YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution   **BASANTI DEVI COLLEGE**

- Name of the Head of the institution   **DR. INDRILA GUHA**

- Designation   **PRINCIPAL**

- Does the institution function from its own campus?   **Yes**

- Phone no./Alternate phone no.   **03340643558**

- Mobile no   **9331022214**

- Registered e-mail   **principal@basantidevicollege.edu.in**

- Alternate e-mail   **info@basantidevicollege.edu.in**

- Address   **147B Rashbehari Avenue**

- City/Town   **Kolkata**

- State/UT   **West Bengal**

- Pin Code   **700029**

2.Institutional status

- Affiliated /Constituent   **Affiliated**

- Type of Institution   **Women**

- Location   **Urban**

- Financial Status   **UGC 2f and 12(B)**

- Name of the Affiliating University   **University of Calcutta**

- Name of the IQAC Coordinator   **Dr. Aditi Sarkar**

- Phone No.   **9830475165**

- Alternate phone No.   **7605897135**

- Mobile   **9830475165**

- IQAC e-mail address   **iqac@basantidevicollege.edu.in**

- Alternate Email address   **aditi.sarkar1963@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)

https://www.basantidevicollege.edu.in/IQAC/AQAR/AQAR%202021-2022.pdf

4.Whether Academic Calendar prepared during the year?   **Yes**

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

http://www.basantidevicollege.edu.in/IQAC/Academic_Calendar/ACADEMIC_CALENDAR_2022-2023.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**80.25**	**2004**	**04/05/2004**	**03/03/2009**
Cycle 2	**B**	**2.71**	**2012**	**11/03/2012**	**10/03/2017**
Cycle 3	**B+**	**2.51**	**2018**	**17/08/2018**	**15/08/2023**

6.Date of Establishment of IQAC   **15/09/2004**

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
DR. GOUR CHANDRA MONDAL, DEPT. OF MATHEMATICS	MRP	UGC	2019	240000
BASANTI DEVI COLLEGE	building grant	Govt. of West Bengal	2019	2500000
BASANTI DEVI COLLEGE	RUSA	MHRD	2019	5000000
BASANTI DEVI COLLEGE	SPORTS GRANT	Govt. of West Bengal	2019	210000
BASANTI DEVI COLLEGE	RUSA	MHRD	2020	2000000
Dr.INDRILA GUHA (PI) Dr.ADITI SARKAR (Co-PI)	Research Project (Title: CREATING ENVIRONMENTAL AWARENESS AMONG COLLEGE STUDENTS USING PAPER RECYCLING TECHNOLOGY IN KOLKATA	West Bengal Pollution Control Board	2022	300000

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

4

- 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)

Twentyone (21) new Add-on Programs & Four (4) Certificate Programs introduced by different departments in collaboration with the IQAC for the students

Five day long Professional Development / Administrative Training Programs organized for Teaching & Non-Teaching Staff. More than 50% staff participated.

Seminars & Special Lectures organized on Research Methodology, Gender, IPR, Entrepreneurship, Environment & Sustainability & current issues for Students.

Online Feedback collected from stakeholders on the academic performance and the ambience of the college and after analysis action has been taken and feedback report made available in the college website.

Functional MoUs, collaboration/linkages with more than 20 institutions. Quality Audits on Green/ Environment & Energy audit completed.

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

Plan of Action	Achievements/Outcomes
Academic Calendar	Academic Calendar(2022-2023) prepared & uploaded in the college website
Enrichment Programmes	Seminars & Special Lectures organized on Research Methodology, Gender, IPR, Entrepreneurship, Environment & Sustainability & current issues for Students & Teachers
New Add on /Certificate Programmes to be offered for students.	Twentyone (21) new Add-on Programs & Four (4) Certificate Programs introduced by different departments in collaboration with the IQAC for the students
Professional Development / Administrative Training Programs for Teaching & Non-Teaching Staff	Twelve (12) Professional Development Programs for Teachers & Seven (7) Administrative Training Programs (Workshops) were organized by the IQAC of the College. About ninety percent (90%) Teaching & Non-Teaching Staff actively participated in the Workshop/Awareness Programmes.
LMS introduced for students & Teachers	Teachers share course materials in the form of notes, image files, PPTs, video links and E-contents through LMS.
To Develop Entrepreneurship skills amongst students	Entrepreneurship Development Cell has been setup under the umbrela of Instituitional Incubation Center.
Attainment of POs & COs	Attainment of Programme outcomes and course outcomes are evaluated by all the Honours departments directly & indirectly through students' performance in University final Semester –end Examinations,2023 (Internal assessment, Tutorial,

