports, games and cultural activities. The big playground makes provisions for football matches, cricket matches, volleyball competition, athletic events, regular practices of the college current students and ex-students. The ground is used by the subdivision administration and the local educational institution for hosting different events or tournaments. One MoU has been signed with local NGO "PRAYAS" to maintain the ground and revenue is generated from that part.

- Facilities for indoor games like carrom, table tennis etc. for students and staff.
- The halls (Physics Hall, Chemistry Hall, New Hall and Darwin Bhaban Hall) are used for different cultural activities.
- One permanent open stage is there. Students perform in cultural programmes on various programmes. The Alumni Association organizes cultural programmes.
- Regular Cultural activities were hampered due to pandemic situation. Still the following were organized online:

Regular Programmes:

- Saraswati Puja
- Teachers' Day
- Foundation Day of the college

Observing some remarkable days like:

- Independence Day
- Republic Day
- Netaji Subhas Chandra Bose' birthday
- International Mother Language Day
- International Women's Day
- Biswa Kabita Divas, etc.
- Annual Prize Distribution
- Farewell programmes organized by various Departments

Special Programmes

- Gandhi jayanti
- 158th birthday of Swami Vivekananda

Regular Sports Activities:

- International Yoga Day

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

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

05

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

05

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://bnmv.ac.in/images/uploads/Photos%20of%20ICT%20rooms.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)**

508695

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

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The central library of Bejoy Narayan Mahavidyalaya is partially automated with the Library management software (Koha). This version was installed in the year of 2020. Since then, the entire database and Online Public Access Catalogue (OPAC) has been created.

Besides this software, the library has the facility of Bar-coding machine.

The students can check the availability of books online in the library.

The library has the option to make individual membership with NDL (National Digital Library) provided by IIT KGP and INFLIBNET (N-LIST). The Google form for applying for the above said membership is available in our library page of college website.

E-resources can be accessed through Library tab (e-resources page) from the Bejoy Narayan Mahavidyalaya website. Specialized services such as information deployment, notification, printing facility etc. are provided to the students.

Barcode Printer, system for internet browsing and online catalogue search are some of the major initiatives. Barcode system is in practice in the library.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources C. Any 2 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	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)

14500

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year**

0

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

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

With increasing need of ICT facilities among the students, faculty and office staff college authority focuses on development of campus IT facility. Required items are purchased and some of them are given for annual maintenance. There are Internet facilities in library, Students' Union room, IQAC and some departments. The college website is monitored and updated from time to time by the Website Committee. The institute has software installed in Computer Lab, some departments, Library (OPAC) and office. There are six smart classrooms, computers with Internet, printers and photocopiers in all departments (Separate lab for Mathematics). Also, there are individual laptops for faculties.

The Central library is well-equipped with IT infrastructure .Facilities for searching e-database from NDL, INFLIBNET are available. Central Library Reading Room has a browsing centre.

The installation, maintenance and upgradation of IT facilities are done by contracts through open tender.

During pandemic lockdownonline classes have been conducted. The college website provides one such platform for online teaching-learning activity with e-resources, model question papers, open-access links. G Suite has been subscribed for connecting teachers and students. Many webinars as well as important academic and administrative meetings were conducted through this.

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

4.3.2 - Number of Computers

134

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

7742651

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The college has well-established framework and policies for maintaining and utilizing physical, academic and support facilities. Importantly, the maintenance process involves local stakeholders. The institute signed MOU with local contractors, electricians and plumbers for performing various works including civil and electrical work, sanitation work and plumbing. Responsible sub-committees supervise the maintenance requirement of academic, sports and support facilities. The subcommittees present their proposals to the IQAC which, after due considerations, offer its suggestion to the principal. The principal then directs the Finance committee for its allotment of fund in such works. Proposals requiring a high amount is executed only after it is approved by the Governing Body of the college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://bnmv.ac.in/images/uploads/Procedures%20for%20maintaining%20facilities.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

2389

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
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

32

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

C. 2 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

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

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

B. Any 3 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

48

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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

59

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

02

File Description	Documents
Upload supporting data for the same	View File
Any additional information	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.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
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)	No File Uploaded

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

The Student Council the representatives of students play significant role in the overall functioning of the college. The General Secretary of the council gives his proposals, and suggestions on general college-related issues and those related to the students in particular. The Council members assist the administration in the admission process, and take active role in organizing Annual Sports, and other cultural and extension activities. However, in the present year there was no Students Union Election, as the result of which former office-bearers maintained the activities of the Student Council in academic and administrative field as far as possible. However, there has been little activity of the students this year due to pandemic and lock-down situation.

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

1

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

Yes

The Alumni Association of the college was established in the year 2000 and it was registered in 2014. The Association runs The Gopal Chandra Majumdar Circulating library for the needy children, felicitate the best student of the college, offers active support to NSS and other outreaching activities of the college, organizes seminars by eminent speakers, and help in the overall management of the affairs of the college by way of offering their valuable advice to the authority at regular interval and through representative in the IQAC.

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

5.4.2 - Alumni contribution during the year **E. <1Lakhs**
(INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

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 vision of the Mahavidyalaya is: 'Tanme manah Siva samkalpamastu' (May that mind of mine be an auspicious resolution).

The mission of the institution are as follows:

1. To develop self-esteem and accountability among the students of the Mahavidyalaya.
2. To promote research oriented teaching-learning activity.
3. To promote ICT based teaching to complement the conventional teaching with chalk and duster.
4. To introduce courses and consultancies that would be beneficial to the students mostly coming from rural areas.
5. To collaborate with all the stakeholders of the institution to mobilize an all-round effort towards enhancement and sustenance of quality.

