YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	**BARRACKPORE RASTRAGURU SURENDRANATH COLLEGE**
• Name of the Head of the institution	**Dr. Monojit Ray**
• Designation	**Principal**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**03325945270**
• Mobile no	**9433351020**
• Registered e-mail	**brsc1953@gmail.com**
• Alternate e-mail	**brsc1953@rediffmail.com**
• Address	**85, Middle Road and 6, Riverside Road**
• City/Town	**Barrackpore Kolkata**
• State/UT	**West Bengal**
• Pin Code	**700120**
2.Institutional status	
• Affiliated /Constituent	**Affiliated**
• Type of Institution	**Co-education**
• Location	**Urban**

• Financial Status		**Grants-in aid**
• Name of the Affiliating University		**West Bengal State University**
• Name of the IQAC Coordinator		**Dr. Sutapa Ghosh Dastidar**
• Phone No.		**06289550570**
• Alternate phone No.		**6291170159**
• Mobile		**6289550570**
• IQAC e-mail address		**iqac@brsnc.org**
• Alternate Email address		**brsc1953@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)
https://brsnc.in/uploads/1648738332.pdf

4.Whether Academic Calendar prepared during the year?
No

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

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 4	**B++**	**2.83**	**2019**	**18/10/2019**	**17/10/2024**

6.Date of Establishment of IQAC
02/02/2004

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	**UGC-CPE**	**UGC**	**2016 2021**	**15000000**

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

• Upload latest notification of formation of IQAC
View File

9.No. of IQAC meetings held during the year	05	
- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
- If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
- If yes, mention the amount		

11.Significant contributions made by IQAC during the current year (maximum five bullets)
IQAC has made effective the smooth running of classes through BRSNC Live Classroom
It has effected the renewal of ISO 9001, ISO 14001 and ISO 45001
It has effected the extension of MoU with Sri Guru Ram Rai PG college, Dehradun, Uttarakhand in the field of Academic, Cultural & Sports
Keeping in view present pandemic situation IQAC has effected fees concession for UG & PG Students
Introduction of online portal for College Human Resource Management System, Students Feedback and Students Satisfaction Survey

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

21-07-2023 03:48:56

Plan of Action	Achievements/Outcomes
Motivating the Internal Stakeholders to enhance the utilization of e-resources	The internal stakeholders have used e-resources of the college library extensively shifting to a digital pedagogy during the pandemic
Organisation of enrichment programmes for the teaching and the support staff of the college	Four enrichment programmes have been organised for the teaching and the support staff of the college
Motivating the teachers towards joining Refresher, Orientation and varied short term courses	Forty seven teachers have successfully participated in Refresher, orientation and varied short term courses
Working towards a Green Audit	Green Audit accomplished
Introduction of Online Fees Payment Portal	Online Fees Payment Portal has been introduced
Organising an Academic and Administrative Audit	Academic and Administrative Audit effectuated

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	18/12/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2019-20	24/02/2020

15.Multidisciplinary / interdisciplinary

The institution emphasizes on holistic and multidisciplinary education which helps in the development of intellectual, aesthetic, social, physical, emotional and moral aptitudes of the students in an integrated manner. This multidisciplinary and interdisciplinary

approach shall be applied to all undergraduate and post-graduate programmes, including basic, professional and vocational courses. The Institution in its preparedness for NEP plans to focus more on departments like Language, Literature, and Music, Philosophy, Indology, Art, Mathematics, Statistics, Pure and Applied Science, ICT based learning, Sociology, Sports, Translation and Interpretation, Cultural and Social activities and other such subjects which acquires importance in the context of the multidisciplinary and interdisciplinary approach stimulating holistic grooming of a student. This approach would be app;ied to open and distance learning (ODL) mode in addition to the programmes offered under CBCS. Finally students will be given opportunities for internship with local industry, business entrepreneurs, crafts person etc, so that they may actively engage in varied activities acquiring practical knowledge on these. This would improve their employability and ensure a sound future for them.

16.Academic bank of credits (ABC):

According to academic bank of credit (ABC) as part of the National Education Policy, students will be given multiple entries and exit options, which will allow students enrolled in undergraduate (UG) and Post graduate (PG) programme to exit course and enter within stipulated period. This flexibility in academic programmes will enable students to seek employment after any level of award in UG and PG programmes. This would help to upgrade qualification and curtail dropout rate as ABC regulation will encourage a blended learning mode in which students will be allowed to earn credits from various HEIS registered under their scheme through SWAYAM. Our institution has already started encouraging faculties as well as students to enrol under National schemes like MOOCS, SWAYAM, NPTEL, V-Lab.

17.Skill development:

The NEP envisioned the holistic development of youth with emphasis on an upsurge in Gross Enrolment Ratio as well as skill development which form the determining factors to realise the objectives of Atmanirbhar Bharat. Our Institution under the initiative of IQAC has been striving hard to ply with this mission. Our institution has envisaged special Knowledge and soft skill development for the students like spot reading, grooming for language skill development, debate and the like to develop communicative skills among the students. It takes a combination of all these types of skills to get a job, keep a job, and become skilled in a job. Life skills regular drop in at college gymnasium

and yoga is encouraged. Photography course is open for all to create a pool of opportunities in the job market.

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

Several initiatives are taken by our institution to ensure the preservation, growth and vibrancy of Indian languages,. Mother tongue is preferred as a medium of instruction. The institution attaches immense importance to Sanskrit, considered to be the mother of many modern Indian languages. The instiutution offers sanskrit as a programme in its undergraduate course. The institution encourages the students to participate in online courses which aims at appropriate integration of Indian knowledge system.

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

Emphasizing upon Outcome based Education, the Institution monitors continuous quality improvement by maintaining academic standards in all spheres. The Institution takes due care to cater to the requirement of the curriculum. The teaching methodology includes continuous formative assessment , mapping and regular updating of the curriculum. It tries to align with the latest knowledge requirements and to meet specified learning outcomes, so that by the end of the educational experience, each student can achieve his or her desired goal. The Institute has already developed well organized mentor-mentee system where the respective faculty adapts as himself as instructor, trainer, facilitator, or mentor, based on the outcomes targeted.

