



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

KISHORE BHARATI BHAGINI NIVEDITA COLLEGE (CO-ED.)

**RAMKRISHNA SARANI, VIVEKANANDA PALLY, BEHALA, KOLKATA, WEST
BENGAL
700060**

www.kbbnc.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

February 2019

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Though our college situated in urban place, most students come from rural areas where the students are first generation learners. A large numbers of students are from SC, ST and Minority community. The main vision of our college is to create educational environment which provides quality and quantitative resources to the students who can tackle the changes and challenges of technology driven world. We educators being facilitators always promote each student to build up in their special field of interest. It is quite natural that all students do not have the same talent and so each one will achieve success in a different way. We grip fairness and liability through measurable learning outcomes, ethical data-driven decisions and student achievement. It has been our constant attempt to beat this urge by getting students and teachers. Let's work collectively to serve the cause of education for the betterment of the coming generation so that they live in a world where the mind is without fear and knowledge is free. The cultural programmes, seminars, health programmes and sports are organized by teachers and students together to acquire knowledge beyond boundaries of under graduate curriculum. Our college provides innovative educational opportunities and student support services which lead to the successful completion of three years under graduate degrees of specific curriculum designed by University of Calcutta. In future, vocational courses like automobile, , industrial chemistry, hospitality management, etc., would be introduced which can make an earnest attempt in this path and brought out positive aspects of the college to the eyes of the public so that they may appreciate and know the college even better. We are in no doubt the college will scale even better heights in the years to come and serve many more millions in the society.

Vision

We aim for superiority in all our teaching, learning and assessment, and from corner to corner our campus and facilities. We are innovative and creative in our attitude and approach, and encourage these qualities in our students. Effective and sustainable management of resources are implemented towards stakeholders of the College.

Mission

In spite of limited financial resources and inadequate building capacity (6300 sq, feet) the college introduces 14 undergraduate programs of B.A. B.Sc. and B.Com. The college provides sufficient contractual and guest teachers out of college fund to offer quality teaching through the development of significant thoughts, successful communication, creativity, and cultural consciousness in a safe, accessible and inexpensive learning community. Our main objectives are to provide a secure, welcoming, accessible environment where all students optimize their academic, career, and cultural development. In future, we have plan to offer technological services and support for students, faculty and staff those are mentioned below but not limited to:

- To deliver programs to improve computer literacy, i.e., soft skill enhancement.
- To introduce job oriented diploma and bachelor of vocational courses.
- To provide financial support to the faculty for research works.
- To seek collaboration from all sectors of the college and the community.
- To nurture a learning community where the values, goals, and learning styles of all students are

accepted and supported by the society.

- To make the whole campus as a green campus driven by green technology.
- To build high standard of integrity and performance to achieve academic as well as professional goals.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- The College is located away from the din and bustle of city within quiet and green environment.
- Experienced and Academically sound faculties.
- Healthy teacher –student relation.
- College is never experienced any agitation in form of student agitation or political agitation.
- Remedial classes are offered to weak students of some departments.
- Numbers of female students higher than the number of male students.
- College offers degree in all streams (Arts, Science and Commerce)

Institutional Weakness

- Lack of sufficient space
- Inadequate books and journals in library
- Insufficient numbers of permanent teaching and non teaching staff.
- Inadequate number of class rooms.
- Insufficient space of campus.
- Lift not yet installed.
- Lack of sports and games facilities.
- Inadequate waste disposal system in respect of laboratories.
- Library facility is not up to the mark.

Institutional Opportunity

- Location of the college may be utilised to attract large number of local and outside students.

Institutional Challenge

- * To provide new courses to new generation learners as per need of time.
- * To expand resource for modernization of the institution
- * To develop the skill of students for job opportunities.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The course curriculum is designed by University of Calcutta. Since the year 2017 our college implemented CBCS curriculum in Commerce UG programme along with pre-existing annual examination system with elective choice system in Under Graduate B.A & B.Sc. programmes since 2009. The CBCS system in Under Graduate B.A. and B.Sc. has been implemented simultaneously in academic year 2018-2019. As college follows University of Calcutta stipulated syllabus, we do not have any scope to develop or change curriculum of UG programmes. The syllabus is taught by teachers with proper lesson plans as per time frame of the academic calendar. The Academic Calendar, with details of academic activities of the particular academic year or academic session is available to the students at the time of admission/ readmission. In the beginning of the session or classes academic calendar mentioning examination schedule, probable date of publication of results, list of holidays, schedule of cultural festivals, etc is provided to students. The uses of learner-centric methods (viz., tutorials, practical, students' seminar, special lectures, field work and educational tour) are meticulously planned. The academic calendar is framed to ensure the complete of whole syllabus within stipulated time frame. Moreover, when the course remains uncovered within given time frame, the faculty members are engaged to complete the syllabus through extra classes. Internal Assessment is the method to prepare the students to regulate their sincerity in studies and to orient them for the end term university examinations. The IQAC facilitates the organization of various extension and co-curricular activities and fostering of communication and computer skills that ensure self development, value orientation and environment awareness. For weaker students arrangement of remedial classes is done for some departments.

Teaching-learning and Evaluation

The prescribed syllabi by University of Calcutta are of unit-pattern in every paper of every subject. Generally, Lecture with chalk and talk method is delivered by the teachers. Most Teachers use audio-visual teaching aids like overhead projector which are installed in class room, laboratory for interactive teaching, seminars both for teachers and students and field study of the curriculum. Experts in different areas, eminent personalities in the field of Sciences, Literature and Commerce are invited to address Seminars and special lectures for the students. Our virtual class room is used for special lecture collaboration with other institutions, a exchange programme. Each of the faculty members takes steps as the Counselor/Mentor/Advisor for the students in a group to solve their academic, personal problems and psychological or social problems. As per schedule of Calcutta University, Our college arranges Midterm Test within 2nd week of November in each year and Test Examinations of 1st year, 2nd year and 3rd year are held within 2nd weeks of March, February and January respectively in each academic year. Besides these evaluation processes, our departments take tutorials and class test examination on regular basis. The students who qualify at the test examination are appeared to the University Examination. Moreover, The students who are below the marginal level of pass mark are sent up on the basis of undertaking and consultation with parents in parents-teachers meetings. In the meeting, students' attendance and performance in the college examinations are announced to the parents and an interactive session is conducted to discuss various issues such as class room performance, discipline, participation in the activity club programmes, athletics etc. The teachers give special attention to the slow learners who are identified through scrutiny of internal assessments. Beside the slow learners, advanced learners are identified and encouraged by the teachers providing special attention to them. Further after publication of result of final examination at University level, the academic subcommittee recommends the students who are eligible for felicitation for their academic excellence. The students' feedback taken in various departments using anonymous questionnaire are analyzed in the meeting called by IQAC.

Research, Innovations and Extension

Research is an important part of the teaching-learning process. Faculty members are encouraged to apply for research projects to different funding agencies. The College does not have such scope at this time to provide infrastructure, laboratory and library facilities to the Faculty for research purpose. The institution is primarily a centre for undergraduate courses. Recently, Our College is a subscriber of NLIST journals. A few teachers actively guide jointly the researchers in collaboration with other Faculty of the University who acts as supervisor of the research. Teachers are engaged in reserach publications in journals of various international, national, others levels . Teachers join seminar at different levels and present papers. The college has option for teachers to join Faculty Development Programmes.

Infrastructure and Learning Resources

Though our college has inadequate permanent teaching and Nonteaching staff, the management provides a large number of Guest Teachers and Nonteaching staff out of College Fund to extend the teaching-learning process. The college provides sufficient number of water purifier for pure drinking water of the stakeholders and a number of computers are provided for browsing. The whole campus is Wi-Fi Zone. A few numbers of sports equipments are provided to the students for regular practice. A room is specially given for Yoga & Music Club where the students exercise frequently. Separate common rooms for male and female students and a Cheap Canteen are provided to the students.

Our Library has 7880 (5650 upto academic year 2017-2018) text and reference books, two daily news papers and NLIST journal. It provides reading room and lending book facility to the students and teachers. The students and teachers can collect e-resources from internet provided in the library. We have also one virtual class room for teaching exchange programmes and seminars. Financial support is also provided to the economically weak and physically handicapped students. IQAC supervises and monitors the Orientation Programme organized by the college for the new students at the beginning of the session. The sub-committees like Academic Subcommittee and Cultural Subcommittee encourage students' seminars and symposia.