The governance of the college is reflective of its vision and missions as it provides a proper support-system and infrastructure for the students to develop their potentialities. There are well-equipped laboratories for science students, a language laboratory for developing proficiency in spoken English, a rich central library flanked by departmental seminar libraries, provision for practising yoga and meditation, a vibrant nature club- which all reflect the effort of the college administration to be in tune with the vision and mission of the institute in the overall management of its affairs.

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.

The college has a well-organized participatory management system. There are effective subcommittees comprising faculty and administrative staff members of the college which ensure the efficient functioning of the institutional administration. These committees take care of academic issues, manage the examination and

admission process, the students and staff welfare schemes among other things. Finance related proposals are placed in the Finance Committee by the principal for allocation of fund as per budgetary provision. Finance Committee decisions are forwarded to the maintenance committee or to tender committee and purchase committee as per necessity. The Bursar along with the accounts staff members also assist in the process.

The library system has also been decentralized by setting up departmental libraries. The central library, after accession of the fresh books, transfer a portion of those to the departmental libraries. These books are maintained by the department with separate accession and lending registers.

The academic issues are looked after by the IQAC and the Academic Sub-Committee, There is a routine committee. The Internal Academic Audit and Administrative Audit committee monitor academic and administrative affairs of the college.

Such decentralized and participative management bespeak of an effective leadership at work in the overall governance 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

HR management: Faculty members are encouraged to participate in conferences, workshops and training programmes so that they can enrich themselves academically and improve their teaching. The non-teaching members are encouraged to participate in software training programmes in order to help them perform online financial and administrative activities.

Library, ICT and physical infrastructure: As per a prior design layed down by an advisory committee, the library is partially digitized. The students are allowed access to online resources, and the catalogue is digitalized. G suit is procured institutionally with a view to help the teachers delivering online classe, and keep them recorded if needed.

Research and Development: All the academic departments are asked to organize seminars to promote research culture in faculties and students. The IQAC and the Seminar committee monitors this process.

Examination and evaluation: Online examination system is introduced.

Teaching and learning: Faculty members in all the departments have been using audio visual mode of teaching in lockdown times Special Tutorial classes were arranged by various departments.

Admission of students: The entire admission process is conducted online following the rules devised by the Admission Committee.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The institutional bodies beginning from the Governing Body, the IQAC, the Finance Committee, the Tender and Purchase Committee, the Teachers' Council and the different sub-committees like the Academic sub-committee, the Library committee, Admission Committee, Examination Committee function most democratically and efficiently, and the prevailing administrative policies and modalities enable these bodies to perform the way it does. All these bodies are formed with teaching members who are selected democratically through discussion in the teachers' body on the basis of their respective competence and aptitude. The bodies are provided all necessary infrastructure and support system so that these can work efficiently. There is an integral connection and correspondence among these bodies which further add to the efficiency and quality of performance.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://bnmv.ac.in/images/uploads/BNMV%20Organogram.jpg
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 interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

There is an Employees Credit Cooperative Society which serves both the teaching and non-teaching staff members of the college. Apart from this staff cooperative there is a Teachers cooperative society which works exclusively for the benefit of the teachers.

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

01

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

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

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

04

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

14

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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

The institution collects SSS from the students which includes feedback on the participation of teachers and non-teaching employees in the overall functioning of the academic process. Besides, students' feedback collected by each department also contain students' assessment of teachers' contribution and assistance provided by the non-teaching staff members in the learning process. The IQAC also collects feedback from parents and alumni members. The principal confidentially prepares appraisal report on individual teaching and non-teaching staff members on the basis of these feedbacks.

File Description	Documents
Paste link for additional information	https://bnmv.ac.in/images/uploads/SSS%202020-21%20BNMV.pdf
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 institute sustains an effective Finance Management and Resource Mobilization system. Almost all financial transactions are made online, including the payments made by the students. Two subcommittee, viz., the finance committee and the purchase committee of the college monitor all kinds of financial plans or

projects and also their execution. Govt. of West Bengal appoints suitable firms for financial audit of funds received from govt. agencies. All financial transaction of the college (including the fees received from students/donors/UGC/NAAC) are audited by an auditor. The report, after being approved by the Governing Body, is submitted to the Government.

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)	No File Uploaded

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

An effective Finance Management and Resource Mobilization system is maintained by the institution. A budget is prepared by the Bursar at the beginning of each financial year. Fund mobilization is done by way of applying for different projects announced by the government. Effort are undertaken to collect fund by renting the resources of the college to private institutions and individual entrepreneurs on commercial basis. The college also makes optimal use of its resources for the benefit of the institution.

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

IQAC constantly engages itself in its effort to institutionalize the quality assurance strategies and practices. All the departments are made to organize seminars and to adopt updated techniques for teaching. Over the last few years it has taken steps to implement ICT based teaching and use of digital tools and technology in teaching process. It promoted the practice of imparting lessons through virtual classroom and purchased g-suite so that the teachers could make best use of it during the pandemic period when the entire teaching became online. The biometric attendance and leave records of the employees have been brought under the online system.. The heads of the departments are given ID and pass word to monitor departmental data in the college website. Likewise every faculty member and non-teaching employee has been given individual ID and password to handle their personal data posted in the website. Fee payment, is being done through online system and the entire admission is being managed through online system. As the result of implementing such measures the management system has become faster and at the same time cost effective.