20.Distance education/online education:

 IQAC has made comprehensive set of recommendations to the Governing body for promoting online education. Covid 19 has induced a shift to digital pedegogy where digital technologies have been widely used in teaching and learning. The institution has integrated live digital classroom with WebEx which has been in action since 16.4.2020. Measures such as online courses, digital repositories, student support services through LMS, Mobile Apps, Books at Door Step, online examination is already in practice. The Institution runs one Distance learning Centre under Vidyasagar University successfully.

Extended Profile

1.Programme

1.1	1179

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

File Description	Documents
Data Template	View File

2.Student

2.1	**5604**
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	**1803**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	No File Uploaded

2.3	**1454**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**151**
Number of full time teachers during the year	

File Description	Documents
Data Template	No File Uploaded

3.2	**156**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**117**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**17911946**
4.3 Total number of computers on campus for academic purposes	**500**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Barrackpore Rastraguru Surendranath College practices planned mechanisms for effective curriculum delivery. Class schedules are finalized in the departmental meetings which distribute the syllabi among faculty members based on the curriculum. Apart from regular teaching, ICT-enabled classes equipped with analytical softwares, scientific models and charts, are used for effective learning. Paper presentation, group discussion, Micro-teaching, Survey, field works are also conducted according to curriculum. Experts from renowned institutes, industries and visiting professors also take regular classes in different PG departments.We have a central library with open access system and departmental libraries with huge learning resources for benefit of the students. Paper Journals, e-journals, and e-books are subscribed by the college. Online resources are accessible through N-LIST (eShodhSindhu) consortium of INFLIBNET for teachers and students. Our college has registered for NPTEL (National Programme On Technology Enhanced Learning) where students can have access to e-learning through online Web and Video courses for various streams. Students are also benefitted by the Learning Management System (LMS), video lectures in You tube, mock test through MCQ and EVS portal in the college website.During Covid pandemic situation our college has introduced own online platform 'BRSNC live digital classroom.'

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	**Nil**

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

All the departments adhere to the academic calendar of the college and make sure that regular classes, departmental meetings, class tests, Mid-Semester examination, continuous assessment in practical classesand viva-voceare held according to the curriculum of a particular programme.Remedial and tutorial classes are usually conducted based on requirement of the students. Departments maintain detailed record of the classes, assessments, results and project reports.Our college administration also keeps a vigilant eye on the record of the results, departmental proceedings and needs and activities of the students. Our college caters to all the requirements towards development and improvement of individual departments foreffective delivery of curriculum in adherence to the academic calender.During the unprecedented Covid-19 pandemic our college has replenished the teaching learning process by introducing its own online platform, 'BRSNC live digital classroom'. Teachers and students have been able to access the platform by using their unique loginID and password which were generated by the college. Online classes were held as per regular offline class routine,the college keeping a backup of all online classes held, in its server.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	**Nil**

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

Courses Assessment /evaluation process of the affiliating University	

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

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

49

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

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

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

03

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

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

1044

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

1.3 - Curriculum Enrichment

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

Presently, it is very important to integrate different cross cutting issues to generate moral and ethical values among the students. Our college has integrated different crosscutting isues like human values, professional ethics, gender equity,environment and sustainability within the curriculum of its PG courses. As PG courses are autonomous, the Board Of Studies of respective PG courses have approved of such integration in case of various departments like Microbiology, Geography, Food and Nutrition and Commerce. For undergraduate courses, the cross cutting issues like professionalethics, environmental awareness, women education, loss of ecosystem as well as maintenance of its biodiversity, intellectual property right, society, community and institution, caste,class and social groups and moral development in childhood and adolescence are integrated in the curriculum prepared and approved by the affiliating university itself.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

12

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

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

283

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	https://brsnc.in/site/feedback_report
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may	**A. Feedback collected, analyzed**

be classified as follows	and action taken and feedback available on website

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://brsnc.in/site/feedback_report

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

2689

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

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

790

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

Academic performance of students are reviewed through class-level interaction and informal interaction beyond class room, mentorship, participation level in laboratory practicals, results in the previous board examination and college internal examinations. In

this year teachers have used their online class interactions and online test mechanisms for this purpose.

Slow Learners:

- Remedial online classes
- Provisions of Course notes
- Informal counselling through mentor-mentee network
- Online Home assignments
- Different levels of ICT presentations, micro presentations for better understanding of the topic
- Virtual Industry visits fields and excursion
- Special courses through BRSC live conducted through CEL, especially for weak students, to improve soft-skill and communicative skill to raise their level of confidence

Advanced Learners:

- Different levels of online home assignments and ICT based special classes to suit their needs
- Provision of online learning resources made through learning management system and social media groups
- Our live class room BRSNC Live and learning management system provided students with ample opportunities to upgrade further their knowledge.
- Invited online lectures on special and contemporary issues at the UG and PG levels
- Encouraging participation in various projects, online surveys, national and state-level online seminars (including poster presentation)

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

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

Number of Students	Number of Teachers
5604	151

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

2.3 - Teaching- Learning Process

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

The policy of using student-centric method in teaching-learning is supported by the management and executed by the teachers.The student-centric methods are used in two modes:

Formal Mode : Conventional lecture method is well-supplemented by use of different student-centric learning methodologies like Group Discussions, Quiz, Individual and Group presentations in online Students' Seminars , Viva Voice , Individual Dissertations , Group Surveys, virtual Industry visits . The institution is bound to work within the syllabi and examination framework of the affiliating University. But it used innovations in internal examinations to encourage self-learning among thestudents. To further strengthen the student-centric methodologies , the institution has introduced innovative methodsto evaluate students in the internal examinations.