Student Support and Progression

The college management with IQAC and all teaching and non teaching members look after academic and non academic matters of students. Teachers organize Orientation Programme for the new students at the beginning of the session to inform about the college history, values of education and duties for society. The college organizes various kinds of academic and extra-curricular activities under the guidance of teachers under responsibility of various sub-committees. Concession in tuition fees for needy and meritorious students, flexibility of payment of excursion fee through installments, book bank for needy students, mentoring, counseling etc. are some of the measures adopted for students support and progression. Students are encouraged to join higher education like Post Graduate courses for higher learning. Student seminars and symposia are organized by some departments.

Governance, Leadership and Management

Though our college has inadequate permanent teaching and Nonteaching staff, the management provides a large number of Guest Teachers and Nonteaching staff out of College Fund to extend the teaching-learning

process. The college provides sufficient number of water purifier for pure drinking water of the stakeholders and a number of computers are provided for browsing. The whole campus is Wi-Fi Zone. A few numbers of sports equipments are provided to the students for regular practice. A room is specially given for Yoga & Music Club where the students exercise frequently. Separate common rooms for male and female students and a Cheap Canteen are provided to the students.

Our Library has 7880 (5650 upto academic year 2017-2018) text and reference books, two daily news papers and NLIST journal. It provides reading room and lending book facility to the students and teachers. The students and teachers can collect e-resources from internet provided in the library. We have also one virtual class room for teaching exchange programmes and seminars. Financial support is also provided to the economically weak and physically handicapped students. IQAC supervises and monitors the Orientation Programme organized by the college for the new students at the beginning of the session. The sub-committees like Academic Subcommittee and Cultural Subcommittee encourage students' seminars and symposia.

Institutional Values and Best Practices

Our college has a duty to sustain all its teaching-learning programmes keeping values of traditional, eternal and moral deliberations. It caters its human and other resources to the backward and the underprivileged communities as well as advantaged sections. Teachers, staff and students are made conscious regarding the mission through cultural programmes, college publications and prospectus. To sustain the quality and values of mission , our college practices the following activities.

- Sufficient numbers of college appointed full time teachers, guest teachers and nonteaching staffs are employed to provide better services to the students.
- Fully on-line admission process based on academic merit of last examination passed, i.e. Higher Secondary.
- 2-hour Introductory Orientation Programme for fresher to familiarize them with the history of college, academic, extra-curricular and administrative systems of the college
- Annual Parent-Teacher interactions after publication of results of test examination and university examinations.
- Free Studentship and large number of books are provided to needy students
- Grievance Redressal Cell, Women's Cell and Counseling Centre for students
- Regular Activity Clubs focusing on music, drama, photography, etc. to give the students a platform to showcase their talents.
- Remedial classes are taken especially for honours students for some departments.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	KISHORE BHARATI BHAGINI NIVEDITA COLLEGE (CO-ED.)
Address	Ramkrishna Sarani, Vivekananda Pally, Behala, Kolkata, West Bengal
City	KOLKATA
State	West Bengal
Pin	700060
Website	www.kbbnc.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	SHIB SANKAR SANA	033-24043206	7595956899	-	kbbncollege@gmail.com
IQAC Coordinator	RAJESH DAS	033-8910995471	9163558118	-	profrajeshdas2010@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
-----------------------	--

Date of establishment of the college	31-08-2001			
University to which the college is affiliated/ or which governs the college (if it is a constituent college)				
State	University name		Document	
West Bengal	University of Calcutta		View Document	
Details of UGC recognition				
Under Section	Date		View Document	
2f of UGC	18-08-2017		View Document	
12B of UGC	18-08-2017		View Document	
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Ramkrishna Sarani, Vivekananda Pally, Behala, Kolkata, West Bengal	Urban	0.14	0.14

2.2 ACADEMIC INFORMATION

NAAC

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Bengali	36	Higher Secondary	Bengali	55	39
UG	BA,English	36	Higher Secondary	English	33	33
UG	BA,Education	36	Higher Secondary	English,Bengali	33	7
UG	BA,History	36	Higher Secondary	English,Bengali	33	7
UG	BA,Philosophy	36	Higher Secondary	English,Bengali	33	1
UG	BA,Political Science	36	Higher Secondary	English,Bengali	33	12
UG	BA,Geography	36	Higher Secondary	English,Bengali	55	42
UG	BSc,Chemistry	36	Higher Secondary	English,Bengali	50	39
UG	BSc,Zoology	36	Higher Secondary	English,Bengali	28	28
UG	BSc,Physiology	36	Higher Secondary	English,Bengali	50	39
UG	BCom,Accountancy	36	Higher Secondary	English,Bengali	55	17
UG	BSc,Physics	36	Higher Secondary	English,Bengali	20	1
UG	BSc,Mathematics	36	Higher Secondary	English,Bengali	20	0
UG	BA,Economics	36	Higher Secondary	English,Bengali	25	25

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				3				19			
Recruited	1	0	0	1	0	3	0	3	4	7	0	11
Yet to Recruit	0				0				8			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				18
Recruited	6	1	0	7
Yet to Recruit				11
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	0	2	0	1	5	0	9
M.Phil.	0	0	0	0	1	0	0	1	0	2
PG	0	0	0	0	0	0	3	1	0	4

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	3	0	3
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	6	0	7

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	10		10		20

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
		UG	Male	303	0	0
	Female	324	0	0	0	324
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	108	105	128	135
	Female	91	85	92	86
	Others	0	0	0	0
ST	Male	3	3	0	0
	Female	0	2	0	0
	Others	0	0	0	0
OBC	Male	20	40	46	43
	Female	20	22	22	21
	Others	0	0	0	0
General	Male	172	158	199	224
	Female	213	181	220	236
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		627	596	707	745

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 326

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
14	11	11	11	11

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
622	595	585	745	712

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
317	277	245	191	179

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
93	132	140	190	179

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
14	14	14	14	09

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
22	22	22	22	22

File Description	Document
Institutional Data in Prescribed Format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 19

Number of computers

Response: 16

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
29.59	27.49	26.45	25.10	24.77

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

The college follows strictly the time schedule and syllabi designed by the University of Calcutta. Each department provides academic calendar and split of syllabi to the students at commencement of the session. The teachers maintain lesson plan individually and all teachers at any time give attention to the students requirement and even they discussed the matter through overhead phone. Tutorial classes are taken regularly in each subjects in which slow learners and advanced learners are identified. The teachers emphasize on special discussion with the slower and advanced students separately. Sometimes expert teachers are invited to deliver special lectures on particular topics in exchange programme. The students are referred the important study materials given in learning resources those are available in library. Records of attendance and marks obtained in class test and mid and final test examination are analysed and kept in concerned departments. After analysis of the results in IQAC meeting, actions are taken by the committee to improve and betterment of the results of the students. Some departments meet parent teacher meeting for slow learners for betterment of the student. The IQAC along with Academic Subcommittee make a plan of action before commencement of the session as follows.

1. Academic Calendar
2. Training sessions for teachers to take audio-visual classes
3. Students exchange programmes for each departments
4. Teachers exchange programmes giving emphasis to inter-disciplinary approach
5. Organising lectures by college faculty among the teachers fraternity
6. IQAC insisted every full time teachers to spend at least 5 hours on working day
7. To organise a programme on soft skill training e.g. computer basics.

The college encourages the teachers to attend short term, orientation, refresher courses, workshops and seminars organized by colleges and Universities for acquiring necessary skills for effective delivery of the curriculum.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the certificate/Diploma programs	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years**Response: 0****1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	00	0	0

File Description	Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility**1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years****Response: 20.25****1.2.1.1 How many new courses are introduced within the last five years**

Response: 66

File Description	Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 100

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 14

File Description	Document
Name of the programs in which CBCS is implemented	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years**Response:** 0

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum**Response:**

The College offers Environmental Studies as compulsory UG courses which address Environment and Sustainability and some part of Gender, Human Values and Professional Ethics are taught in History, Political Science, Chemistry, Geography and Commerce . All the courses are designed by the University of Calcutta.

The Environmental Studies consists of 100 (Theory-75 & Field work-25) marks and includes the following topics in its curricula.