File Description	Documents
Paste link for additional information	https://bnmv.ac.in/images/uploads/IQAC%20minutes%20of%20meeting%20and%20action%20taken%20report%202020-21.pdf
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

The Academic audit team inspects and assesses the teaching-learning process, operating structures, methodologies and learning outcome at the end of each academic session. The

assessment reports are submitted to IQAC which reviews the data and documents the same to assess the incremental improvement made by the departments in various fields.

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://bnmv.ac.in/images/uploads/IQAC%20minutes%20of%20meeting%20and%20action%20taken%20report%202020-21.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The IQAC organizes seminars on the issues of gender discrimination in order to sensitize both male and female students of the evils of gender inequity in our society. Teachers of the college also participate in these seminars and deliver talks on the need to promote the ideal of gender equity as one of the primary

conditions of the development of society..

File Description	Documents
Annual gender sensitization action plan	https://bnmv.ac.in/images/uploads/Annual%20Gender%20sensitization%20plan%20BNMV%2020-21.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://bnmv.ac.in/images/uploads/Specific%20facilities%20for%20women%20in%20BNMV.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 C. Any 2 of the above

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

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

The college is very conscious of generating less waste and recycling it by passing it through a system that enables the used material to be reused ensuring that less natural resources are consumed. The college has segregated waste into three parts:

1. **Solid Waste:** This includes paper, plastics, glass, metals, foods, etc. This is segregated at each level and source. The administrative supervisor in each block ensures that the waste in each floor is collected at designated time intervals. The block safai workers in each floor collect, clean, segregate and compile the waste in the dustbins (Green and Blue) provided at each floor. The floor dustbins are emptied in movable containers/dustbins in each block and is taken to the dumping yard provided by the College.

2. Liquid Waste: Liquid waste such as Sewage waste and Laboratory, Laundry and cafeteria effluent chemical waste are treated through Sewage Treatment Plants (STPs) and Effluent Treatment Plants (ETPs) and the water is used for horticulture and flushing in toilets.

3. E-Waste Management: Flip-flops, memory-chips, motherboard, compact discs, cartridges etc generated by electronic equipments are recycled properly.

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

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

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All 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 with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

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

D. Any 1 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms 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	View File

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 NCC and the NSS units of the college through their celebration of different national programmes promote the culture of tolerance and accommodation. An Integrated Personality Development Programme run by the college with help of Alumni members and the NSS also inculcate the spirit of embracing cultural, regional, linguistic, communal and socioeconomic diversities among the students of the institution. Debates, discussions and invited lectures arranged with a view to uphold the ideal of harmony and pluralism as an integral principle of Indian cultural tradition - also assist in forging an inclusive mindset among the students of the institution,

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
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 NSS and NCC units of the college through their programmes aim at promoting moral values among the students, and try to instil within them a sense of the social and moral responsibility so that they grow up into conscious and dutiful citizens. The Integrated Personality Development Programme run by the college also preaches value education. Life stories of eminent people are presented before the students and resource persons from

Ramkrishna Mission and other such institutes are invited to impart moral lessons to the students of the institution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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.

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	No File Uploaded
Any other relevant information	View File

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

Throughout the year the institution celebrates a large number of commemorative days of both national and international import. Such days include The Independence Day, Republic Day, Gandhi Jayanti, Rabindra Jayanti, International Yoga Day, World Youth Day, World Anti-Tobacco Day, World Cancer Awareness Day, World Environment Day, World Aids Day among others. The NCC and the NSS units of the college for the most part organize these commemorative

programmes. The Principal and the teachers in charge of the NCC and NSS wings of the college along with other assisting teachers and non-teaching staff members participate in these programmes. This year, due to pandemic situation, almost all events were organized online.

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	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

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

1. Conservation of Bio-diversity and Environmental Awareness Programme.- Canopy, the Nature Club of the college aims at promoting the conservationist practices and developing among the activists a sense of intimacy with the natural environment. It works in collaboration with NSS and NCC units of the college in spreading the environmental awareness in the locality. A water body and a grove in campus are maintained by Canopy for creating a model for flora and fauna preservation. The water body is a habitat for the winter migratory Lesser Whistling Teal. and is used for pisciculture as well. Apart from this, Canopy and NSS organize tree plantation programme inside the college campus. A butterfly garden has been developed inside the campus and it is being maintained by the members of Canopy. The canopy has formed a plastic-free zone inside the campus.

2. Arranging Seminars and Webinars on various topics - The institute has a tradition of organizing quality seminars on various academic topics. During this pandemic period, shifting to the online mode (i.e., webinars) was required. Some webinars focussing on the prevalent pandemic situation (on stress management and health awareness) were held. Also, the academic departments organized national and international webinars.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Since the mission of the college centres around the man-making education and holistic development of personality promotes projects, it aims to enable the students to connect with people and nature and encourages them to participate in community welfare activities as responsible citizens. While NSS supervises the programmes connecting students with local community, the college has a unique platform, named Canopy, for exposing the students to the natural environment. The Canopy aims at establishing a vital bond between the students and the nature through both traditional and nontraditional means including plantations, setting up butterfly garden, conservation of virgin land inside the campus, creation and conservation of new habitat of lesser known birds in the locality. This year, Canopy organized a Photography competition to celebrate the Big Butterfly Month on September. Also, a seminar on Dragonflies was organized on behalf of Canopy on 28th September. The staff facilitator supervise the efforts executed by the members of Canopy. The nature club dedicates itself to creating awareness about environmental, maintenance of ecological equilibrium, and strives continuously towards preserving the sustenance of nature and combating the destructive activities thwarting such initiatives and damaging the environment.