	Theory & Practical Marks)& Exit feedback of students
Students Scholarships & Free-ships	560 students benefited by Scholarships & free ships.
Performance Appraisal System for Teaching & Non-Teaching Staff	Teachers' Performance had been evaluated annually through Self-appraisal, students' online feedback, Senior & Junior Teacher's assessment & principal's appraisal. Non-Teaching staff member's performance had been evaluated through self-appraisal, HoDs. assessment &Principal's appraisal.
Green Audit &Energy Audit	Green Audit & Energy Audit was conducted in the campus with the objective to promote the Environment Management and Conservation in the College Campus.
Policies to be framed for smooth running of academic and administrative processes	The IQAC finalised 11 polities for academic and administratve processes and achieved quality outcomes.

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	18/09/2023

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	BASANTI DEVI COLLEGE
• Name of the Head of the institution	DR. INDRILA GUHA
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03340643558
• Mobile no	9331022214
• Registered e-mail	principal@basantidevicollege.edu.in
• Alternate e-mail	info@basantidevicollege.edu.in
• Address	147B Rashbehari Avenue
• City/Town	Kolkata
• State/UT	West Bengal
• Pin Code	700029
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Urban
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	University of Calcutta
• Name of the IQAC Coordinator	Dr. Aditi Sarkar
• Phone No.	9830475165

• Alternate phone No.	**7605897135**
• Mobile	**9830475165**
• IQAC e-mail address	**iqac@basantidevicollege.edu.in**
• Alternate Email address	**aditi.sarkar1963@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.basantidevicollege.edu.in/IQAC/AQAR/AQAR%202021-2022.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.basantidevicollege.edu.in/IQAC/Academic_Calendar/ACADEMIC_CALENDAR_2022-2023.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**80.25**	**2004**	**04/05/2004**	**03/03/2009**
Cycle 2	**B**	**2.71**	**2012**	**11/03/2012**	**10/03/2017**
Cycle 3	**B+**	**2.51**	**2018**	**17/08/2018**	**15/08/2023**

6.Date of Establishment of IQAC	**15/09/2004**

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
DR. GOUR CHANDRA MONDAL, DEPT. OF MATHEMATICS	MRP	UGC	2019	240000
BASANTI DEVI COLLEGE	building grant	Govt. of West Bengal	2019	2500000
BASANTI DEVI COLLEGE	RUSA	MHRD	2019	5000000
BASANTI DEVI COLLEGE	SPORTS GRANT	Govt. of West Bengal	2019	210000
BASANTI DEVI COLLEGE	RUSA	MHRD	2020	2000000
Dr.INDRILA GUHA (PI) Dr.ADITI SARKAR (Co-PI)	Research Project (Title: CREATING ENVIRONMENTAL AWARENESS AMONG COLLEGE STUDENTS USING PAPER RECYCLING TECHNOLOGY IN KOLKATA	West Bengal Pollution Control Board	2022	300000

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	4	

• 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)

Twentyone (21) new Add-on Programs & Four (4) Certificate Programs introduced by different departments in collaboration with the IQAC for the students

Five day long Professional Development / Administrative Training Programs organized for Teaching & Non-Teaching Staff. More than 50% staff participated.

Seminars & Special Lectures organized on Research Methodology, Gender, IPR, Entrepreneurship, Environment & Sustainability & current issues for Students.

Online Feedback collected from stakeholders on the academic performance and the ambience of the college and after analysis action has been taken and feedback report made available in the college website.

Functional MoUs, collaboration/linkages with more than 20 institutions. Quality Audits on Green/ Environment & Energy audit completed.