1. Fundamental of environment
2. Nature and natural processes

3. Ecosystem
4. Population and environment
5. Land and water use of the Earth
6. Air pollution
7. Energy source
8. Environment and public health
9. Waste management
10. Environmental policies

File Description	Document
Link for Additional Information	View Document

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 0

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 7.56

1.3.3.1 Number of students undertaking field projects or internships

Response: 47

File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise**A. Any 4 of the above****B. Any 3 of the above****C. Any 2 of the above****D. Any 1 of the above****Response:** D. Any 1 of the above

File Description	Document
Any additional information	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback processes of the institution may be classified as follows:**A. Feedback collected, analysed and action taken and feedback available on website****B. Feedback collected, analysed and action has been taken****C. Feedback collected and analysed****D. Feedback collected****Response:** C. Feedback collected and analysed

File Description	Document
Any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 48.27

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
365	311	191	322	308

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
658	658	658	575	575

File Description

Document

Institutional data in prescribed format

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 51.41

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
147	155	079	124	103

File Description**Document**

Institutional data in prescribed format

[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners**Response:**

The students are admitted through online on the basis of merit. The slow learners and advanced learners are primarily identified in class and tutorial classes and they are identified finally after midterm test examination. The following necessary measures are taken for slow and advanced learners:

Slow Learners:

- The class teachers first counsel the students to find out their problems of not understanding the subject matter and then give suggestions for betterment.
- The class teachers use audio-visual lectures for them and give more home works and subsequently the teachers make correction their notes.
- If any personal problems diverge their concentration in study, the guardians are advised to look after their wards for invest more times for regular study.
- The class teachers suggest the appropriate reference books for preparing standard notes of the topics.
- The field works and project works are assigned to understand a particular topic.
- Remedial classes are conducted for the weaker students based on the results of test examination.
- Attention on regular attendance of classes both theory and practical is given and parent teachers meeting is held to inform about their performances regarding class and discipline.

Advanced Learners:

- Standard books are advised to study and their notes are checked by the teachers.
- Student exchange programmes are conducted frequently.
- Students seminar and group discussion are organized to build up their leaderships.

- Motivating them with awards, and prizes for departmental activities like best paper presentation and rank in college.
- They are suggested to do project works and practical works following the curriculum to increase research interests.

2.2.2 Student - Full time teacher ratio

Response: 41.8

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	View Document

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

Response:

The following student centric methods are adopted for enhancing learning experiences.

1. Objective of the Practice: The practice motivates the students in college centric for studying and minimizes the dropout rate.

2. The Context: Due to socio-economic problems, some students are under mental stress and standing apart the education. In class room teaching learning process, teachers could not give attention to address their individual problems in class room. Our college fixes mentors who are selected from permanent teachers and can promote the students to make clarity in thinking and decision-making for overall programme.

3. The Practice: Based on our student strength, each teacher is assigned 10 students. Except mentors, every teacher try to solve the any problems of the students if they seek suggestions from the teachers. Generally, the mentors meet at least once a month to address personal and academic affairs.

4. Evidence of Success: This practice strengthens not only the teacher-students bonding. It increases attendance of the students and participation in co-curricular activities that make a responsible human being and better results in the examinations.

5. Resources: The experience and good quality teachers do this job with satisfaction.

File Description	Document
Any additional information	View Document

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 60

2.3.2.1 Number of teachers using ICT

Response: 9

File Description	Document
List of teachers (using ICT for teaching)	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 207.33

2.3.3.1 Number of mentors

Response: 03

2.3.4 Innovation and creativity in teaching-learning

Response:

The teachers provide assignment for home works of a topic after class room lectures. To attract the students' motivation, some classes are taken in ICT enable class rooms. The teachers use LCD projector, Laptop to deliver their lectures which make learning more interesting for the students. In our virtual class room, our teachers and students take part in collaborative interactive teaching learning systems in which expert teachers deliver lecture by PPT. In students' seminar, the students deliver lecture/ present paper on a particular topic where best paper presenter is awarded a certificate to encourage their efforts for teaching learning process. As more than 90% students have android phone and our college is WiFi (free zone) equipped, teachers recommend e-resources (You-tube and lecture notes) to assist the students. In literature and social science and Science subjects, documentary films are shown to the students and then group discussion and interactive session are held to clear their doubt in knowledge of the topic. Field work in Geography and Science subjects , project work and educational tours in Humanities are conducted to attract and motivate the students for learning a particular topic. The teachers take tutorial and practical classes to smooth the progress of students' performance. Tutorial classes are taken frequently which are allotted in the master routine of the college.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 59.09

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 37.46

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
05	05	05	05	04

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 11.94

2.4.3.1 Total experience of full-time teachers

Response: 167.2

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 0

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The college has carry out the following reforms in CIE system:-

1. Academic sub-committee headed by a convener with some members has been formed to oversee and look after activities of the college. The committee conducts different examination (Mid term, Final Test,Tutorial, Project and Practical) following prescribed schedule of the University of Calcutta.
2. The college has made it compulsory for students to attend and participate in students' seminar and workshops in which other students from another college are invited.
3. Remedial classes in some subjects are taken for slow learners in which interested students are also welcome to attend the classes.
4. After Final test examination, our counseling sub-committee do counsel the students to mark their drawbacks and discuss and give suggestion to overcome the problems in parent teacher meeting if needed.
5. Collaborative project work, field work, excursion reports and student presentations are taken in most courses.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety**Response:**

The college follows strictly time schedule of all the examinations (Mid-Term Tests, Final Tests, Tutorial and Practical Examinations) prescribed by the University of Calcutta and the results are published within 15 days from completion of the examinations. The concerned evaluators/subject teachers distribute the evaluated answer-scripts among the examinees. The students can discuss about their mistakes in answer scripts with the concerned evaluator and get suggestions for best answer of the question. The question papers are printed in a confidential outside printing cell. The class –tests are taken frequently in Honours subjects only and mistakes in evaluated answer scripts as well as good answer scripts are analyzed in whole class by the concerned faculty. The schedule of Class-Tests continues till the end of the session followed by the schedule of the University of Calcutta. The students both advanced and weak learners are given suggestion or prescribed the good books to write the answers again as home assignments which are again evaluated by the teachers.

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient**Response:**

The evaluated answer-scripts are distributed by the relevant faculty members to the students. The standard answers are clarified by the examiners if any doubt arises in the students. The PTM (Parent Teacher Meeting) is held for the Part-I, II & III students after publication of results where discrepancy between class-performance and performance in examination are discussed. If any discrepancy occurs, the teachers think it to be their accountability to identify the cause behind such discrepancy. The interaction between the parents and the relevant faculty members can be crucial for such identification. Purely academic discrepancies are solved whole-heartedly by the academic sub-committee.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE**Response:**

The Academic Sub-Committee prepares academic calendars before commencement of every session which contains examination schedule of Part-I, II and Part-III students abide by stipulated schedule of University of Calcutta. The days of co-curricular activities like birthday celebration of National Patriots, Independence Day, Republic Day, Rabindra Jayanti, Bonomohotsav (Plantation), Library Day, etc., are declared at commencement of the academic session.

The College also fixes the tentative dates of Field Trip, Practical and Tutorial Examination and seminars in academic calendar but these may be changed in unavoidable situation. The time schedule is designed for all the courses and is distributed amongst the faculty members of every department. Lesson plan is prepared in accord with this time table which in turn facilitates in the scheduling of classes. The faculty

members keep work diaries to record their executed assignments.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

The utility of every programme outcomes are as follows:

PSO of BA Bengali:

1. Studying the history of Bengali language. The socio – economic and political background of the development of the language and following the history of the development from ancient to modern versions.
2. Advanced Grammar in its comprehensive totality.
3. The variations of folk language.
4. The format of play, its development and variations.
5. Poetry and its glory, the development and variations. The historical context of development.
6. Novels and their variations.
7. The art of essay writing.
8. History of various other languages and a comparison with the Bengali language.

PSO of BA Education:

1. Concept, aim, function, role of Education as a subject.
2. Education and its connection to Philosophy, Psychology, History and Sociology.
3. Contributions of famous philosophers, psychologists, historians and sociologists in the development of education as a subject.
4. Cognitive, psychological, historical and sociological analysis of the subject.
5. School as an organization.
6. The concept of Educational management.
7. Counselling and educational guidance.
8. Data analysis and use of statistics in analyzing education, its systems and sub – systems.

PSOs of BA History:

1. History of India from the earliest Times to 600 CE : economic, social, cultural and political lives of the elite and commoners.
2. History of India from C 600 to C1500 with similar focus as above.