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

There is a well formed mechanism for effective curriculum delivery operative in the institution. Each department prepares a detailed course-wise syllabus module. The entire syllabus is unitized topic-wise into the number of lectures to be engaged to discuss the topics following the university guidelines and availability of classes in a given session as per the academic calendar of the college. The entire course curriculum thus modularized is distributed among the students with assignments of individual faculty members distinctly spelt out, and are duly documented by the respective departments.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://bnmv.ac.in/images/uploads/BNMV%20Curriculum%20compressed-min.pdf

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

The institution prepares a comprehensive academic calendar at the beginning of each academic session following the the guidelines of the University of Burdwan to which it is affiliated. The academic calendar includes dates or tentative time for internal evaluation and departmental seminars, admission to NSS, NCC and Personality Development programme, holding Science Day programme, Women's Day Seminar, observing International Mother Language Day, annual sports and different cultural programmes among other events. The academic calendar is published in the college website before the commencement of the session. The dynamic academic calendar acts as a road map for academic activities and also updates the students about the upcoming events including seminars, workshops and examinations.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://bnmv.ac.in/images/uploads/academic%20calendar%202020.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

C. Any 2 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	No File Uploaded

1.2 - Academic Flexibility

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

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

15

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

1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
0	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
0	
1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded
1.3 - Curriculum Enrichment	
1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	
<p>The institution is not technically in a position to prepare curriculum as it has to abide by the syllabus of the affiliating university, namely The University of Burdwan. However, the present CBCS curriculum prescribed by the university accommodates issues relevant to professional skill, gender, human values, environment and sustainability in all Arts and Science subjects. The institution on its part attempts at integrating the abovementioned crosscutting issues by way of holding seminars, adopting programmes, and promoting extra-curricular activities.</p>	

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

10

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

0

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above
File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://bnmv.ac.in/images/uploads/SSS%202020-21%20BNMV.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
2809	
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

951

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

2.2 - Catering to Student Diversity

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

Faculty members in each department assess the learning level of the students on the basis of their classroom response and academic performance in the internal and sem-end examinations. Accordingly the respective departments arrange special tutorial classes for the advanced and the slow learners. The present mentoring system which allows the faculty members to mentor the honours students of their respective departments, also creates room for the department to meet the academic requirements of students as per the respective level of their learning.

(a) For Advanced learners, the following initiatives are taken:
 1) Teaching advanced topics related to curriculum 2) Helping them and encouraging them for competitive examinations 3) Making them participate in inter-college and other competitions 4) Making them participate in conferences 5) Giving them interesting projects 6) Arranging students seminars 7) Encouraging them to study good books

(b) For slow learners, the following initiatives are taken:

1) Holding special classes and allotting special office hours to clarify their doubts 2) Giving regular written assignments to identify their weak areas 3) Conducting regular class tests and discussing the evaluations with them

File Description	Documents
Link for additional Information	Nil
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
3570	57

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

1) Laboratory work available to laboratory-based science subjects offer the science students ample scope of experiential learning.

2) ICT based teaching done in several science departments in particular also enhance the learning experience of the students. Specially, teaching with the aid of slide shows and internet ensure effective teaching process especially in the lockdown situation.

3) students from science and a few humanities departments participate in educational excursions and field works which provide them with the opportunity for experiential and participative learning.

4) Student seminars, debates, film-shows, quizzes, projects are organized where the students are routinely involved.

5) Students are encouraged to write essays/articles on the academic wall magazines of the respective departments.

6) Students, advanced students in particular, are allowed as participants in research-level seminars organized by the college.

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

Different ICT enabled tools are used by the faculty members of the institute. Projectors are regularly used for displaying power point based presentations. Laptops are provided to each teacher with the help of which the teacher makes use of the online data suppositories and helps the students to access the same. Smart Whiteboards are also available to make the continuous lessons more effective.

During the pandemic, classes were taken in the online mode. For the same, different apps like Google Classroom, Zoom, Google Meet, Google Duo, Whatsapp audio and Video calling are being used regularly. Study materials are sent to the emails of the students and also uploaded in the college website. The college website is well-equipped to conduct online examinations and to upload academic videos.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://bnmv.ac.in/images/uploads/ICT%20tools%20and%20links.pdf

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

57

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

57

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

38

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

733

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Internal assessment is carried out through written tests, seminar presentations and viva-voce. Apart from conducting the mandatory internal evaluation under CBCS, the faculty members in different departments periodically offer internal tests to the students studying both honours and general courses on portions of the syllabus taught by them. The teachers set the questions and perform the evaluation. After evaluation and assessment, steps for further improvements are discussed in the class by the teachers. The results of students are discussed with their parents and guardians in parent-teacher meetings. Evaluation of field report and project works are adjudicated by the faculty members of the respective departments.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The internal examination related grievances are mostly redressed by the teachers of the respective departments through proper discussion with the concerned student/s. However, if grievances are lodged officially before the higher authority, the issues are resolved at a discussion meeting involving the departmental teachers, the concerned students and their guardian in the presence of the Principal and the members of the Academic Sub-committee as and when required..