Informal Mode: Along with formal mode,various informal modes are also used by teachers to make the teaching-learning process more student-centric. These include Quiz, Film Show with films made by students, virtual tours,peer-teaching, different online awareness programmes. Another method used to enhance learning experiences is publication of departmental digital magazines and college annual magazine. Students of different honours departments are encouraged to publish departmental magazines on topics from their curricula.

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

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

Use of ICT is a crucial component of the teaching-learning process of the institution. Teachers have always used video lectures, powerpoint presentations etc. in their regular teaching in offline mode also. During the period of Covid 19 pandemic and lockdown use

of ICT was enhanced. The college made its own online teaching portal,BRSNC LIVEon Cisco webex and classes were regularly conducted on that portal following a schedule. All teachers of the institution used it. There is also the learning management system whereby notes, video lectures,powerpoints are regularly provided to the students. Teachers also supplemented this mode through extra classes on google meet and also used google classroom to conduct online class tests and stay in touch with students. There is also the youtube channel of the college where the teachers upload their video lectures and encourage students to make optimal use of them. Many teachers made voice power points and shared it with students. Social mediagroups of the students were also used to share video lectures,online resources and powerpoints. The Heads of the Departments formed separate social media groups for students of each semester and regularly stayed in touch with them during the entire lockdown period.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**No File Uploaded**

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

2.3.3.1 - Number of mentors

117

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

151

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

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

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

62

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

1032

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

2.5 - Evaluation Process and Reforms

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

An academic environment, which eases out the stress of the students, adds to the development of their physical and mental health by

reducing the levels of their anxiety, frustration and depression. Continuous evaluation processes should be student centric by providing them with the necessary space where they can be assessed informally in a stress-free situation.Internal assessments are regularly held in diverse forms like seminar presentations by students, peer teaching,class tests and internal assessment examinations stipulated by the affiliating university. Identifying the uneven learning abilities of the students, these mechanisms enables the teachers to differentiate between the slow and advanced learners so that they can calibrate their teaching methodologies on a continuous basis to suit their respective aptitudes.Performance of students intheseassessments are discussed in class so that the slow learners can rectify their mistakes and the advanced ones improve further. Thesecontribute significantly to increasing the level of transparency and robustness of the evaluation process both in terms of variety and frequency. Although, the range of such innovative intervention in the evaluation system isinfinite,the collegecontinueswith these at an ever expanding scale, to make it even more robust and frequent.

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

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

In all internal examinations conducted by the college at UG level, utmost care is taken to make the whole process as much transparent as possible. If any grievance is noted it is sorted out within a week. With the onset of regular online examinations in the wake of the pandemic, special e-mail-ids were created where the students submitted their scripts online.The examinations were held following a definite schedule displayed in the college social media groups as well as in the college website. Conventionally,the teachers are given a definite time span to complete the evaluation of the answer scripts. The performance is discussed by the respective teacher and if any student has any grievance,s/he can make an appeal to the Departmental Head or the Principal for revision of marks.The Principal/HOD sorts it out in discussion with the concerned examiner. For the Post Graduate courses run autonomously by the college, post-publication scrutiny of answer scripts through an appeal to the Controller of Examinations of PG examinations is a regular practice.. It is arranged on special application and payment

of a requisite fee. The process is completed within a week of the date of application.

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

2.6 - Student Performance and Learning Outcomes

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

The responsibility of designing the curriculum and framing the syllabus for all the UG programs rests with our affiliating University, WBSU. Programme out come and Course outcome are part of the syllabus in many departments and they are communicated to the students by the respective departments through website and social media groups.. The teachers and students become gradually aware of the outcomes as the syllabus is shared at the beginning of the year. All entry level students have to undergo an orientation programme organized by the institutionwherein they are made aware of the learning outcomes of the various courses.The departments that have clearly stated Learning Outcomes at the UG level. are Political science, Sociology, Microbiology and Commerce. At the PG level, the college has clearly stated Programme outcome and course outcome,

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

A variety of methods are followed for this purpose.One method followed by most departments is Internal Assessment in the form of Class/Unit tests, Student Seminars, Project work,Group Discussion, Home Assignment etc.Performance of students in the above methods of evaluation and assessment is one of the main parameters to judge learning outcomes. Students are given detailed explanationforthe marks assigned to them.. Resultof different end semester examinations are considered as the most effective parameter of

learning outcomes. Analysis of results is taken up at the department level and also with the Head of the Institution.The college adopts various other strategies to monitor the progress and performance of the students. Attendance of the students is monitored very systematically. Students with low or poor attendance are counselled individually by mentors. In extreme cases, parents of students with low attendance are called.Students are encouraged to participate in extra curricular activities that help them go beyond the prescribed syllabus and add to their learning outcomes. Analysis of Student Progression is another parameter to judge learning outcomes. Each department maintains a record of student progression to higher studies or employment. These are used to ascertain student performance and learning outcome of each programme.

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

2.6.3 - Pass percentage of Students during the year

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

100

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://brsnc.in/naac_sss/administrator/final_report.php?session=2020-21

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

2979173

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

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

3.1.2.1 - Number of teachers recognized as research guides

4

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

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

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

0

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

3.2 - Innovation Ecosystem

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

The college organizes workshops regularly for creation of knowledge and development of skills of its staff and students. Development of entrepreneurial skills is one of the major thrust areas of the college . Use of plastic is totally prohibited within the college campus.Mural arts and writing skills are promoted through departmental wall magazines and annual college magazine, Ichchhapuran.The college runs a debate club which nurtures argumentative communication skills of the students.To make the students acquainted with comprehensive knowledge of a subject, student seminars, field visits and educational excursions are arranged by the departments on regular basis. Cultural programmes are regularly organized to nurture the cultural skill of the students. Communicative English classes are offered to the students to develop their communication skill. Regular coaching of cricket, football and athletics is provided to the students. These enhance their skill and knowledge about the game. In an effort to facilitate social learning, students are brought to interact with society regularly through outreach programmes under the banner of college NSS and NCC Units. These interactions enable the students to gain a vivid idea about the prevailing social issues and problems and also to develop their own stance towards these issues.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual