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

Plan of Action	Achievements/Outcomes
Academic Calendar	Academic Calendar(2022-2023) prepared & uploaded in the college website
Enrichment Programmes	Seminars & Special Lectures organized on Research Methodology, Gender, IPR, Entrepreneurship, Environment & Sustainability & current issues for Students & Teachers
New Add on /Certificate Programmes to be offered for students.	Twentyone (21) new Add-on Programs & Four (4) Certificate Programs introduced by different departments in collaboration with the IQAC for the students
Professional Development / Administrative Training Programs for Teaching & Non-Teaching Staff	Twelve (12) Professional Development Programs for Teachers & Seven (7) Administrative Training Programs (Workshops) were organized by the IQAC of the College. About ninety percent (90%) Teaching & Non-Teaching Staff actively participated in the Workshop/Awareness Programmes.
LMS introduced for students & Teachers	Teachers share course materials in the form of notes, image files, PPTs, video links and E-contents through LMS.
To Develop Entrepreneurship skills amongst students	Entrepreneurship Development Cell has been setup under the umbrela of Instituitional Incubation Center.
Attainment of POs & COs	Attainment of Programme outcomes and course outcomes are evaluated by all the Honours departments directly & indirectly through students' performance in University final

	Semester –end Examinations,2023 (Internal assessment, Tutorial, Theory & Practical Marks)& Exit feedback of students
Students Scholarships & Free-ships	560 students benefited by Scholarships & free ships.
Performance Appraisal System for Teaching & Non-Teaching Staff	Teachers' Performance had been evaluated annually through Self-appraisal, students' online feedback, Senior & Junior Teacher's assessment & principal's appraisal. Non-Teaching staff member's performance had been evaluated through self-appraisal, HoDs. assessment &Principal's appraisal.
Green Audit &Energy Audit	Green Audit & Energy Audit was conducted in the campus with the objective to promote the Environment Management and Conservation in the College Campus.
Policies to be framed for smooth running of academic and administrative processes	The IQAC finalised 11 polities for academic and administratve processes and achieved quality outcomes.

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	18/09/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	17/01/2023

15.Multidisciplinary / interdisciplinary

- **Basanti Devi College is affiliated to University of Calcutta, Kolkata, and it follows the University prescribed curriculum. The Vision of Basanti Devi College is Women Empowerment through Higher Education.**

- **The choice based credit system (CBCS) for all UG & PG Programs was introduced by the University of Calcutta from 2018- 19 academic sessions & the college follows the same.**

- **Our college is a Multidisciplinary College with Arts and Science streams. Most of the Academic activities are interdisciplinary in nature. Various Enrichment Programs & Activities beyond classroom are organized regularly for students by various departments which includes seminars, workshops, special lectures, awareness programs, group discussions on important issues, Community Survey, Departmental Quiz, paper presentation by the students, Film/documentary show, extempore Speech, Essay competition on relevant issues, various Cultural Competition, Annual Sports, Annual Social etc.**

- **All the Departments of our college (Bengali, English, Sanskrit, History, Education, Philosophy, Political Science, Sociology, Psychology , Women Studies, Human Rights, Environmental Science, Economics, Mathematics, Physics, Chemistry, Statistics& Computer Science) are actively involved in strengthening the education system in accordance with the NEP,2020.**

- **Apart from this, the certificate & add on courses offered by different**

departments are interdisciplinary & help students to enhance their employability/ entrepreneurship skill.

16.Academic bank of credits (ABC):

Basanti Devi College is affiliated to University of Calcutta under the administrative control of Govt. of West Bengal. The University of Calcutta organized a workshop on Digilocker, National Academic Depository (NAD) & Academic Bank of Credits (ABC) on 5th October,2023 & mentioned that ABC will be introduced from the next academic session i.e. 2024-2025 during UG & PG admission. As soon as we receive orders and guidelines from the appropriate authorities, we will take steps to implement the Academic Bank of Credits.

17.Skill development:

The Choice Based Credit System introduced by University of Calcutta mandates Skill Enhancement Courses (SEC) for all disciplines. Hence all students are given exposure to Skills required to make them job ready. In addition the college has introduced several Certificate/ diploma & Add on Courses for skill-enhancement of the students. The College offers Diploma Course in Computer Application conducted by WEBEL Informatics LTD, Govt. of West Bengal ,Six months Spoken English & Communicative German Courses in collaboration with the School of Languages, Ramakrishna Mission Institute of Culture, Golpark, Kolkata, Six months Certificate Course(Basic & Advanced) in Psychological Counseling in collaboration with Jadavpur University, Three months Self Defense Training Course, life skill courses like Yoga & Meditation, Aerobics , Physical Fitness , Health & Hygiene etc. Research skills are also inculcated through individual and group projects for PG and UG respectively.