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Teachers in general are aware of Programme and Course Outcome of the programmes offered in their respective subjects. The IQAC arranges seminar talks and workshops by resource persons to apprise the students with different aspects of the CBCS which contains discussion on Programme and Course Outcome as a necessary aspect of CBCS. The IQAC also arranges special classes during the commencement of each academic session in which the teachers from the Science and Humanities departments discuss CBCS and explain the Programme and Course Outcome of the subjects they have opted.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://bnmv.ac.in/images/uploads/PO%20PSO%20CO%20of%20Bejoy%20Narayan%20Mahavidyalaya%20All%20departments.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

There is no procedure as such for evaluating Programme and Course Outcome at the institutional level. However, the academic committee, along with the departmental heads, discuss ways of effective attainment of course/programme outcomes and initiatives in that direction.

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

2.6.3 - Pass percentage of Students during the year

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

693

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	Nil

2.7 - Student Satisfaction Survey

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

<https://bnmv.ac.in/images/uploads/SSS%202020-21%20BNMV.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)

535000

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

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

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

3

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

13

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

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

05

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

2

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities**3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year**

Several extension activities were carried out by the institute. The NSS and NCC of the college took the leading role in this respect. Awareness rally was organized to spread consciousness about the need for social distancing, sanitization and the use of masks. The local community was made aware of the covid protocols. Fund was collected for pandemic and masks and sanitizers were distributed to rural people belonging to the backward classes. Blood donation camp was organized like every year. Online celebration of Cancer awareness day also took place. Birthdays of Swami Vivekananda, Netaji Subhaschandra Bose and Mahatma Gandhi were celebrated with due protocols.

Cleanliness drives, cycle rally and similar programmes were also organized. A detailed list is attached. The increase in number of volunteers and people's response was encouraging.

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - 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

3.3.3.1 - 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

12

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

742

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

2

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year**

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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.

The institution has satisfactory number of class rooms, laboratories, computers, audio visual aids to facilitate the needs of students admitted in different courses. Following are worth mentioning:

- Total 39 classrooms, 16 laboratory rooms, 05 ICT enabled smart room, 4 Halls. Two seminar Halls equipped with modern technologies.
- Most of the departments have computers with internet. Students can access the central computer facility. Mathematics Department has its own computer labs.
- A rich resource of chemicals, samples and instruments in the laboratory of science departments.
- Fire extinguisher and water supply in laboratories.
- Preparation room and store rooms for Science Departments.
- Zoological museum.
- Herbarium in Botany Department
- Medicinal plant garden is maintained by Department of Botany and nature club (CANOPY).
- Sacred grove, Butterfly Garden, One pond for indigenous fish culture, One wild mushroom culture centre is maintained by CANOPY.
- New instruments, photocopy and scanning facilities.
- Central library with a rich collection of text books, reference books, some rare and special journal Facilities for searching e-database from National Digital Library of India (NDL), INFLIBNET (N-LIST) are available. Browsing centre in the library.

- Cycle and motorcycle stand in the campus.
- Disabled-friendly environment with NINE (09) ramps, pedestrian and Wheel chair.

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

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

The Institution has modern facilities for sports, games and cultural activities. The big playground makes provisions for football matches, cricket matches, volleyball competition, athletic events, regular practices of the college current students and ex-students. The ground is used by the subdivision administration and the local educational institution for hosting different events or tournaments. One MoU has been signed with local NGO "PRAYAS" to maintain the ground and revenue is generated from that part.

- Facilities for indoor games like carrom, table tennis etc. for students and staff.
- The halls (Physics Hall, Chemistry Hall, New Hall and Darwin Bhaban Hall) are used for different cultural activities.
- One permanent open stage is there. Students perform in cultural programmes on various programmes. The Alumni Association organizes cultural programmes.
- Regular Cultural activities were hampered due to pandemic situation. Still the following were organized online:

Regular Programmes:

- Saraswati Puja
- Teachers' Day
- Foundation Day of the college

Observing some remarkable days like:

- Independence Day
- Republic Day
- Netaji Subhas Chandra Bose' birthday

- International Mother Language Day
- International Women's Day
- Biswa Kabita Divas, etc.
- Annual Prize Distribution
- Farewell programmes organized by various Departments

Special Programmes

- Gandhi jayanti
- 158th birthday of Swami Vivekananda

Regular Sports Activities:

- International Yoga Day

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

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

05

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

05

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://bnmv.ac.in/images/uploads/Photos%20of%20ICT%20rooms.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)

508695

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

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The central library of Bejoy Narayan Mahavidyalaya is partially automated with the Library management software (Koha). This version was installed in the year of 2020. Since then, the entire database and Online Public Access Catalogue (OPAC) has been created.

Besides this software, the library has the facility of Bar-coding machine.

The students can check the availability of books online in the library.

The library has the option to make individual membership with NDL (National Digital Library) provided by IIT KGP and INFLIBNET (N-LIST). The Google form for applying for the above said membership is available in our library page of college website.

E-resources can be accessed through Library tab (e-resources page) from the Bejoy Narayan Mahavidyalaya website. Specialized services such as information deployment, notification, printing facility etc. are provided to the students.

Barcode Printer, system for internet browsing and online catalogue search are some of the major initiatives. Barcode

system is in practice in the library.