3. Transformation of Europe (15th – 17th Centuries).

4. History of India from C1500 to C1800.

5. History of East Asia from 1839 to 1950.

OR

Aspects of Antiquity

6. History of India from C1800 to 1964.

7. History of Europe from 1789 to 1919.

8. World Politics in the 20th Century from 1919 to C2000.

PSOs of BA Economics:

1. Understanding the concept of economics, the economic dynamics of Indian and world economies.
2. Microeconomic and macroeconomic concepts and analysis.
3. Widespread use of mathematics and statistics for economics.
4. Concepts of market, economy, trade in the macroeconomic sense.
5. Development theory and Economics and their interplay.
6. International economies and economics.

File Description	Document
Any additional information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

CO of BA Education:

1. To understand the meaning, aims, functions and role of education.

2. To understand the relation between education and philosophy, psychology, history , sociology, etc.
3. To be acquainted with the contribution of great educators.
4. To know the patterns of different aspects of human developments and relate this knowledge with Education.
5. To be acquainted with the cognitive approach to development and thus to understand the processes and factors of cognition.
6. To be acquainted with the salient features of education in India in Ancient & Medieval times, in British India and in Independent India.
7. To be acquainted with current issues and trends in Education.
8. To understand the concept of school organization.
9. To be acquainted with modern aspects of school organization.
10. To understand the difference between educational Management & Administration at different levels of education.

File Description	Document
Any additional information	View Document

2.6.3 Average pass percentage of Students

Response: 52.69

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 49

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 93

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.37

NAAC

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

List of project and grant details

[View Document](#)

3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

Kishore Bharati Bhagini Nivedita College (KBBNC) is an undergraduate institution having students from the rural suburbs of Kolkata. In the present scenario, the staff of KBBNC works in unison tirelessly to develop a basic understanding of the subjects and the future prospects related to it. In the process of doing so we have developed a close knit ecosystem of the teachers, students and staffs of the college working to promote and develop the students for their future professional life. KBBNC, being an institution offering only undergraduate courses, naturally does not attract incubation centres attached to business hubs. Despite the short comings, we do arrange for various workshops to facilitate the rate of success in the professional career of the students.

Workshops from the following companies were done for twice a year in every session: Arena multimedia, Aptech, iLeap for development of career in computer applications. Career Launcher, provided an opportunity for job interviews for the graduate students. Aptech Airhostess also arranged for workshop for interested candidates wanting to become an airhostess. Glamour Fashion Designing introduced students to the opportunities present in the fashion industry. We also help to promote Govt. of West Bengal organised independent programs like “Sabalamban”, to help female students to develop their own identity.

File Description	Document
Link for Additional Information	View Document

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.06**3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
01	02	00	01	00

File Description**Document**

List of research papers by title, author, department, name and year of publication

[View Document](#)**3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years****Response:** 0.46**3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	04	01	01	0

File Description**Document**

List books and chapters in edited volumes / books published

[View Document](#)**3.4 Extension Activities****3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years****Response:**

Kishore Bharati Bhagini Nivedita College (KBBNC) arranges for social awareness among students organising programs related to social issues like environment, health, education of the underprivileged children, thus helping in developing a matured personality of the students. Environment Day, Van Mahotsav, Blood donation camps, donation of books and stationary items for the children of the underprivileged section of the society, are arranged on regular basis every year for the last five years. Health check up and diet survey of the local Rickshaw pullers was arranged by the department of

Physiology in the year 2016, to provide the students with a comprehensive idea about the working underprivileged class. Students are made aware of potential environment problems through regular classes on ENVIS. Special lectures on environment are arranged to develop awareness among the students. We promote planting by arranging plantation programmes during the Van Mahotsav week in July. We also promote environmental awareness in the way of gifting plant saplings during invitations, guest visits on different occasions. Blood donation camps are arranged every year with the help of the Students and self financed NSS unit of KBBNC. We also arrange for personal counselling of students on grounds of emotional, financial and career, so that the students can have an all round development.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

Number of awards for extension activities in last 5 years

[View Document](#)

3.4.3 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 last five years

Response: 0

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 0

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 15

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	3	5	3	3

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

Kishore Bharati Bhagini Nivedita College (KBBNC) is a very small institution with respect to area. It was established in the year 2001 in the ground floor of the attached school building as an extension of the school. Over the years we have developed into a four storey building comprising of 18 classrooms, five laboratories with arrangements for conducting theory classes as well. Besides this we have library, students' activity rooms, staff room, office, canteen, toilets. We have tried to accommodate ourselves in the best possible way in the available space, although the requirement is a lot more. Within the limited capabilities, we have provided the students with a smart classroom, overhead projectors in a few class rooms, a computer work place, reading room attached to the Library, internet facility and a small garden place. Our laboratories are well equipped with necessary instruments and facilities required for smooth and efficient conduction of practical classes. Our institute arranges for regular field studies and educational tours for accomplishing the required results of a practical based study system. Our laboratories have developed through the years with regular developments being under taken in the process to achieve a state of art facility in future. We are constantly on the move to redesign the available space to provide our students with the best possible facilities with the limited space and amenity we own.

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

Response:

Within the limited available space of our institution Kishore Bharati Bhagini Nivedita College (KBBNC), we have arranged for 4 (four) activity rooms for students which include one exclusive room for female students only. One room has been allotted for students' relaxation and portable indoor games like Chinese checker, cards and board games like chess and ludo. We have another space allocated for table tennis. The other room is allocated for Yoga and few portable gym equipments for general fitness. This room is also used for music practise. The students' room for indoor games are used for other cultural activities like recitation, drama and music practise by students. Although our institution does not have a ground attached to it, but we use an adjacent playground for outdoor games like football, cricket and badminton. Our college prepares students for inter university competition every year. We participate in football and cricket tournaments on a regular basis. We have a Sports Day organised every year to promote an environment of friendliness, selflessness and develop sportsmanship spirit in the students. We organise cultural programmes every year on various occasions like, Independence Day, Freshers' Welcome, College Social, Saraswati Puja, Rabindra Jayanti and other such occasions. We have our students' performances on all these occasions. We have two committees one each for Sports and Cultural Activities which function regularly to have a well planned cultural and sports development of the students.

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc**Response:** 21.05**4.1.3.1 Number of classrooms and seminar halls with ICT facilities****Response:** 04**File Description****Document**

Number of classrooms and seminar halls with ICT enabled facilities

[View Document](#)**4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.****Response:** 11.25**4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)**

2017-18	2016-17	2015-16	2014-15	2013-14
6.53	1.52	2.09	2.64	2.54

File Description**Document**

Details of budget allocation, excluding salary during the last five years

[View Document](#)**4.2 Library as a Learning Resource****4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:**

Kishore Bharati Bhagini Nivedita College (KBBNC) is fairly a new institute with very limited resources and funding. Within this available limited resources and nominal occasional funding by the Higher Education Department of west Bengal we have a fair collection of essential books required by the students. Our library is well organised and the books are categorised as per subjects and have been catalogued. The library is functional on all working days and books are lent out on card to the students as well as teachers for reference. The library could not be automated using ILMS due to lack of infrastructure and financial resources. Under the circumstances we were able to just systematically arrange the library by manual system in the best possible way.

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment**Response:**

Our library at Kishore Bharati Bhagini Nivedita College (KBBNC) is well organised and has a fair collection of books. We procure the most essential books required by the students for their references in the completion of their undergraduate students. As we have students from mostly the less privileged section from the rural belts, we need to procure many copies of the regular books required by the students for reference study. Thus, without the availability of proper funding the library cannot be enriched with the rare books and manuscripts, special reports and journals. We have only two rare books in Library.

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: D. Any 1 of the above

File Description

Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc

Document

[View Document](#)

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 0.27

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.60	0.25	0.20	0.13	0.18

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: No

4.2.6 Percentage per day usage of library by teachers and students

Response: 7.79

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 50

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Kishore Bharati Bhagini Nivedita College (KBBNC) initially started with two computers in the year 2007. Over the years our institution regularly updated the IT facilities and presently we have 16 computers with latest possible facilities. We also have printers along with copier facilities. All our computers are Quick Heal protected and enabled with Wi-Fi connections. We have one laptop for use with an LCD projector for portable use in different classrooms. We have two more LCD projectors to our account. We have a well equipped smart classroom with microphone system. We also have one overhead projector. We previously had data cable connection and only two computers were enabled with internet connection. At present we have Wi-Fi enabled computers. Wi-Fi was introduced in the year 2015. The computers are located in the following places:

Place/Location	Number of Computers
Office room	4 with Printer
Principal's Room	1 with printer
Staff room	1
Dept. of Commerce	2
Dept. of Geography	5 with printer
IQAC cell	1 with printer

4.3.2 Student - Computer ratio**Response:** 39.19**4.3.3 Available bandwidth of internet connection in the Institution (Lease line)****>=50 MBPS****35-50 MBPS****20-35 MBPS****5-20 MBPS****Response:** 5-20 MBPS**File Description****Document**

Any additional information

[View Document](#)**4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)****Response:** No**File Description****Document**

Facilities for e-content development such as Media Centre, Recording facility,LCS

[View Document](#)**4.4 Maintenance of Campus Infrastructure****4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years****Response:** 6.98

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
4.19	1.05	1.05	1.42	1.81

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document

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.