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

The college offers programmes on Sanskrit, one of the ancient languages in the world—a language that showcases rich literary and cultural heritage of India. The Undergraduate CBCS syllabus incorporates papers on Ancient and Modern Indian History, Political Thought, Education System, Classical Literature and Modern Indian Literature, Indian Philosophy etc to instill a sense of rootedness and pride among the students regarding rich traditions of Indian knowledge system. The use of Bengali language as a major mode of communication in the classroom enables the learners to understand the topics clearly. Our Students write their University Examination papers in Bengali/ English.

To imbibe Indian art and Culture, College celebrates important days, organizes various cultural activities, Annual Cultural

Competition, Annual Social for students where preference is given to Indian Culture and Traditions. Guest Lectures, Seminars and Competitions are organized by the Language Departments to foster the spirit of Language and Culture.

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

OBE was implemented in the year 2019. Program Outcomes & Course Outcomes for all UG & PG Programmes are prepared by the Faculty with the help of Coordinator, IQAC & displayed on the college website. Students of each Semester are made aware of the course outcomes, program specific outcomes and Program outcomes by the faculty members.. Mapping of Course Outcomes with Programme out comes is done by all the departments with the help of the IQAC. Attainment of POs & Cos is evaluated by both direct & indirect method through students' performance in Internal Examinations, Tutorials, University final Semester –end Examinations, Students Feedback & Student satisfaction Survey. Attainment of POs & Cos is evaluated for last two batches of UG students (2021-2022 & 2022-2023). Several Workshops were also organized by IQAC for teachers on Program Outcomes & Course Outcomes & attainment of POs & Cos.

20.Distance education/online education:

The college has Study centre of Netaji Subhas Open University (NSOU) which offers undergraduate & postgraduate courses through Distance mode.

During New Normal, all Faculty members had taken online classes according to the Time-Table & provided necessary study materials to the students.

Extended Profile

1.Programme

1.1   **452**

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

File Description	Documents
Data Template	No File Uploaded

2.Student

2.1   **1211**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2   **456**

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

File Description	Documents
Data Template	[View File](#)

2.3   **411**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1   **71**

Number of full time teachers during the year

File Description	Documents
Data Template	[View File](#)

3.2   **71**

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	**452**

File Description	Documents
Data Template	No File Uploaded

2.Student	
2.1 Number of students during the year	**1211**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**456**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**411**

File Description	Documents
Data Template	[View File](#)

3.Academic	
3.1 Number of full time teachers during the year	**71**

File Description	Documents
Data Template	[View File](#)

3.2 Number of sanctioned posts during the year	**71**

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1 Total number of Classrooms and Seminar halls	**28**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**14**
4.3 Total number of computers on campus for academic purposes	**83**

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

Basanti Devi College is affiliated with the University of Calcutta and it follows University prescribed curriculum. Different steps, that are followed by the college to ensures effective curriculum delivery, are: - 1) The Annual Academic Calendar is prepared according to the University Calendar prior to the commencement of the new academic session, specifying available dates for significant activities to ensure proper teaching -learning process and continuous evaluation process and it is displayed in the Students & Professors Notice Board & uploaded in the College Website. 2) A Master Routine is prepared before the commencement of each session/semester by the Routine Committee & distributed among the departments after Principal's approval. The Master Routine is also uploaded in the college Website for students. 3) Meeting is held in each department at the end of each Semester to discuss about the performance of the students, mentoring process, remedial classes, add-on courses, other departmental activities& Library services. The syllabus is

also distributed among the teachers in the departmental meeting and classes allotted as per the timetable.4) Teachers of every department prepare a detailed month-wise teaching plan according to the syllabus prescribed by the affiliating University and upload it on the Learning Management System (LMS)

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.basantidevicollege.edu.in/class_routine.shtml#class_routine