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

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

C. Any 2 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	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)

14500

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

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

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

0

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

4.3 - IT Infrastructure

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

With increasing need of ICT facilities among the students, faculty and office staff college authority focuses on development of campus IT facility. Required items are purchased and some of them are given for annual maintenance. There are Internet facilities in library, Students' Union room, IQAC and some departments. The college website is monitored and updated from time to time by the Website Committee. The institute has software installed in Computer Lab, some departments, Library (OPAC) and office. There are six smart classrooms, computers with Internet, printers and photocopiers in all departments (Separate lab for Mathematics). Also, there are individual laptops for faculties.

The Central library is well-equipped with IT infrastructure. Facilities for searching e-database from NDL, INFLIBNET are available. Central Library Reading Room has a browsing centre.

The installation, maintenance and upgradation of IT facilities are done by contracts through open tender.

During pandemic lockdown online classes have been conducted. The college website provides one such platform for online teaching-learning activity with e-resources, model question papers, open-access links. G Suite has been subscribed for connecting teachers and students. Many webinars as well as important academic and administrative meetings were conducted through this.

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

4.3.2 - Number of Computers**134**

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

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

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****7742651**

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The college has well-established framework and policies for maintaining and utilizing physical, academic and support

facilities. Importantly, the maintenance process involves local stakeholders. The institute signed MOU with local contractors, electricians and plumbers for performing various works including civil and electrical work, sanitation work and plumbing. Responsible sub-committees supervise the maintenance requirement of academic, sports and support facilities. The subcommittees present their proposals to the IQAC which, after due considerations, offer its suggestion to the principal. The principal then directs the Finance committee for its allotment of fund in such works. Proposals requiring a high amount is executed only after it is approved by the Governing Body of the college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://bnmv.ac.in/images/uploads/Procedures%20for%20maintaining%20facilities.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

2389

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
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

32

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

C. 2 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

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

B. Any 3 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

48

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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**

59

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**

02

File Description	Documents
Upload supporting data for the same	View File
Any additional information	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.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
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)	No File Uploaded

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

The Student Council the representatives of students play significant role in the overall functioning of the college. The General Secretary of the council gives his proposals, and suggestions on general college-related issues and those related to the students in particular. The Council members assist the administration in the admission process, and take active role in organizing Annual Sports, and other cultural and extension activities. However, in the present year there was no Students Union Election, as the result of which former office-bearers maintained the activities of the Student Council in academic and administrative field as far as possible. However, there has been little activity of the students this year due to pandemic and lock-down situation.

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

1

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

Yes

The Alumni Association of the college was established in the year 2000 and it was registered in 2014. The Association runs The Gopal Chandra Majumdar Circulating library for the needy children, felicitate the best student of the college, offers active support to NSS and other outreaching activities of the college, organizes seminars by eminent speakers, and help in the overall management of the affairs of the college by way of offering their valuable advice to the authority at regular interval and through representative in the IQAC.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs) **E. <1Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

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 vision of the Mahavidyalaya is: 'Tanme manah Siva samkalpamastu' (May that mind of mine be an auspicious resolution).

The mission of the institution are as follows:

1. To develop self-esteem and accountability among the students of the Mahavidyalaya.
2. To promote research oriented teaching-learning activity.
3. To promote ICT based teaching to complement the conventional teaching with chalk and duster.
4. To introduce courses and consultancies that would be beneficial to the students mostly coming from rural areas.
5. To collaborate with all the stakeholders of the institution to mobilize an all-round effort towards enhancement and sustenance of quality.

The governance of the college is reflective of its vision and missions as it provides a proper support-system and infrastructure for the students to develop their potentialities. There are well-equipped laboratories for science students, a language laboratory for developing proficiency in spoken English, a rich central library flanked by departmental seminar libraries, provision for practising yoga and meditation, a vibrant nature club- which all reflect the effort of the college administration to be in tune with the vision and mission of the institute in the overall management of its affairs.

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.

The college has a well-organized participatory management system. There are effective subcommittees comprising faculty and administrative staff members of the college which ensure the

efficient functioning of the institutional administration. These committees take care of academic issues, manage the examination and admission process, the students and staff welfare schemes among other things. Finance related proposals are placed in the Finance Committee by the principal for allocation of fund as per budgetary provision. Finance Committee decisions are forwarded to the maintenance committee or to tender committee and purchase committee as per necessity. The Bursar along with the accounts staff members also assist in the process.

The library system has also been decentralized by setting up departmental libraries. The central library, after accession of the fresh books, transfer a portion of those to the departmental libraries. These books are maintained by the department with separate accession and lending registers.

The academic issues are looked after by the IQAC and the Academic Sub-Committee, There is a routine committee. The Internal Academic Audit and Administrative Audit committee monitor academic and administrative affairs of the college.

Such decentralized and participative management bespeak of an effective leadership at work in the overall governance 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

HR management: Faculty members are encouraged to participate in conferences, workshops and training programmes so that they can enrich themselves academically and improve their teaching. The non-teaching members are encouraged to participate in software training programmes in order to help them perform online financial and administrative activities.

Library, ICT and physical infrastructure: As per a prior design layed down by an advisory committee, the library is partially digitized. The students are allowed access to online resources,

and the catalogue is digitalized. G suit is procured institutionally with a view to help the teachers delivering online classe, and keep them recorded if needed.

Research and Development: All the academic departments are asked to organize seminars to promote research culture in faculties and students. The IQAC and the Seminar committee monitors this process.

Examination and evaluation: Online examination system is introduced.

Teaching and learning: Faculty members in all the departments have been using audio visual mode of teaching in lockdown times Special Tutorial classes were arranged by various departments.