Response:

KBBNC has fairly maintained the limited facilities available at their disposal. There is a building committee to look after the maintenance, repair and constructional work related to the building. Construction, repair and maintenance of the main building and physical infrastructure like water, power supply and gas is looked after by this committee. There are vendors regularly attending to calls related to water supply, electrical equipment and gas connection problems if any. All day to day faults are attended and repaired by hired technicians, carpenters etc. Toilets are cleaned and maintained by a recruited staff. The maintenance and repair work of furniture and fixtures and other physical infrastructure are brought to the notice of authorities by faculty and staff on a regular basis. Computers and other equipments are looked after by vendors on an on call basis as and when required. Laboratory equipments and facilities are looked upon by laboratory assistants on a regular basis and are supervised by the teacher in charge of the respective departments. Problems related to laboratory equipments are solved by on call hiring of technicians. Stock registers are maintained in laboratories for equipments and other consumables. Sports goods and facilities are maintained by the Sports Sub-committee. Classrooms are cleaned and maintained regularly by the our staff. We have security posted at the entrance with visitors register ensuring security of students and staff. Library is maintained by the Librarian under the active supervision of the Library sub-committee. We have an active participation from the students' end as well in taking care of college property as their belonging.

5.3.2: Presence of an active Student Council & representation of

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 36.87

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
233	215	474	168	166

File Description

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Document

[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 0

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Number of students benefited by scholarships and freeships besides government schemes in last 5 years

Document

[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling

- 3. Soft skill development
- 4. Remedial coaching
- 5. Language lab
- 6. Bridge courses
- 7. Yoga and meditation
- 8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: E. 3 or less of the above

File Description	Document
Details of capability enhancement and development schemes	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 0

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students benefitted by VET	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 8.6

5.2.2.1 Number of outgoing students progressing to higher education

Response: 08

File Description	Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
32	61	45	72	61

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

KBBNC has a very active students' Council which is headed by the General Secretary selected by student election. This council has various members in charge of different activities like sports, cultural programmes, social activities and class representatives for each stream and section of students. The General Secretary represents the students' council in the Governing Body of the college. They have active participation in various sub committees like, Sports, Cultural committee etc. The students' council actively communicates with the faculty regarding any problems faced by the students, helping us to refine our understanding of the requirement of the students and also to resolve problems at the earliest. They actively take part in arranging Cultural and social awareness activities. The Council represents the students' view which actively helps in modulating and formulating future developmental plans in upbringing and nurturing the vision of our Institute

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 9.8

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
9	10	10	10	10

File Description	Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

Our college does not have registered alumni association or chapters (registered and functional) but the ex students of our college come to meet with their teachers at regular intervals at different occasions. The students who have got job take part in different cultural and academic activities and contribute financially and physically and discuss about the college's development and betterment. In spite of the employed and unemployed also used to come to consult with their teachers for competitive exams and suggestions for research work. In future we are taking initiatives to form alumni association with formal registration so that can contribute their experience and financial support to make the college better.

5.4.2 Alumni contribution during the last five years (INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 0

5.4.3.1 Number of Alumni Association / Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document

NAAC

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Kishore Bharati Bhagini Nivedita College (KBBNC) is governed by the active Governing Body popularly known as the GB. The GB consists of the President, the Principal, 3 teachers' representatives, 2 Non Teaching Staff representatives, General Secretary of the Students Union, two members nominated by the Government and two other members nominated by the University to which the college is affiliated, in our case University of Calcutta. Under the able leadership of the GB there are committees working in unison to achieve the objectives of our institution. This includes the Teachers council, student's Union and the Finance Committee.

The vision we foresee is following the footsteps of the name sake of our Institution the great and legendary Sister Nivedita. Our mission is to achieve education with conservation of Indian cultural tradition. We educate to become a human being with values and morals.

Principal, Faculty and staff develops and implements the plans suggested by the GB. The GB of the college works in close collaboration with the Principal to regulate and maintain the scholastic environment required for proper functioning of the college. The head of the Institution personally communicate with staff members to ensure smooth functioning in day to day work. The Teachers' Council meet regularly to discuss and further implement important decisions regarding academic and co-curricular activities of the college. The institution adheres to the Academic calendar to accomplish its objectives. Besides the teachers' council there are several sub committees which look in to the different aspects of development of the students and the institution as a whole. Parent Teachers meetings are held annually to discuss the short comings of students and also to receive suggestion from the guardians' end for further development of the institution. We have a students' union which actively communicates with the faculty regarding any problems faced by the students. This helps us to refine our understanding of the requirement of the students and suggest methodical changes to GB for formulating new work strategies and plans. The GB along with the Principal, Faculty and the staff always prioritise the students' need and formulates working plan accordingly to always achieve the vision.

6.1.2 The institution practices decentralization and participative management

Response:

KBBNC believes in working as a team where there is participation from each stratum of the institution. To achieve this, the management i.e. the Governing Body acts as the supreme authority with various sub-committees under the leadership of convenors of the said sub committees. The Principal is the chairperson of all these committees as a result of which the head of the institution has an overview of the working status and features of these various sub-committees functioning in different layers and aspects. Thus there is hierarchal decentralization of managerial work load. This ensures smooth functioning at the same time gives everyone an opportunity to participate in the management of the institution. This gives every

individual a feeling of significance, bringing out the best in an individual. Each subcommittee has members from faculty, staff and students. All these sub committee under the able mentoring by the Principal functions as a team in improving the institutional facilities and ensures smooth running of the college.

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

Strategy: Keeping all records of students and financial matters in digital system and online admission for transparency.

Action Plan :

- To select standard software for online admission.
- To transfer details of admitted students to Students software
- To put every financial transaction in Accounts software

Process & Outcome of Implementation:

Purchase Committee invites tender from bonafide agencies through college website. Through open tendering process the committee selects lowest bidder and places purchase order to the selected bidder for install the online software two months before the commencement of online admission which is linked with our college website (<http://kbbnc.ac.in/>). The rules regulations of admission criteria, subject combinations and time schedule are notified in the admission portal. Finally, merit panel are displayed for e-counselling and the students are admitted through online according to their rank in the merit list. After completion of total admission within the time, the students details are transferred in the students software. The fees collections of the students of Part-I, II & III are done through online. Besides it, Financial transactions (Payment and Received) are made in Accounts Software where all data are kept safe. Moreover, hardcopies of daily transactions are kept in safe custody. Due to financial crisis, we could not digitized the library till now. We have submitted a requisition to the West Bengal College Service Commission wanting a librarian to fill up the sanction permanent post. In near future, we shall make the library fully digital operations system. The salary of the permanent teaching and non teaching staffs are disbursed through HRMS strictly abide the rules and regulations of the Government. The salary of Casual Nonteaching, College paid full time and guest teachers are disbursed through RTGS. Every Government Fund is disbursed to the incumbent through either HRMS or PFMS.

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

The Governing Body of the college is higher management body which co-operates all subcommittees to take any decision in favour of all stakeholders to sustain a healthy teaching-learning process. The Principal as Ex-Officio & Chairperson of each committees take decision unanimously for benefit of the students, teaching and nonteaching staffs. Our College has the following committees and cells to address all possible requirements of the stakeholders.

1. Teachers' Council (Statutory Body)
2. Students' Union
3. Finance Committee (Statutory Body)
4. Purchase Sub-committee
5. IQAC
6. Academic Sub-committee
7. Library Sub-committee
8. Cultural Sub-committee
9. Sports Sub-committee
10. Admission Sub-committee
11. Prospectus Sub-committee
12. Disciplinary Sub-committee
13. Anti-Ragging Cell
14. Eco-Club
15. Anti Sexual Harassment Sub-committee
16. Grievance Redresser Cell
17. SC-ST Cell
18. Provident Fund Sub-committee
19. Service Book Sub-committee
20. Magazine Sub-committee
21. Public Information Cell
22. Matri Bhasa Sub-committee

6.2.3 Implementation of e-governance in areas of operation

- 1. Planning and Development**
- 2. Administration**
- 3. Finance and Accounts**
- 4. Student Admission and Support**
- 5. Examination**

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: C. Any 3 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

To run the College smoothly, 21 subcommittees are formed and approved by the Governing Body. Most committees and cells do their duties sincerely which are reflected in minutes of the meeting and implementation of their resolutions. Regular review meetings are conducted by the IQAC with all stakeholders. IQAC also interacts with the faculties informally to understand the requirements and placed their demand to the Principal. The Principal takes feedback from the departmental heads and different committees and subcommittees regarding teaching learning process.