Property Rights (IPR) and entrepreneurship during the year

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

1

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	**No File Uploaded**

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

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

52

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

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

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

32

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

3.4 - Extension Activities

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

Extension activities create consciousness among the students towards social issues and make them empathetic to every constituent unit of the society- the people, the biotic and abiotic environment.They learn to perceive the social objectives and put dedicated effort to realize these. The College promotes several extension activities through NSS Units, NCC Unit and Committees constituted for the purpose of sensitizing students about social needs. NCC Cadets have conducted programmes like Swachh Bharat Abhiyan and Atulya Ganga Mission in collaboration with 48 Bengal BN, Barrackpore this year in compliance with their resposibility of spreading awareness about conservation of nature.They have also celebrated the Independence Day and the Republic Day with intense energy and fervour. Tree saplings were planted by the NCC Cadets in the college campus and also in the surrounding as an endeavour towards creating an eco-friendly environment. They have also actively taken part in Fit India Movement, a campaign held nationally to make people aware about the importance of maintaining a good health. Extension activities have enabled the students to interact with various challenges and hurdles faced by the people of nearby community and encouraged them to develop positive attitude towards life.

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

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

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

0

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

07

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

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

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

434

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

02

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college authority has been trying to develop adequate infrastructure and physical facilities in terms of learning resources, classrooms and computing equipments.There are 48 classrooms of which 25 are ICT enabled, 41 laboratories, 2 seminar halls, 2 smart classrooms and 561 computers.Our college has hostel facility for male and female students. The central library of our college at 85, Middle Road Campus has been replenished with modern infrastructural amenities.RFID (Radio Frequency Identification) enabled system has been introduced here. The studentsstudents can access computers having hi-speed internet facility in the central library. Digital Notice Display system has been installed in both campuses.The college has introduced the Learning Management System (LMS) as a part of ICT enabled teaching learning method. Lightning arresters have been installed in both campuses and girls' hostel of our college. Our college has 1online UPS with 10 KVA installed in 85, Middle Road campus and has planned for more connection during the next academic year.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://brsnc.in/uploads/1556965610.pdf

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

The institution has adequate facilities for Games, Sports and Cultural activities.Students participate actively in cricket, football, basketball, javelin, kho-kho, kabaddi, handball, volleyball, swimming and athletics. Boxing, badminton, table tennis, karate, chess and carom are the major Indoor Games sported by the students. The college has appointed a gym instructor and three sportcoaches for athletics, football, cricket, table tennis, handball, chess, basketball, kabaddi, volleyball andkho-kho.The play ground at 6, Riverside Road Campus of our college is 79.20 meters long, extending to 69.35 meters in the north and 68.18 meters in the south. Our college has an adjacent ground, 29 meters long and 18 meters wide, used for basket ball and badminton court. Our college has two multi-gyms,The college hasrequired infrastructure for carrying out cultural programmes in both the campuses. Room no -202

(Seminar Hall) and Room no -226 (auditorium) at 85, Middle Road and Room no -216 (Seminar Hall) and Bibhuti Bhusan Hall at 6, Riverside Road have multiferous amenities for conducting cultural programmes.

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

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

29

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<u>View File</u>

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

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

17911946

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

4.2 - Library as a Learning Resource

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

The Central Library is computerized with 61607 (as on 30.06.2021) printed documents and 41 regular printed journals. The Library is member of N - LIST consortium of INFLIBNET through which the members of the library can access 6300+ e journals and 1,00,000 e books. Each department has a departmental library of its own to cater to the needs of its students. In 2016 the library has shifted to Koha, a fully-featured award winning, Open-ILMS under GPL V3 . With a complete Web-based, Multilingual OPAC, Koha comes with comprehensive functionality and advanced options. Koha is installed in high end rack server (Lenovo make) with Ubuntu 16.0 as operating system. The server is connected with 20 MBPS internet connectivity for 24X7 accessibility of library database. In 2018, the Library has introduced the RFID system which is synchronized with its ILMS Koha.Due to spread of SARS – CoV – 2, the library has shifted some of its services trough web based platform BRSC Virtual Portal where all the electronic learning materials, both open access resources as well as purchased and subscribed resources have been placed under one platform. The BRSC Virtual Portal is accessible to students and teachers with proper login credentials.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-

journals during the year (INR in Lakhs)

18.71044

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

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

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

6

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

The collegeprovides well maintained and best possibleIT facilities including Internet through LAN as well as through Wi-Fi to the internal stakeholders of the college. The college authority procure considerable number ofcomputers, projectors and other IT accessories from college fund to cater to the needs of the stakeholders. The college has developed its own digital platform to conduct regular classes maintaining normal class schedule in the pandemic situtation. The college has installed new Hardware Level Firewal, Wi-Fi Controller etcto ensure security at the time of accessingthe e resources contained in the Library Server maintained by the college.

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

4.3.2 - Number of Computers

561

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

12.50

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

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

Each department maintains its own stock register of departmental books, journals and publications. The record of total number of books, journals, publications, etc. of the entire institution is maintained by the central library. The departments maintain their

own log book to record the usage of the computers. Statistical software packages and Software for Accounting and Taxation as well as Antivirus packages areinstalled in the computers of the departments. All installed software packages are monitored on a regular basis for updating to newer versions from time to time.The departmental computers are thoroughly monitored on regular basis for any kind of needful repairing and associated service.Chemistry, Physics, Microbiology, Food & Nutrition, Zoology and Botany maintain stock register for use and purchase of different chemicals, salts and equipments to facilitate the practical work carried out in laboratories. Departments like Geography, Zoology and Botany. maintain stock of specimens, charts, models, equipments, museum specimen etc. for demonstration in the class and field work. All science departments keep record of the laboratory-based instruments in their respective departmental log books. Purchase and use of different equipments and materials used for various sports activities are maintained in the stock registers and log books respectively.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1325