Admission of students: The entire admission process is conducted online following the rules devised by the Admission Committee.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The institutional bodies beginning from the Governing Body, the IQAC, the Finance Committee, the Tender and Purchase Committee, the Teachers' Council and the different sub-committees like the Academic sub-committee, the Library committee, Admission Committee, Examination Committee function most democratically and effeciently, and the prevailing administrative policies and modalities enable these bodies to perform the way it does. All these bodies are formed with teaching members who are selected democratically through discussion in the teachers' body on the basis of their respective compence and aptitude. The bodies are provided all necessary infrastructure and support system so that these can work efficiently. There is an integral connection and correspondence among these bodies which further add to the

efficiency and quality of performance.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://bnmv.ac.in/images/uploads/BNMV%20Organogram.jpg
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 interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

There is an Employees Credit Cooperative Society which serves both the teaching and non-teaching staff members of the college. Apart from this staff cooperative there is a Teachers cooperative society which works exclusively for the benefit of the teachers.

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

01

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

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

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

04

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

14

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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

The institution collects SSS from the students which includes feedback on the participation of teachers and non-teaching employees in the overall functioning of the academic process. Besides, students' feedback collected by each department also contain students' assessment of teachers' contribution and assistance provided by the non-teaching staff members in the learning process. The IQAC also collects feedback from parents and alumni members. The principal confidentially prepares appraisal report on individual teaching and non-teaching staff members on the basis of these feedbacks.

File Description	Documents
Paste link for additional information	https://bnmv.ac.in/images/uploads/SSS%202020-21%20BNMV.pdf
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 institute sustains an effective Finance Management and Resource Mobilization system. Almost all financial transactions are made online, including the payments made by the students. Two subcommittee, viz., the finance committee and the purchase committee of the college monitor all kinds of financial plans or projects and also their execution. Govt. of West Bengal appoints suitable firms for financial audit of funds received from govt. agencies. All financial transaction of the college (including the fees received from students/donors/UGC/NAAC) are audited by an auditor. The report, after being approved by the Governing Body, is submitted to the Government.

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)	No File Uploaded

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

An effective Finance Management and Resource Mobilization system is maintained by the institution. A budget is prepared by the Bursarat the beginning of each financial year. Fund mobilization is done by way of applying for different projects announced by the government. Effort are undertaken to collect

fund by renting the resources of the college to private institutions and individual entrepreneurs on commercial basis. The college also makes optimal use of its resources for the benefit of the institution.

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

IQAC constantly engages itself in its effort to institutionalize the quality assurance strategies and practices. All the departments are made to organize seminars and to adopt updated techniques for teaching. Over the last few years it has taken steps to implement ICT based teaching and use of digital tools and technology in teaching process. It promoted the practice of imparting lessons through virtual classroom and purchased g-suite so that the teachers could make best use of it during the pandemic period when the entire teaching became online. The biometric attendance and leave records of the employees have been brought under the online system. The heads of the departments are given ID and password to monitor departmental data in the college website. Likewise every faculty member and non-teaching employee has been given individual ID and password to handle their personal data posted in the website. Fee payment, is being done through online system and the entire admission is being managed through online system. As the result of implementing such measures the management system has become faster and at the same time cost effective.

File Description	Documents
Paste link for additional information	https://bnmv.ac.in/images/uploads/IQAC%20minutes%20of%20meeting%20and%20action%20taken%20report%202020-21.pdf
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

The Academic audit team inspects and assesses the teaching-learning process, operating structures, methodologies and learning outcome at the end of each academic session. The assessment reports are submitted to IQAC which reviews the data and documents the same to assess the incremental improvement made by the departments in various fields.

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://bnmv.ac.in/images/uploads/IQAC%20minutes%20of%20meeting%20and%20action%20taken%20report%202020-21.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities**7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

The IQAC organizes seminars on the issues of gender discrimination in order to sensitize both male and female students of the evils of gender inequity in our society. Teachers of the college also participate in these seminars and deliver talks on the need to promote the ideal of gender equity as one of the primary conditions of the development of society..

File Description	Documents
Annual gender sensitization action plan	https://bnmv.ac.in/images/uploads/Annual%20Gender%20sensitization%20plan%20BNMV%202020-21.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://bnmv.ac.in/images/uploads/Specific%20facilities%20for%20women%20in%20BNMV.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

C. Any 2 of the above

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

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

The college is very conscious of generating less waste and recycling it by passing it through a system that enables the used material to be reused ensuring that less natural resources are consumed. The college has segregated waste into three parts:

1. **Solid Waste:**This includes paper, plastics, glass, metals, foods, etc. This is segregated at each level and source. The administrative supervisor in each block ensures that the waste in each floor is collected at designated time intervals. The block safai workers in each floor collect, clean, segregate and compile the waste in the dustbins (Green and Blue) provided at each floor. The floor dustbins are emptied in movable containers/dustbins in each block and is taken to the dumping yard provided by the College.

2. **Liquid Waste:**Liquid waste such as Sewage waste and Laboratory, Laundry and cafeteria effluent chemical waste are treated through Sewage Treatment Plants (STPs) and Effluent Treatment Plants (ETPs) and the water is used for horticulture and flushing in toilets.

3. **E-Waste Management:** Flip-flops, memory-chips, motherboard, compact discs, cartridges etc generated by electronic equipments are recycled properly.