6.3 Faculty Empowerment Strategies

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

Response:

Our college has the following welfare schemes for teaching and non-teaching staffs:

- * Festival advance for teaching & non teaching staff.
- * Ex-gratia for non teaching staff.
- * Loan without interest for casual non teaching staff.
- * Health scheme facility for both the teaching and nonteaching staffs are provided by Govt. of West Bengal.
- * Both refundable and non-refundable loans are given from Provident Fund abide by the rules of Government.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years**Response:** 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years

[View Document](#)**6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years****Response:** 0

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff

[View Document](#)**6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years****Response:** 27.94

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
04	05	07	02	01

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

Our college has performance appraisal systems for teaching staff only. All teachers note down their duties in a prescribed self appraisal book as well as in a common register book which is authenticated by principal everyday at the end of the day. In this book, number of classes allotted and taken, type leave if they require are written by the teacher. If classes are not taken by a teacher, he/she has to justify the reason for not taking the classes. Except classes and leaves taken by the teacher, participation in any seminar, workshop, special lecture, teacher exchange programme, Short-term Courses, Orientation, Refreshers are recorded in Self Appraisal Book which helps the IQAC to make a decision for persuade his/her CAS file to the Principal.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Our College does internal financial audits regularly. For this purpose, an assistant of Chattered Accounted is employed by the college. Besides it, External financial audits are done by government appointed auditor. Our external financial audits of the financial year 2013-2014, 2014-2015, 2015-2016 and 2016-2017 have been done by Government appointed Chattered Accountant. As we have an expert for this work, our internal work for audit purpose is updated. If the government auditor is appointed for this purpose, the audit of the financial year 2017-2018 will be updated. Besides it, we have done academic and administrative audit of last five years (2013-2014, 2014-2015, 2015-2016, 2016-2017 and 2017-2018) by external experts.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Our College is financial too weak. As college is not accredited by NAAC (Cycle-1), We are not eligible for submission of any type of proposals (Building Grant, Equipment Grant, Minor or Major Research Projects, etc.) asking grant from UGC. In the last five years, we have received few fund from state Government of West Bengal. Consequently, Our main source of income is students' fees which is determined by Governing Body. The finance committee allocate the fund based on the requirement of several departments of the college. Finally, the Governing Body sanctions/rejects/ moderates the amounts sanctioned by the finance committee. Then, the Purchase Committee invite tender from bonafide vendors/ supplier/agency to purchase the items with in the amount sanctioned by the GB. The purchase committee places the orders to the bonafide lowest bidder for supplying the items within a stipulated time. The Principal as a draft and disbursing officer disburse the amount after authentication by the Bursar of the College who looks after all financial matters and helps the Principal.

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

Response:

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

IQAC helps the Academic Sub – committee to organise tests and examinations specific to the institution, apart from the fixed University exams every year.

It guides the teachers to establish simple but effective class room feedback system through instant tests, ex - tempores, tutorial like discussions following the standard procedures of teaching.

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

Response:

Internal Quality Assurance Cell:

The Internal Quality Assurance Cell of Kishore Bharati Bhagini Nivedita College has been constituted as per the guide lines of UGC and is firm to follow all the principles which are necessary for the overall development of the college. The IQAC looks after both academic and non academic activities of college and seats for meeting at regular interval. Although IQAC put its agenda before the college management but it is resolved by the principal as matters are related to benefit of the institutions. The IQAC stresses upon following issues for the good academic and extra curricular environment within the college.

1. Participation in development of academic calendar and routine of the college.
2. To maintain the Academic Performance of teachers as required for CAS.
3. Initiatives are taken for student feedback for internal assessment.
4. To organize seminar, exchange programmes etc.
5. Proper regulation of college office.
6. Local Level project work.
7. Public display of library.
8. Games and Sports
9. Proper advertisement of anti ranging within college premises and on college website.
10. Student seminar with involvement of students as presenter.
11. To maintain and keeping the record of hours spent within the college premise.
12. Meeting with guardian at regular interval.
13. Conducting IQAC meeting at least once in three month.
14. More weightage should be given to multidisciplinary and interdisciplinary seminar.
15. Parent-Teacher meeting
16. Internal Examination and evaluation.

Internal Quality Assurance Cell:

The Internal Quality Assurance Cell of Kishore Bharati Bhagini Nivedita College has been constituted as per the guide lines of UGC and is firm to follow all the principles which are necessary for the overall development of the college. The IQAC looks after both academic and non academic activities of college and seats for meeting at regular interval. Although IQAC put its agenda before the college management but it is resolved by the principal as matters are related to benefit of the institutions. The IQAC stresses upon following issues for the good academic and extra curricular environment within the college.

17. Participation in development of academic calendar and routine of the college.
18. To maintain the Academic Performance of teachers as required for CAS.
19. Initiatives are taken for student feedback for internal assessment.

20. To organize seminar, exchange programmes etc.
21. Proper regulation of college office.
22. Local Level project work.
23. Public display of library.
24. Games and Sports
25. Proper advertisement of anti ranging within college premises and on college website.
26. Student seminar with involvement of students as presenter.
27. To maintain and keeping the record of hours spent within the college premise.
28. Meeting with guardian at regular interval.
29. Conducting IQAC meeting at least once in three month.
30. More weightage should be given to multidisciplinary and interdisciplinary seminar.
31. Parent-Teacher meeting
32. Internal Examination and evaluation.

Internal Quality Assurance Cell:

The Internal Quality Assurance Cell of Kishore Bharati Bhagini Nivedita College has been constituted as per the guide lines of UGC and is firm to follow all the principles which are necessary for the overall development of the college. The IQAC looks after both academic and non academic activities of college and seats for meeting at regular interval. Although IQAC put its agenda before the college management but it is resolved by the principal as matters are related to benefit of the institutions. The IQAC stresses upon following issues for the good academic and extra curricular environment within the college.

33. Participation in development of academic calendar and routine of the college.
34. To maintain the Academic Performance of teachers as required for CAS.
35. Initiatives are taken for student feedback for internal assessment.
36. To organize seminar, exchange programmes etc.
37. Proper regulation of college office.
38. Local Level project work.
39. Public display of library.
40. Games and Sports
41. Proper advertisement of anti ranging within college premises and on college website.
42. Student seminar with involvement of students as presenter.
43. To maintain and keeping the record of hours spent within the college premise.
44. Meeting with guardian at regular interval.
45. Conducting IQAC meeting at least once in three month.
46. More weightage should be given to multidisciplinary and interdisciplinary seminar.
47. Parent-Teacher meeting
48. Internal Examination and evaluation.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 0.6

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	0	0	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: D. Any 1 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

Response:

The college has progressed rapidly by proper utilization of the available resources provided by the faculty members and non-teaching staff of the college under clean and transparent administration of the Governing Body and is doing a remarkable job by providing quality teaching to the students. The university examination results bear ample testimony to this academic success. The cordial relation that exists between students and staff, both teaching and non-teaching, contributes to this glorious.

Incremental improvements made during the preceding five years. *In the past five years the institution has seen a spurt of buying and revamping of the library by appointing a professional librarian who helped in re – organizing the rather backward system of cataloguing books.*

Laboratories have been equipped with more equipments and necessary articles to facilitate better handling of student requirements. Newer and more user – friendly furniture, electrical fittings (LED lights) to facilitate better class access has been attended too. Larger class rooms that handle nearly 100 students or more have been fitted with microphones and sound systems.

NAAC

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 0

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	0	0	0

File Description

Document

List of gender equity promotion programs organized by the institution

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

Response:

Institution shows gender sensitivity in providing facilities such as:

Safety and Security:

The gatekeeper at the main gate of the Institution is very alert and vigilant about only allowing students of the institution and of course visitors with official work and connections. Idlers and outsiders are strictly not allowed.

At the Orientation Program, students are gently taught the value of consent in guiding co – student relations and also told the downside of harassment of various sorts, both sexual and asexual.