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

142

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	D. 1 of the above

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

5604

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

5604

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

27

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

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

5.2.2.1 - Number of outgoing student progression to higher education

202

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

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

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

3

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

5.3 - Student Participation and Activities

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

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

0

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

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

Students are the most important and active stakeholders of ourcollege. They are the fulcrum of all the activities of an educational institution. The students have representation in various commmittees and sub-committees of the institution. The institution motivates them to organize, and participate in, varied cultural programmes in the college premises. The students are inspired to participate in events like debate competition, extempore, painting competition and the like as a part of these programmes. They nurture and develop soft cultural skills among the students. To inculcate a sense of respect towards our rich cultural heritage, students are motivated towards programmes like Rabindra Jayanti, Agamoni and Basanta Utsav. Students learn to work togather and realize the strength of team spirit through observation of International Language Day, Saraswati Puja, Freshers' Welcome, Teachers' Day etc. The students are encouraged to participate in inter-college sports competition and intra-college football and cricket tournaments. The students actively participate in various extension activities and outreach programmes organized by the NCC and NSS units of the college.

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

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

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

0

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

5.4 - Alumni Engagement

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

Barrackpore Rastraguru Surendranath College has a registered and active Alumni Association, 'Praktanika'. It was established in 2001 by some of the former students of the Institution established in different professional fields. It is registered under Society Registration Act, 1961. Praktanika has become an integral part of the college providing valuable advice to the authority and actively participating and organizing a large number of activities for the benefit of the stakeholders of the collegeIt organizes invited lectures on emerging topics which facilitate the students to acquire knowledge on the same. The pandemic has hindered the regular flow of activities of Praktanika. However,it hadorganized a camp on 20th June, 2020 and handed overfood items like rice, dal, mustard oil, soyabeen,biscuits etc. to Nimpith Ramakrishna Ashram, South 24 Parganas for distribution among the victims affected by the Amphan

cyclonein the Sundarban area. Praktanika had also organised a legal awareness programme on Legal Rights and Protection of women on 30th of June, 2020, in association with the IQAC.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	C. 3 Lakhs - 4Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Our institution has the vision to make the college a centre of excellence and an institution of national acclaim. It has set the mission to ensure and sustain quality in education,to instil self confidence among the students,to help them to learn, grow and evolve so that their dreams come true and to make them socially committed and adaptable to global changes The Governing Body, the highest administrative body of the college, with the Principal as the secretary and representatives from Teaching, Non Teaching, Students and External Members, governs the management of the college in compliance with the opinion of the majority of the members. All major decisions on development, infrastructure, financial management, academic affairs, admission, governance and administration are taken by the Governing Body in line with recommendations and suggestions of IQAC and various statutory and non-statutory Sub-committees like, Finance Sub-committee, Academic subcommittee, Academic council etc.The sub-committees deal with curricular, cocurricular and extra-curricular activities where faculty members are encouraged to participate as members and conveners.. The Governing Body meets at least six times a year.The institution draws a strategic plan before adopting any resolution.

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

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

The institution practices decentralization and participative management in carrying on with its day to day administration. The Governing Body is the highest administrative body of the college. All major decisions pertaining to academic affairs, development, infrastructure, financial managementand administration are taken by the Governing Body in line with suggestions made by the IQAC and statutory and non-statutory Sub committees like, Finance Sub-committee,Academic Sub-committee, AcademicCouncil etc. The Sub-committees deal with curricular, cocurricular and extra curricular activities where faculty members participate actively as convenors and members.Decentralization is conspicuous in the appointment of campus-in-charge for both the campuses, Coordinator for PG courses and Heads for different departments, who work with considerable authority in their individual arena. Campus-in-charge in both the campuses looks into maintenance of discipline in the campuses. The Coordinator of the PG courses take major decisions pertaining to teaching learning methodologies and examination schedule of the PG courses. The Heads of different depatments work with considerable autonomy in day to day running of the departments. They convene departmental meetings and decide upon the major policies and programmes of the deprtments in consultation with the faculty members.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution functions according to some perspective plans formulated by the Principal, IQAC and the different Sub-committees functioning towards the all-round development of the institution.

The quality initiatives promoted by the institution is always guided by strategic plans.The COVID19 pandemic has hindered institutional planning, development and deployment. The institution, however, has put forward relentless efforts towards realiasation of its perspective plans. For instance, It had planned to motivatethe internal stakeholders to enhance the utilization of e-resources, to organiseenrichment programmes for the teaching and the support staff of the college, to motivatethe teachers tojoinRefresher, Orientation and varied short term courses, to effectuate theacademic and administrative audit and aGreen Audit and to introduceOnline Fees Payment Portal. The internal stakeholders have used e-resources of the college library extensively having shiftedto a digital pedagogy during the pandemic,four enrichment programmes have been organised for the teaching and the support staff of the college, forty seventeachers have successfully participated in Refresher, orientation and varied short term courses,Green Audit has beenaccomplished, Online Fees Payment Portal has been introduced and Academic and Administrative Audit has beeneffectuated.

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

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

The organizational structure of the institutionhas been functioning as per Statue of the Affiliating University and rules and regulation of Department of Higher Education, Govt. of West Bengal. The Governing Body governs the management of the college in compliance with the opinion of the majority of the members. All major decisions on administrative andacademic affairsare taken by the Governing Body in compliance with recommendations and suggestions of IQAC and various statutory and nonstatutory sub-committees. These sub-committees functionon the basis of collaborative and participatory managementunder the supervision of IQAC.The Governing Body of the College appoints Management appointee class basis teachers and support staff, in addition to the substantive teachers, appointed by the West Bengal College Service Commission. The promotional policy

of the substantive teachers of the institution is guided by Career Advancement Scheme of the UGC. The grievance redressal mechanism operates through the Grievance Reressal Cell with the Principal as Chairman and Internal Complaints Committee with a senior femaleProfessor as the Presiding Officer. These address genuine problems and complaints of staff and students. The college ensures that once a complaint is made it is treated with sensitivity and confidentiality.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	**Nil**
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<u>View File</u>

6.3 - Faculty Empowerment Strategies

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

The College runs a Staff Cooperative Credit Society,to cater to the financial needs of the staff of the college by giving loanamounting to a maximum of Rs. 3 lakhs at a moderate rate of interest. The share of the cooperative of an employee is directly deducted from their salary and dividend distributed annually on the basis of their share and loan interest.The College provides EPF facility to the Management Appointee Staff and also exgratia at the time of their

retirement.The college provides festival bonus annually to the management appointee non-teaching staff.The college organizes stress relief camps for both teaching and nonteaching staff of the college to replenish their mental health. The Health Sub-committee of the college organizes health camps for all staff members of the college. The Food and Nutrition department of the college provides suggestion to the staff members towards maintenance of good health.Counseling for psychological hazards is provided by the Department of Psychology with utmost sincerity.