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

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

<p>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</p> <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. Landscaping with trees and plants 	<p>A. Any 4 or All of the above</p>										
<table border="1"> <thead> <tr> <th data-bbox="92 566 531 633">File Description</th> <th data-bbox="539 566 1394 633">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="92 633 531 734">Geo tagged photos / videos of the facilities</td> <td data-bbox="539 633 1394 734" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="92 734 531 801">Any other relevant documents</td> <td data-bbox="539 734 1394 801" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Geo tagged photos / videos of the facilities	View File	Any other relevant documents	View File					
File Description	Documents										
Geo tagged photos / videos of the facilities	View File										
Any other relevant documents	View File										
<p>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</p>											
<p>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</p>	<p>D. Any 1 of the above</p>										
<table border="1"> <thead> <tr> <th data-bbox="92 1261 531 1328">File Description</th> <th data-bbox="539 1261 1394 1328">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="92 1328 531 1462">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="539 1328 1394 1462" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="92 1462 531 1574">Certification by the auditing agency</td> <td data-bbox="539 1462 1394 1574" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="92 1574 531 1675">Certificates of the awards received</td> <td data-bbox="539 1574 1394 1675" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="92 1675 531 1742">Any other relevant information</td> <td data-bbox="539 1675 1394 1742" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	No File Uploaded	Certification by the auditing agency	No File Uploaded	Certificates of the awards received	No File Uploaded	Any other relevant information	View File	
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Reports on environment and energy audits submitted by the auditing agency	No File Uploaded										
Certification by the auditing agency	No File Uploaded										
Certificates of the awards received	No File Uploaded										
Any other relevant information	View File										
<p>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</p>	<p>C. Any 2 of the above</p>										

persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

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 NCC and the NSS units of the college through their celebration of different national programmes promote the culture of tolerance and accommodation. An Integrated Personality Development Programme run by the college with help of Alumni members and the NSS also inculcate the spirit of embracing cultural, regional, linguistic, communal and socioeconomic diversities among the students of the institution. Debates, discussions and invited lectures arranged with a view to uphold the ideal of harmony and pluralism as an integral principle of Indian cultural tradition - also assist in forging an inclusive mindset among the students of the institution,

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
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 NSS and NCC units of the college through their programmes aim at promoting moral values among the students, and try to instil within them a sense of the social and moral responsibility so that they grow up into conscious and dutiful citizens. The Integrated Personality Development Programme run by the college also preaches value education. Life stories of eminent people are presented before the students and resource persons from Ramkrishna Mission and other such institutes are invited to impart moral lessons to the students of the institution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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

D. Any 1 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	No File Uploaded
Any other relevant information	View File

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

Throughout the year the institution celebrates a large number of commemorative days of both national and international import. Such days include The Independence Day, Republic Day, Gandhi Jayanti, Rabindra Jayanti, International Yoga Day, World Youth Day, World Anti-Tobacco Day, World Cancer Awareness Day, World Environment Day, World Aids Day among others. The NCC and the NSS units of the college for the most part organize these commemorative programmes. The Principal and the teachers in charge of the NCC and NSS wings of the college along with other assisting teachers and non-teaching staff members participate in these programmes. This year, due to pandemic situation, almost all events were organized online.

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	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

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

1. Conservation of Bio-diversity and Environmental Awareness Programme.- Canopy, the Nature Club of the college aims at promoting the conservationist practices and developing among the activists a sense of intimacy with the natural environment. It works in collaboration with NSS and NCC units of the college in spreading the environmental awareness in the locality. A water body and a grove in campus are maintained by Canopy for creating a model for flora and fauna preservation. The water body is a habitat for the winter migratory Lesser Whistling Teal. and is used for pisciculture as well. Apart from this, Canopy and NSS organize tree plantation programme inside the college campus. A butterfly garden has been developed inside the campus and it is being maintained by the members of Canopy. The canopy has formed a plastic-free zone inside the campus.

2. Arranging Seminars and Webinars on various topics - The institute has a tradition of organizing quality seminars on various academic topics. During this pandemic period, shifting to the online mode (i.e., webinars) was required. Some webinars focussing on the prevalent pandemic situation (on stress management and health awareness) were held. Also, the academic departments organized national and international webinars.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Since the mission of the college centres around the man-making education and holistic development of personality promotes projects, it aims to enable the students to connect with people and nature and encourages them to participate in community welfare activities as responsible citizens. While NSS supervises the programmes connecting students with local community, the college has a unique platform, named Canopy, for exposing the students to the natural environment. The Canopy aims at establishing a vital bond between the students and the nature through both traditional and nontraditional means including plantations, setting up butterfly garden, conservation of virgin land inside the campus, creation and conservation of new habitat of lesser known birds in the locality. This year, Canopy organized a Photography competition to celebrate the Big Butterfly Month on September. Also, a seminar on Dragonflies was organized on behalf of Canopy on 28th September. The staff facilitator supervise the efforts executed by the members of Canopy. The nature club dedicates itself to creating awareness about environmental, maintenance of ecological equilibrium, and strives continuously towards preserving the sustenance of nature and combating the destructive activities thwarting such initiatives and damaging the environment.

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

7.3.2 - Plan of action for the next academic year

1. Creating better infrastructure for running online classes from the college campus.
2. Optimizing the wi-fi facility for the students so that they can access e-resources.
3. Mobilizing the departments for producing e-contents for the students.
4. Arranging training courses for the teachers regarding the preparation of e-contents.
5. Introducing short-term certificate courses.
6. Introducing a course on Yoga for motivational purpose.
7. Creating a dedicated counselling cell which will work in collaboration with the Integrated Personality Development Programme team.