Students are not allowed to remain on campus without work or legitimate reason post working hours.

Vigilance by teachers and non – teachers help in creating a secure atmosphere for students, both male and female.

Counselling:

Teachers definitely overlook this process through mass awareness programs like seminars and workshops. There has been workshops, seminars and lectures on Sexual harassment, Ragging and its effects etc.

Teachers also utilize their inter – personal relations with the students to help them in various social and psychological crises they face.

Common Room:

There are separate common rooms for male and female students to conveniently help them relax and unwind. There are provisions of games for entertainment, mirrors for helping in keeping them groomed etc.

7.1.3 Alternate Energy initiatives such as:**1. Percentage of annual power requirement of the Institution met by the renewable energy sources**

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

Response: 20000

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 65

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 260

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 400

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

- Solid waste management :

There are strategically placed dust bins on all floors of the institution. They are cleaned and disposed of daily via KMC door to door collection mechanism. In case of larger programs which generate higher solid wastes KMC promptly sends larger waste collection vehicles to dispose off garbage. However, being strong believers in the green mode of functioning we have provisions of separate dust bins for bio – degradable and non - degradable wastes.

- Liquid waste management :

The liquid waste management system follows the KMC guidelines strictly and the waste is channelized through the pipelines laid by the Corporation. The college pipelines are internally checked regularly to prevent blockage and leakages.

- E-waste management :

We do not have e – waste of considerable quantity as defunct machines and computers are promptly sold away or disposed off at the right place. It does not get amassed at our institution.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Water is considered as life and we use water for drinking, irrigation, industry, transport and for other household work. Water is a cyclic resource which can be used again and again after cleaning. In majority the source of water in India is rain water but in many places shortage of water is fulfilled by rain water through its harvesting. In West Bengal rain water is stored thorough ponds and lakes for future use. In urban areas rain water is always an issue to be solved. As our college is situated in a urban sphere rain water is not a problem but a major source for ponds and lakes which are dried up during hot water. Although our college does not practice any rain water harvesting though we believe that this is a very effective and eco-friendly method to conserve eater for future use.

7.1.7 Green Practices

- **Students, staff using**

- a) **Bicycles**
- b) **Public Transport**
- c) **Pedestrian friendly roads**
 - **Plastic-free campus**
 - **Paperless office**
 - **Green landscaping with trees and plants**

Response:

a) Bicycles:

A lot of local students and college staff cycle to college thus helping to create a smoke free atmosphere and promoting a healthier lifestyle for self and others.

b) Public Transport:

Most students who travel from far and wide use public transport. Hence the pressure on personal use of hydrocarbon fuelled vehicles is rather less. Moreover a lot of them use green vehicles like human driven vans, rickshaws, electrical totos and cng – driven autos. So it can easily be said our students actively promote green mode of travelling.

c) Pedestrian friendly roads:

KMC has over the past few years made serious efforts to maintain smooth and navigable roads, clean walkways, tree – lined roads, well lit roadways thus promoting green pedestrian friendly roads. Moreover, our college being situated in a cosy , sleepy neighbourhood, the roads that approach the college has low traffic and hence is pedestrian friendly.

• **Plastic-free campus:**

While we cannot entirely ban usage of plastic in the campus, careless usage and strewing is strictly prohibited. There are separate dustbins kept at all floors for plastic and other non – degradable wastes.

• **Paperless office:**

The administrative section is conveniently connected by LAN and hence reduces the considerable exchange of printed papers between departments. So while the office is not entirely paperless, in keeping with green practices, we do use very little paper and only for external correspondence where e – connection is absent or needs to be corroborated with hard prints.

• **Green landscaping with trees and plants:**

We have a campus which is rather wanting of externally attached areas or porch. But despite such constraints we have lots of plants in our compound, in every floor, in prominent or even insignificant areas and even along the cemented backyard. They are regularly tended and watered by the professional gardener whose paid services are taken.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years**Response:** 0.05

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.08	0.0	0.0	0.0	0.0

File Description**Document**

Details of expenditure on green initiatives and waste management during the last five years

[View Document](#)**7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:**

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above**B. At least 6 of the above****C. At least 4 of the above****D. At least 2 of the above****Response:** D. At least 2 of the above**File Description****Document**

Resources available in the institution for Divyangjan

[View Document](#)**7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years**

Response: 0

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Number of Specific initiatives to address locational advantages and disadvantages

[View Document](#)**7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)****Response: 0**

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

7.1.12**Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff****Response: Yes****File Description****Document**

URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics

[View Document](#)**7.1.13 Display of core values in the institution and on its website****Response: Yes**

File Description	Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

File Description	Document
Provide link to Courses on Human Values and professional ethics on Institutional website	View Document

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 20

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	5	5	4	2

File Description	Document
List of activities conducted for promotion of universal values	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

We celebrate birth and death anniversaries of eminent personalities of yore, who had effected deep societal changes in their times. They were pioneers in their respective spheres and till date deserves our respect and hence the awareness among students being of utmost importance, we actively and enthusiastically celebrate their lives. Hence celebrating birthdays of Rabindranath Tagore, Kazi Nazrul Islam, Sister Nivedita (in whose name our institute is founded), Swami Vivekananda, Netaji Subhash Chandra Bose, Dr. Sarvapalli Radhakrishnan is a regular phenomena in our college. We celebrate birth and death anniversaries of eminent personalities of yore, who had effected deep societal changes in their times. They were pioneers in their respective spheres and till date deserves our respect and hence the awareness among students being of utmost importance, we actively and enthusiastically celebrate their lives. Hence celebrating birthdays of Rabindranath Tagore, Kazi Nazrul Islam, Sister Nivedita (in whose name our institute is founded), Swami Vivekananda, Netaji Subhash Chandra Bose, Dr. Sarvapalli Radhakrishnan is a regular phenomena in our college.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

Our institute is over nineteen year old and in its functioning of all these years it has always maintained complete transparency, by having timely and regular audits of all financial, academic, administrative aspects in a comprehensive manner. The IQAC looks after the academic audit of different departments from 2015 – 16 onwards. They are also supplemented by external experts namely Inspector – of – colleges, principals of other colleges. Financial audit is conducted by reputed Chartered Accountant firm and CAG. On the basis of these reports, College makes extensive future plans for further enhancement of function and definite development.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

1. a) **Introduction of Students' Capability Enhancement Program**

2. Objectives of the Practice

We aim for an all round comprehensive development of our students and encourage the flowering of their capabilities. For this we have introduced various intra – college competitions in the last three years. This helps them in honing their public – speaking skills, takes away stage – fright and promotes understanding of facing interview board prototypes. The competitions that happened in the last few years have been varied, like extempore, debate, quiz, spin – a – yarn, dance, song, recitation and even fashionable ramp walks. While extempore and spin – a – yarn enhances the creative capabilities of the students, debate helps them to think objectively and rationally. Quiz helps in enhancement of knowledge and the cultural competitions like song, dance and recitation hones the finer skills of the students. Fashion walks for both male and female students help them to enhance their confidence.

3. The Context

The need for proper personality development of students and the previous lack thereof of opportunities for development through co – curricular activities was the reason why we decided to take the plunge and get started on a path strewn with some difficulty as we had to motivate and mobilise the very shy students and help them get over their diffidence.

4. The Practice

The practice is not unique in its application and execution in the context of India's higher education. However our students who mostly come from under privileged and mostly rustic backgrounds hardly face such competitions in their formative years. They are usually shy and diffident in public and cannot articulate their wants and needs clearly. So for them these activities help in taking out their initial diffidence and reluctance and the exposure helps in giving them confidence to face the world.

5. Evidence of Success

It has been a new effort of the last three years, but it has already churned out immense interests and enthusiasm among students. People of first year who partook in competitions were eager the other two times too. They even encouraged their juniors the later years.

6. Problems Encountered and Resources Required

Participation levels have risen over the years but we would still want more. Also the qualitative levels of these competitions cannot be rated as of a superior quality. But given that most of our students are first generation literates, the effort has been rather worth its while. We are optimistic about gradual qualitative enhancement.

1. b) Introduction of a healthy Teacher - Students' ratio

2. Objectives of the Practice

We believe in quality over quantity. Hence despite having less students which does not properly make the institute commercially viable even, we try to keep a very positive teacher student ratio. We have ample college paid Guest lecturers who supplement our teachers in substantive and approved PPT posts. Hence even in our classes where we have one or few students in certain years, we have enough teachers to take on their responsibilities.