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

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

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

16

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

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

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

4

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

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

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

47

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

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

For performance appraisal of the teaching staff, the college has placed one non-teaching staff in the teachers' room of both campuses. They maintain the attendance register of teachers. The attendance register indicate time of arrival and departure of teachers, number of classes allotted and number of classes taken and other administrative duties. Total number of leaves granted to a

teacher is duly recorded at the end of each month. On the basis of this, an Annual Report is published at the end of each academic session. The Performance Appraisal of the Non-teaching staff is monitored by the Head Clerk, assisted by an office staff assigned for the purpose. A record of their specified routine duties, along with additional duties assigned, is maintained in a specific format. The Annual Performance Appraisal of Teaching and Non-teaching staff in our college is a unique practice rarely conducted in Affiliated State Aided colleges in West Bengal. It was introduced in order to judge and evaluate the performance of the Teaching and Non-teaching staff in regular academic and administrative activities of the institution.It motivates and inspires them towards further improvement of their performance.

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

6.4 - Financial Management and Resource Mobilization

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

The college conducts internal audit of the college accounts on regular basis since1998 by a registered auditor. College accounts is maintained strictly through licensed accounting software. College authority appoints M/S Subir Ghosh and Associates as internal auditor.All the payment vouchers and other related documents are placed before them and the accountant and the bursar of the college help them in the process of audit. The auditors strictly examine the budgetary allocations and expenditures and prepares the audit report. The report of the Internal Auditor is initially placed before the meeting of the Finance Sub Committee for consideration and then the Governing Body for final approval.The external audit is mandatory as per government norms and the external auditors are nominated by the Directorate of Public Instructions, Dept. of Higher Education, Govt. of West Bengal. The recommendatons of the statutory auditor is discussed in detail in the Finance Sub-committee and placed before the GoverningBody for consideration.Due toCovid19 pandemic, the college was closed and hencestatutory audithasbeen deferred. The last statutory audit completed is the audit for the financial year 2019-20.The college always considers the recommendations of the financial auditing agencies to ensure the

highest standard of financial transparency and accountability.

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

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

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

0

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

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

The budget of the institution is a key to its fund mobilization. A budget is prepared by the Accounts Section of the institution and placed before the Finance Sub-committee every year. It is ratified by the Governing Body. The college applies to Government and Non-Government funding agencies for acquiring additional funds. On receiving the approval,the resource allocation under various financial heads is sanctioned by the Finance Sub-committee. The Principal and the specific Sub-committees (eg.CPE committee) formed for monitoring the fund disbursal meet and decide how the optimal utilization of funds can be achieved within the guidelines of the funding agency. The committee meets at regular intervals to assess optimal fund utilization and Heads of various Departments are intimated about their resource allocation.A substantial portion of the fees collected from the applicants seeking admission is utilized for welfare of the students in terms of fee concession for needy and marginal students and sports promotion in the form of special funds. Concession on fees have been given to all students in the wake of the pandemic.Non-Teaching welfare fund assists the support staff of

the college on festive occasions and medical emergencies.

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

6.5 - Internal Quality Assurance System

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

The pandemic has posed a challenge as well as provided an opportunity to the IQAC to contribute significantly to the continuance of quality assurance. It was a period of crisis for the institution.The IQAC has contributed considerably to the process of instituional development during this period. It has effectuated continuation of regular classes in online mode through BRSNC live classroom by replenishing the curriculum in accordance with the new mode of instruction.It has effectuated the renewal of ISO 9001, ISO 14001 and ISO 45001. It has induced the extension of MoU with Sri Guru Ram Rai PG college, Dehradun, Uttarakhand. Consideringthefinancial stress on the students consequent to the pandemic,IQAC has induced fees concession for the UG and PG Students. Keeping in line with the digital pedagogy, IQAC has effected the introduction of online portal for College Human Resource Management System, Students Feedback and Students Satisfaction Survey. It has introduced the Online Fees Payment portal. It has organised 4 enrichment programmes for the teaching and the support staff of the college. It has motivated forty seven teachers towards Refresher, Orientation and varied short term courses. It has effectuated the Academic and Administrative audit, Gender Audit and the Green Audit.

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

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

incremental improvement in various activities

The institution reviews its teaching learning process, structures and methodologies of operation and learning outcomes at periodic intervals through IQAC. This is evident from the introduction of a digital classrom to cope up with the needs of the pandemic world .The pandemic has shifted the teaching-learning process towards a digital mode. As the duration of the pandemic is not known, there was an imminent need for the college to keep the regular activities going so that the students do not face additional academic burden once the pandemic recedes. The IQAC decided to cope with the new digital pedagogy giving the students an oppurtunity to continue with regular classes according to their existing routine so that the students and teachers could continue with their regular academic activities on a free cloud-based meeting platform. The IQAC had recommended an exclusive online platform, BRSNC Live Digital Classroom. The students received regular lessons through it.Frequent remedial classes were arranged for the students who lacked proper digital amenities and who fell sick.The methodology of operation of online classes posed the need for faculty development initiatives. The IQAC arranged faculty development programme on mentoring and optimal use of digital tools and platforms. Digital mentoring through social media was encouraged. Consequently all students could have comprehensive support from their mentors.This was done to ensure the highest state of normalcy to the students. The students were made aware of the modalities of online examination. They have acquired a high rate of success in online internal and end semester examinations. The IQAC has reviewed the working of this digital classroom from time to time. It has recorded the incremental improvement in this regard in detail.