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

The IQAC prepares an academic calendar based on the calendar of University of Calcutta prior to the commencement of new academic session. It includes important timelines like commencement of classes, Internal Assessment, tutorial, Theory & Practical Examinations of the University, seminars/conferences/ workshops, activities of NSS, NCC, Career Counseling and Placement Cell and other academic activities for the session. Important Days which are celebrated / observed by the college are also included in the Calendar. The academic calendar is displayed in the Students & Professors Notice Board, published in College Prospectus & also uploaded in College Website. The syllabus & detail teaching plan of each department is uploaded in the college LMS, which the students can access. Monthly attendance reports are sought by the Principal from the Head of the Departments. The answer scripts of class tests are shown to the students and necessary suggestions(if any) are given by the faculty to individual students for their improvement in the University Examinations .On the basis of class response and performance in class tests, remedial classes are arranged for slow learners. The departments hold regular faculty meetings to ensure that Continuous Internal Evaluation is executed efficiently.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.basantidevicollege.edu.in/index.shtml/Academic%20Calendar

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

33

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

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

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

29

File Description	Documents
Any additional information	[View File](#)
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

684

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

1.3 - Curriculum Enrichment

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

Professional Ethics, Gender, Human Values and Environment and Sustainability are highly valued by the college since they are closely linked to its vision, mission and core values. The College offers two B.A. General & one Compulsory BA/B.SC Undergraduate Programs which addresses Gender, Environment and Sustainability, Human Values & Professional Ethics. Women's Studies – It is an Undergraduate BA General Subject which is offered with History & Sociology Honours. It consists of four Core Courses, namely, Women & Society(CC-1/GE-1-Sem-1),Feminist Theory & Movements(CC-2/GE-2-Sem-2),Gender Issues in India(CC-3/GE-3-Sem-3)& Women's Rights & Politics(CC-4/GE-4-Sem-4). Human Values & Professional Ethics- It is an Undergraduate BA General Subject which is offered with Political Science Honours. The subject consists of four Core Courses, namely--Introduction to Human Rights(CC-1/GE-1-Sem-1),Promotion of Human Rights & Humanitarian Law(CC-2/GE-2-Sem-2),Law & Specially Disadvantaged Section of Society in India(CC-3/GE-3-Sem-3),Emerging Dimensions of Human Rights &Evolution of the Concept of Human Rights & Duties in India(CC-4/GE-4-Sem-4). The students are exposed to different extension activities and team works where they learn the core of a Highly ethical professional life. Environmental

Studies-it isCompulsory for BA/B.SC Undergraduate Course of Semester -2 (Ability Enhancement Compulsory Course , AECC-2) comprises of Eight Units. Unit-1-The Multidisciplinary Nature of Environmental Studies, Unit-2-Renewable & non-renewable

File Description	Documents
Any additional information	View File
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

6

File Description	Documents
Any additional information	View File
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

473

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://www.basantidevicollege.edu.in/Feedback/curriculum.shtml#curriculum
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.basantidevicollege.edu.in/Feedback/curriculum.shtml#curriculum

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

434

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

379

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

2.2 - Catering to Student Diversity

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

The college carries out separate assessment process to identify the learning levels of the students which are as follows:- 1. All departments conducts class test (20 marks) on basic concepts of the respective discipline for Semester-1 students within one month from the commencement of the classes. 2.On the basis of the class test scores, the students are identified as advanced, average and slow learners. Criteria (based on percentage scores) in the test(Honours);- 0-39 – Slow learners 40-59 – Average 60-69 – Above average (Very good) 70 and Above – Excellent Advanced- Top 5% among the excellent Criteria (based on percentage scores) in the test(General);- 0-29 – Slow learners 30-49 – Average 50-59– Above average (Very good) 60 and Above – ExcellentAdvanced- Top 5% among the Excellent Slow Learners: 1. Remedial classes to the Honours students who scored below 40% and General Students who scored below 30% in their class tests. 2. Self-learning materials provided 3. Home assignments & group assignments. 1. Encourage and motivate to take active part in different academic & co-curricular activities. AdvancedLearners1.Digitallibraryfacilityforindependentstudy. 2. Encouraged to present papers in seminars and actively participate in various Competitions, Debate etc.