3. The Context

Ours is a small institution with sharp constraints of cash. However we strive to provide quality education. And hence we try to at give our students the best.

4. The Practice

This helps our students to have all round academic success and access to explanatory resources all year round. Our teachers are accessible and available via telephone even after work hours and the relationships we develop with our students sometime carry on for a life time way beyond the restrictive institute years.

5. Evidence of Success

Success is seen in the results which may not be excellent but can be categorised as not bad.

6. Problems Encountered and Resources Required

Our greatest problem is lack of funds . But despite such stifling constraints we move forth with the aim of providing better and all round education. Some government help in this direction would be welcome.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Kishore Bharati Bhagini Nivedita College was founded in the year 2001, with vision of promoting the core values of education which is required for a better society. College has always given priority to the education of underprivileged and rural population in spite of situating in the southern fringe of Kolkata metropolitan city. Most of the students studying in this college travel more than 2 hour from rural areas to get their education. College considers the application of students those who appeal for concession in tuition fee or excursion fee. A couple of important initiatives taken at the institution towards development of students through counseling and personal interactions. Students are free to discuss any kind of issue with teacher. Thus, a healthy relation between teachers and student grows with time. The college is housed in a moderately spacious four storied building and surrounded by peace loving middle class people. Thus, the conditions are ideal for higher learning. Located just adjacent to the industrial belt of Taratala and Khidipore , college has great opportunity to build human resources both skilled and unskilled through its

existing course programme and by introducing different kinds of vocational and professional courses to be absorbed by these industries. College has vision for introduction of some vocational courses which is helpful to get employment for new generation learner. In this regard, college is planning to open one course with the aid of DDUKK. It is the duty of our institution to identify and prepare the young men who are on the threshold of entering a new life to become a responsible citizen. In the processing of making a new India, we need skilled India. This goal of skilled India for some extent can be achieved through making our students more skilled by providing them education which is helpful to earn bread.

NAAC

5. CONCLUSION

Additional Information :

The college building is fully WiFi enable. The all stakeholders can access internet as it is free WiFi zone. We have one virtual class room where video-conference type collaborative lectures and seminars are organized. The College has anti-ragging cell, ICC, sexual harassment cell to ensure safety and security of the students and college staffs. The Teachers' Council deals actively academic and administrative issues. The Students' Union directly organizes Social Functions and co-curricular activities like plantation, Holly Utsav, Rabindra Jayanti, etc., and donate small token to the children of nearing slum. They organize medical checkup and blood donation camp in every year in our college. All teaching and nonteaching staffs are united to participate and support all programmes organized by the students.

Concluding Remarks :

The location of the College is at Behala, southern region of Kolkata. Though it is an urban place, major part of the students are admitted from rural area because local students first try to take admission in good and well equipped neighboring colleges. From beginning of the college to till date, we have minimum resources to modernize the institution in all aspects which attract the students. As a result, a less number of students are admitted in our college which do not fill up the intake capacity of different subjects. This is our challenge to attract the students for admission in our college. As our college is not accredited (1st Cycle) by NAAC till now, we do not have scope to submit the essential proposals to UGC for Grant. In future, we have plan to introduce vocational courses like B.Voc., Hospitality Management, Industrial Chemistry to sustain job opportunities of our students.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																														
1.2.1	<p>Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years</p> <p>1.2.1.1. How many new courses are introduced within the last five years Answer before DVV Verification : 03 Answer after DVV Verification: 66</p> <p>Remark : As per the HEI data attached with the Metric and 1.1 in response. The HEI has inducted BSc(Physics), BSc (Maths) and BA(Economics) in year 2017. All courses for these are presumed to be newly introduced.</p>																														
1.2.2	<p>Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented</p> <p>1.2.2.1. Number of programs in which CBCS/ Elective course system implemented. Answer before DVV Verification : 01 Answer after DVV Verification: 14</p>																														
1.3.3	<p>Percentage of students undertaking field projects / internships</p> <p>1.3.3.1. Number of students undertaking field projects or internships Answer before DVV Verification : 944 Answer after DVV Verification: 47</p>																														
2.1.2	<p>Average Enrollment percentage (Average of last five years)</p> <p>2.1.2.1. Number of students admitted year-wise during the last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>416</td> <td>332</td> <td>396</td> <td>380</td> <td>310</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>365</td> <td>311</td> <td>191</td> <td>322</td> <td>308</td> </tr> </tbody> </table> <p>2.1.2.2. Number of sanctioned seats year-wise during the last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>658</td> <td>658</td> <td>658</td> <td>575</td> <td>575</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	416	332	396	380	310	2017-18	2016-17	2015-16	2014-15	2013-14	365	311	191	322	308	2017-18	2016-17	2015-16	2014-15	2013-14	658	658	658	575	575
2017-18	2016-17	2015-16	2014-15	2013-14																											
416	332	396	380	310																											
2017-18	2016-17	2015-16	2014-15	2013-14																											
365	311	191	322	308																											
2017-18	2016-17	2015-16	2014-15	2013-14																											
658	658	658	575	575																											

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
658	658	658	575	575

Remark : As per the HEI data attached with the Metric in response to clarification.

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

2.1.3.1. Number of actual students admitted from the reserved categories year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
184	155	241	147	136

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
147	155	079	124	103

Remark : As per the HEI data attached with the Metric in response.

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

2.4.2.1. Number of full time teachers with Ph.D. year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
9	9	9	9	4

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
05	05	05	05	04

2.6.3 Average pass percentage of Students

2.6.3.1. Total number of final year students who passed the examination conducted by Institution.

Answer before DVV Verification : 53

Answer after DVV Verification: 49

2.6.3.2. Total number of final year students who appeared for the examination conducted by the institution

Answer before DVV Verification : 89

Answer after DVV Verification: 93

Remark : As per the HEI data attached with the Metric and with 2.3 in response. It is basically the number of students who appear first time that counts.

3.3.4

Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

3.3.4.1. Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
0	08	01	01	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	04	01	01	0

4.1.4

Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

4.1.4.1. Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
14563	33290	180884	131584	40430

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
6.53	1.52	2.09	2.64	2.54

4.2.4

Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

4.2.4.1. Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
36885	16330	24300	13200	18050

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0.60	0.25	0.20	0.13	0.18

Remark : As per the HEI data attached with the Metric in response.

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

4.4.1.1. Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
417000	481000	138000	153000	217000

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
4.19	1.05	1.05	1.42	1.81

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

6.3.4.1. Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
04	05	08	02	01

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
04	05	07	02	01

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action

	<p>3. Participation in NIRF</p> <p>4. ISO Certification</p> <p>5. NBA or any other quality audit</p> <p>Answer before DVV Verification : C. Any 2 of the above Answer After DVV Verification: D. Any 1 of the above</p>																				
7.1.8	<p>Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years</p> <p>7.1.8.1. Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>12000</td> <td>12000</td> <td>12000</td> <td>6000</td> <td>6000</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0.08</td> <td>0.0</td> <td>0.0</td> <td>0.0</td> <td>0.0</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	12000	12000	12000	6000	6000	2017-18	2016-17	2015-16	2014-15	2013-14	0.08	0.0	0.0	0.0	0.0
2017-18	2016-17	2015-16	2014-15	2013-14																	
12000	12000	12000	6000	6000																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
0.08	0.0	0.0	0.0	0.0																	
7.1.12	<p>Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff</p> <p>Answer before DVV Verification : Yes Answer After DVV Verification: Yes</p>																				
7.1.13	<p>Display of core values in the institution and on its website</p> <p>Answer before DVV Verification : Yes Answer After DVV Verification: Yes</p>																				
7.1.15	<p>The institution offers a course on Human Values and professional ethics</p> <p>Answer before DVV Verification : Yes Answer After DVV Verification: Yes</p>																				

2.Extended Profile Deviations

ID	Extended Questions
1.1	<p>Number of courses offered by the institution across all programs during the last five years</p> <p>Answer before DVV Verification : 14 Answer after DVV Verification : 326</p>
2.1	<p>Number of students year-wise during the last five years</p>

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
627	596	707	745	771

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
622	595	585	745	712

2.2 Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
325	325	325	284	284

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
317	277	245	191	179

2.3 Number of outgoing / final year students year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
37	66	51	83	66

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
93	132	140	190	179

3.1 Number of full time teachers year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
15	15	15	15	09

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
14	14	14	14	09

3.2 Number of sanctioned posts year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
23	23	23	23	23

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
22	22	22	22	22

4.3 Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
4092892	1280002	1734701	6493401	3761845

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
29.59	27.49	26.45	25.10	24.77