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

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

Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution strives to create awareness among students, teaching and the supportstaff regarding sexual harassment and fosters its prevention through various programmes such as Awareness Campaigns, Postering, mainteinance of Complaint Box etc. Gender audit is a regular practice of the institution.The college has formed an Internal Complaints Committee (ICC) as per University Grants Commission Regulation,2015.Our college promotes all round development of a girl student. The college has installed Sanitary NapkinVending Machine in both campuses as well as the girls' hostel to provide sanitary Napkins at affordable rates to girl students .The college has taken theinitiative to include girl students in NCC. Currently about 30% of the total NCC cadets enrolled are female. Just after admission to the 1st semester, the NSS programme officers motivate girl students to join NSS. Girls Hostel is equipped with a CCTV camera for monitoring girls' security. Girls are allowed to move out of the hostel only on specific hours in the evening.There are separate common rooms for male & female students in both campuses with indoor gamefacilities. The IQAC, in association with Alumni Association, had organised a webinar on Legal Rights and Protection to Women, on 30th of.June, 2020.

File Description	Documents
Annual gender sensitization action plan	https://brsnc.in/uploads/1648739687.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**D. Any 1 of the above**

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

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

The Institution has installed waste-bins of diverse colours for disposal of solid and e- waste which are further classified into biodegradable and non- biodegradable. The waste bins are tagged into three categories as "Plastic and Glass waste", "Food Waste" and "Metal and e-Waste". The waste bins have been properly labeled and installed in convenient places both inside and outside the building in both campuses. The students, teachers and non teaching members are encouraged to use the bins.The Department of Electronic Science of the college uses innovative recycling method to turn any non-hazardous e-waste into art models.Any hazardous e-waste from the department is stored in a safe place and disposed off regularly. Liquid waste from the campus is disposed off through a well developed drainage system and pipelines in the high drains.Liquid chemical waste from Department of Chemistry is disposed off into a separate soak-pit to avoid direct contamination. To avoid pollution, the Department of Chemistry has restricted the use of Arsenic, Lead and Cadmium.

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

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

D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

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

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

C. Any 2 of the above

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

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

7.1.6.1 - The institutional environment and

A. Any 4 or all of the above

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**B. Any 3 of the above**

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The Institution strives hard to provide an inclusive environment transcending cultural, regional, linguistic, communal and socioeconomic diversities. The institution organizes multiferous programmes to foster tolerance and harmony among the stakeholders of the college. The Covid19 pandemic has hindered regular conduct of institutional activities. However, the institution has offered best efforts towards maintainig normalcy during this period of global crisis. Inspite of the global threat posed by the pandemic, the NCC unit of our college under the able guidance of our Associate NCC Officer, Major Galive Iquebal, has organised the Fit India Movement (on the 25th and 26th August, 2020), Swachh Bharat Abhiyan (14th December, 2020), Republic Day Celebration (26th January 2021), Atulya Ganga Mission (29th January, 2021) and Tree Plantation Programme (29th January, 2021).The Cultural Subcommittee of the College had organised Agomoni, a prelude to Durga Puja, on the 21st of october, 2020, over Google Meet and YouTube Live. The stakeholders of the institution came up with cultural performance over the online platform. The event aimed at depicting the cultural richness of Bengal with programmes especially related to Durga Puja.

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

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

The orientation programme at the start of the first semester orients students about the constitutional obligations: values, rights, duties and responsibilities of citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers,	D. Any 1 of the above

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

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

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

An academic institution is an important unit of the society .It plays a signficant role in promoting awareness about national identity, integrity and respect towards great personalities. The institutionregularly observes days of national importance.The college celebrates Independence Day encompasing the participation of a good number of students, teaching and non-teaching members as well as some eminent members of the local community. The Republic Day is also observed with equal zeal and fervor. On both occasions the tri-colour is hoisted amidst national anthem and patriotic songs. The NCC unit of the college organizes a smart parade after the hoisting of the tri- colour. 48 NCC cadets had partiicipated in these honourable events in the academic year 2020 - 2021.Moreover,the Cultural Sub-committee of the college puts up an aesthetic program, "Agomoni Utsav" (A prelude to Durga Puja), which heralds the celebration of Durga Puja. The Program includes songs, dance, recitation, Drama etc performed by the stakeholdersof the institution. The Cultural Sub-committee had organised the Agomoni Utsav on 21st of October, 2020, over Google Meet and You-Tube Live. The stakeholders of the college participated in this online

programme with great enthusiasm and fervour.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

BEST PRACTICE - I:

NAME: ISO 45001:2018 CERTIFICATION

OBJECTIVE: The principal objective of the ISO 45001:2018 certification is to ensure the occupational health and safety of workers and visitors in the workplace. It aims at minimizing workplace accidents and to mitigate thefactors that can cause irreparable harm to employees business.

THE CONTEXT: The certification is the worlds international standard for occupational health and safety, issued to protect employees from work - related accidents and diseases. It provides new impetus towards occupational health and safety practices in the institutions. Our institution has always attached utmost importance to health and safety measures to be extended towards its stakeholders.

THE PRACTICE: Prior to the outbreak of Covid19 pandemic, ourinstitution has received UQSR Certificate ISO 45001-2018 from UQSR Global Pvt. Ltd (Formerly known as Universal Quality Assurance Registrar). This certification relates to the occupational health safety of the staff and the students of the College. The institution has continued with its emergency administrative work with a skeletal staff comprising of very few teachers and support staff during the pandemic.The institution has conducted periodic sanitisation and maintained covid protocols to ensure the safety of the staff attending the institution. Majority of the teachers have remained

indoors teaching the students through our own digital platform through which classes are held in online mode.Other details regarding the certification include: Certificate No: UQSR-1538-BRSC Issue Date: 03.01.2020 Re-certification date: 03.12.2022 IAF Code: 37.