File Description	Documents
Paste link for additional information	http://www.basantidevicollege.edu.in/IQAC/policy/20221223_Slow_&_Advanced_Learners.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1211	71

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

In order to provide a comprehensive learning experience to the students, different teaching strategies have been deployed by the teachers inside as well as outside the classrooms. The following methods and techniques have proved very fruitful to enhance the knowledge and life skills of the students:

Experiential Learning Methods :

1. The Language lab and the interactive panel are used by students to develop their LSRW skills, public speaking, communication and linguistics skills.
2. Laboratory teaching and demonstrations through practical help students to understand various scientific processes.

3. Students undertake Internship programmes in various industries and institutions. At the end of the training programme, they share their learning experiences in the classes with their peer groups.

Participative Learning Methods

1. Students undergo practical training through Workshops and Hands-on-training programmes organized by the departments.

1. **Quiz competitions are introduced in classrooms to enhance students' knowledge and make learning experience entertaining and memorable.**

1. **Teachers conduct group discussions to inculcate team spirit and co-operative learning environment among students.**

Problem-Solving Methods: Individual or Group Project Work undertaken by UG students help them to develop team spirit, leadership qualities, research interests and Problem-solving skills.

File Description	Documents
Upload any additional information	[View File]()
Link for additional information	**Nil**

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

ICT tools and resources are effective alternatives to the traditional black board and lecture methods of teaching and learning. In order to enhance students' participation, involvement and understanding, and to keep pace with the indispensability of technological advancements in education, teachers keep upgrading themselves regularly in the use of innovative and effective ICT strategies for both online and offline teaching.

The following ICT tools are used by teachers:

ØLCD projectors (Portable and fixed) with Wi-Fi connectivity help in screening PPT and Video documentaries for understanding of the students.

ØPrinters and scanners are often used to prepare course materials and handouts and record students' details

ØFor the preparation of PPTs and other study components, teachers use computers and laptops.

ØLicensed softwares and freewares are used. Course specific ICT tools like (SPSS, Tally) and other freely available tools are used.

ICT Resources used

ØCollege library holds subscriptions for INFLIBNET- NLIST, Delnet, NDLI, NPTEL and E- books and E-journals which serves as reservoirs of information

Licensed and Open source Softwares like Oracle, Rasmol, Fasta, Tally, MATLAB, PYTHON, LATEX, Turbo C Editor, Live SQL, EMBL, DDBJ, PDB, SWISS PROT, PIR, CATH, CHOU etc used to present practical a., are nd theorical concepts.

Students are encouraged to enroll in web-based courses in the Massive Open Online Courses (MOOC) provided by the M.H.R.D

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

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

2.3.3.1 - Number of mentors

55

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
Mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

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

38

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

5

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

846

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.

The Semester –wise choice based credit system (CBCS) for UG &PG Program was introduced by the University of Calcutta from 2018-19 academic sessions. The college is affiliated to University of Calcutta and it follows the same. In each semester students have to appear in the internal assessments conducted by the respective Departments of the college itself. No student is allowed to appear in the final examinations without appearing in the internal examinations. The Internal assessment comprises of 20% of the full marks of each course. In case of a 100 marks full paper in any subject/course, the Internal Assessment is based on class attendance of 10 marks and Internal Examination of 10 marks. The mode of Internal Examinations are MCQ/Objective type Question or as per recommendations of the respective BOS. Every month students are informed about their percentage of class attendance in each paper/course & they are allowed to see their internal examination answer sheet after evaluation. Examiners are encouraged to show part- marking & write comments where necessary in the answer sheet so that students can understand the rationale behind the marks given by the examiner. In addition to internal assessment every courses have a Practical/ Tutorial component of 15 marks. Tutorial consists of Project, Assignment, Paper Presentation with PPT, Viva etc.

File Description	Documents
Any additional information	[View File](View_File)
Link for additional information	http://www.basantidevicollege.edu.in/Examination/Examination_Notice.shtml#examnotice

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

The Internal assessment comprises of 20% of the full marks of each course. In case of a 100 marks full paper in any subject/course, theInternal Assessment is based on class attendance of 10 marks and Internal Examination of 10 marks. Every month students are informed about their percentage of class attendance in each paper/course & they are also allowed to see their internal examination answer sheet after evaluation. Examiners are encouraged to show part-marking & write comments where necessary in the answer sheet so that students can

understand the rationale behind the marks given by the examiner. If any student have any grievances regarding internal examination question paper or marks she immediately informs (verbally or written) the HOD of that particular subject for clarification or re- view of the answer sheet. The HOD immediately verify internal examination question paper(if any error occurs) & tries to provide error-free question papers and also verify /scrutinize each marks before uploading the marks in the University Portal within the stipulated schedule of the University. The hard copy of the same duly signed by respective examiners, HODs & Principal is submitted to the University Result (Major) & Computer Cell-1 section. All documents related to Internal assessment are preserved by the college.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://www.basantidevicollege.edu.in/Examination/Examination_Notice.shtml#examnotice

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.

Curriculum offered in the college is prescribed by the University of Calcutta. In strict compliance with the guidelines given by the University, the objectives of Program Outcomes (POs) and Course Outcomes (COs) are framed by the department offering the concerned program after rigorous consultation with all faculty and the stakeholders. During the students induction program POs, COs are discussed. The Outcome-Based Education (OBE) syllabus highlighting 8 to12 Programme Outcomes (PO) based on the Graduation Attributes (GA) & 4 to 5 Course Outcomes (CO) for each Course is displayed in the College website and it can be accessed by all the stakeholders namely Faculty, Students, Industry and Alumni.

Communicating the POs and COs to the teachers:

- The teachers are oriented about the CBCS &OBE System by the Convener, Academic sub-Committee &the IQAC and the landmark of attainment of outcomes is set by the

Institution through their Programmes and Workshops.

Communication to the Students:

- The course teachers introduce the different units in the syllabus co-relating them to the COs, and the mapping of POs and COs to the students while beginning the course.
- Discussion is conducted on the significance of individual chapters and topics and the overall relevance of the papers catering to the modern needs. Students relate to the teaching methods and involve themselves in classroom activities to acquire better learning experience and life-skills.
- The syllabus displayed in the college website with the POs and COs also enables a student to have an overview of the course contents.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Attainment of Programme outcomes and course outcomes are evaluated by the institution directly & indirectly through students' performance in University final Semester –end Examinations (Internal assessment, Tutorial, Theory & Practical Marks)& Exit feedback of students. Marks distribution of University Examinations for Labbased and Non-Lab based Courses are1. For Lab –based Program(F.M.-100 per Paper/Course)— i) 50 marks- Theoretical Course+30 marks Practical Course +20 marks Internal Assessment (Internal Examinations-10 marks + Class Attendance-10 marks). 2) For Non-Lab based Program(F.M.-100 per Paper/Course)— i) 65 marks Theoretical Course +15 marks Tutorial Course +20 marks Internal Assessment (Internal Examinations-10

marks + Class Attendance-10 marks). ii) 80 marks Theoretical Course +20 marks Internal Assessment (Internal Examinations-10 marks + Class Attendance-10 marks). The marks for attendance of a student in each Course are- % of attendance Marks to be awarded Less than 60% 0 60% to less than 75% 6 75% to less than 90% 8 90% and above 10 Attainment levels: For University Exams CGPA* Letter Grade Remarks 9.000--10.000 A++ Outstanding(O) 8.000--8.999 A+ Excellent(E) 7.000--7.999 A Very Good(VG) 6.000--6.999B+Good(G)5.000--5.999BAverage(A)4.000—4.999C+ Fair(Fa)3.000---3.999C,Satisfactory(S)0.000—2.000FFail(F) *Cumulative Grade Point Average

File Description	Documents
Upload any additional information	[View File](#)
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

309

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)

http://www.basantidevicollege.edu.in/Feedback/student_satisfaction_surveys/20231207_Student_Satisfaction_Survey_Report_2022_23.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

15

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)	No File Uploaded

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

2

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

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

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

0

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

3.2 - Innovation Ecosystem

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

The college plays an encouraging role in creating an ecosystem for innovation, creation and transfer of knowledge through its Incubation & Entrepreneurship Cell (IEC). The mission of the cell is to develop an institutional mechanism to encourage, inspire & nurture the innovative ideas of young students and transform them into working models and start-ups.By organizing students' seminars, workshops, Special Lectures, webinars, Awareness Programmes etc. the college upholds the tradition of oral transmission of information from one generation to the next to ensure their continuity. Faculty Enrichment programmes, faculty exchange programmes, cultural events, collaborative academic endeavors help the college to propagate ancient Indian culture and heritage.