PROBLEMS ENCOUNTERED RESOURCES REQUIRED: The institution has exhibited uniqueness in management of the unprecedented crisis wrought by the Covid19 pandemic. In order to maintain the requirements of the ISO 14001-2018 certification, the institution has purchased 30 automatic hand Sanitizing machines to conductperiodic sanitization of the college campus and maximised the use ofsurface sanitizers and sprays on regular basis to protect the staff and the students, whovisitedthe campus occasionally.Further, wearing of masks has been made mandatory in the college campus.

EVIDENCE OF SUCCESS: Since certification, all staffs have followed all workplace safety measures with utmost care and there has been absolute adherence to Covid protocol. No workplace accidents or adverse health or safety issue has been reported till date.

BEST PRACTICE 2:

NAME OF THE PRACTICE: GREEN AUDIT - AN INITIATIVE FOR MORE GREENER CAMPUS LIFE

OBJECTIVE:

The main objectiveof the green audit isto promotemanagement and conservation of environment in the college campus. The purpose of the audit is to identify, quantify, analyseand prioritize framework of environment sustainability in compliance with the applicable regulations, policies and standards. The main objectives of carrying out green audit are, tomake the students awareabout real concerns of environment and its sustainability, tosavethe environmentand cut down the threats posed to human health by analysingthe pattern and extent of resource use in the campus, to establish a baseline data to assess future sustainability of theenvironment andto bring out thepresent status report on environmental compliance.

THE CONTEXT:

Environmental auditing is essentially an environmental management tool for measuring the effects of certain activities on the

environment against set criteria or standards. Depending on the types of standards and the focus of the audit, there are different types of environmental audit. Organisations of all kinds now recognise the importance of environmental and accept that their environmental performance will be scrutinised by a wide range of interested parties. Environmental auditing is used to investigate, understand and identify the probablecauses leading to disturbances in the environment and find out probable solutions.

THE PRACTICE:

In order to perform green audit, the methodology included different techniques such as physical inspection of the campuses, observation and review of the documentation, interviewing key persons and data analysis, measurements and recommendations. The study covered the following area to summarise the present status of environment management in the campuses: Water quality assessment, consumption and management.,air quality assessment and management,electricity consumption and management, sound pollution monitoring,waste management and biodiversity status of the campus·

The chief findings relating to bio-diversity are:

Floral Species : 271

Faunal Species : 161

Mammals : 5

Birds: 53

Reptiles : 6

Amphibians :3

Butterflies :68

Odonates: 26

Larval Host Plant: 10

Trees : 70

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED:

Green auditing is no doubt a huge documentation task which requires manpower as well as high-end instrument facility.It is a continuous process to monitor the above-mentioned practices which involve spontaneous participation of teachers, non-teaching staffs, students, experts (for biodiversity status of the Campus) andto measure air quality, water quality, biodiversity and sound pollution levels.

EVIDENCE OF SUCCESS:

Green audit of the College Campus has been extremely instrumental in developing consciousness among teachers, non-teaching staffs and students about water quality, air quality, sound pollution level, waste management, electricity consumption and above all present biodiversity status of the College Campus.This green report will help to recognize the importance of environmental issues and to act in sustainable way for greener campus life in near future.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

DEDICATED, TAILOR-MADE AUDIO VISUAL TEACHING – LEARNING APPLICATION (BRSNC-LIVE) FOR UNINTERRUPTED CLASSES DURING LOCKDOWN DUE TO COVID 19 PANDEMIC

Our college has always considered teaching-learning activities as the topmost priority of a Higher Education Institution.orry prevailed among all stakeholders of the college on the announcement of nationwide lockdown. However, soon after holding discussion at the Governing Body level and after considering valuable suggestions of the IQAC, the administration started with a dedicated andtailor-made audio visual e-learning application (BRSNC LIVE CLASSROOM). This audio – visual teaching application was chosen over open source applications like Google-Meet, Zoom etc because it provides for :Administrative Meetings,Video Webinars,Conference Room,Group Video Calling,Chat Platform,File sharing,Digital Class Room,Individual Teachers and StudentsLogin Area, Faculty Management in Super admin

Area10,Setting and scheduling of classes from beforehand by the teacher as per routine The Link for joining classes through BRSNC LIVE is made available in the homepage of our institutional website and therefore one can join just with a click of the mouse. The teachers conduct theclases with utmost sincerity and care. The IQAC looks into the smooth running of this live classroom.

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

7.3.2 - Plan of action for the next academic year

To organize seminars and workshops for augmenting academic acumen and research outlook of the faculty and the students of the institution. To organize training programmes and workshops for skill enhancement of the support staff of the institution. To encourage and train the faculty at large to adopt ICT enabled innovative teaching and evaluation methods. To enhance fund mobilization for research and innovation.To offer better career guidance and placement measures for final year students. To arrange Educational Trips, Excursions, Industry Visits, etc., to instill empathy, tolerance and critical thinking skills in the students. To execute various gender sensitization and social awareness programmes to inculcate a feeling of social responsibility among the students. To conduct green audit and gender audit as regular practice of the institution. To observe days of national importance to promote respect towards the nation among the students.. To facilitate MOUs, linkages and other collaborative activities. To conduct social extension activities in the vicinity of the college. To encourage the faculty to apply for and achieve awards, recognitions and fellowships from recognized institutions. To encourage the faculty to register for PhD and to pursue research. To increase the number of audio visual lectures to effectuatesignificant development of the existing LMS system. To undertake an approach towards the introduction of several entrepreneurship programmes for the students. To encourage contribution of Teachers Welfare Fund towards seminar participation and medical treatment of teachers. To introduce new certificate courses for PG students. To initiate e-file tracking and to expand the existent drive towards a paperless office.