Outcome:

1. **A Paper Recycling Unit (Unit-1) has been set up in the college in the year 2022 under IEC for students & staff members with the objectives of providing hands on training on waste Paper recycling &creation of new paper products.**
2. **The Cell also introduced two other units for students on Art & Crafts (Unit-2) & Jewelry- Making (Unit-3) in collaboration with Fevicryl.**
3. **Students created paper files, pen stands, paper bags, Book Mark &Envelopes from the recycle papers for Exhibition cum sell.**
4. **Students created different kinds of innovative jewelries for Exhibition cum sale**

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

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

9

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

1

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	[View File](#)

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

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

15

File Description	Documents
Any additional information	[View File]
List of research papers by title, author, department, name and year of publication (Data Template)	[View File]

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

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

4

File Description	Documents
Any additional information	[View File]
List books and chapters edited volumes/ books published (Data Template)	[View File]

3.4 - Extension Activities

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

Basanti Devi College ever since its inception has relentlessly strived towards its mission statement of transforming students into a sensitive and responsible youth force who have social commitments towards the larger section of the society. Some of the approaches followed by the institution to sensitize students to social issues for their holistic development areSocial welfare activities of the institution are organized through the National Service Scheme (NSS)& National Cadet Corps (NCC). The College has one unit each of NSS headed by one Teacher-Programme Officer and NCC headed by one Lieutenant Officer. Benefits of NSS/NCC are communicated to the students during Orientation of the 1st Semester students..NSS volunteers coordinate community service initiatives in neighbourhood community housed by the underprivileged population and take up clean-up drives, anti-drug campaigns, breathing excercises and yoga for biggiinars,literacy drive, health check-up, dengue awareness rallies, tree plantation etcin association with NCC unit of the college and other organizations.

Outcome:

1. Community service enables them to comprehend the value of giving back to society and cultivate compassion for those in need.

2. students of different departments gain knowledge of societal problems and engage with the community to spread awareness

File Description	Documents
Paste link for additional information	https://www.basantidevicollege.edu.in/NSS/NCC_Report.shtml#NSS
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

8

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

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

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

53

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

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

100

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

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

34

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	<u>View File</u>

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

21

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

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.

Ever since its establishment, Basanti Devi College has augmented its infrastructure continuously over the years in accordance with its academic growth. The College ensures that the teaching–learning process is maintained at an optimal level by providing adequate infrastructural arrangements. The College achieved several milestones with continuous financial support from the Department of Higher Education and National schemes such as Rashtriya Uchchatar Shiksha Abhiyan (RUSA 2.0). Some of the facilities provided by the college for teaching-learning are as follows:-

- **The college has 28 spacious and well-ventilated classrooms with adequate infrastructure befitting smooth teaching–learning process.**
- **All five laboratories of the College (Physics, Chemistry, Numerical, Psychology & Phonetics) have advanced tools, instruments and equipment with the latest software.**
- **In Phonetics Lab, with the help of online recourses, students practice their language skills through listening, speaking, reading, and writing exercises.**
- **All the Departments are provided with computer and internet facilities & all the Seminar Rooms have LCD facilities. The campus is also Wi-Fi enabled for everyone.**

Students are trained to give Seminar presentations through PPT.

- The College has provided LCD projectors (Portable and fixed), printers with scanning and Xerox facilities.

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

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

Basanti Devi College provides adequate facilities for cultural activities, sports, games (indoor, outdoor), yoga centre etc for holistic development of the students.

Cultural Activities

- There is a positive environment for Cultural activities in the college. The cultural Committee members (with representation from the teachers, students, alumni & non-teaching members) conduct various cultural events throughout the year.
- Some of the cultural activities which are organized every year are- College Annual Social, Annual Cultural competition, Celebration of College Foundation Day, Birth Anniversary of Basanti Devi, Celebration of Calcutta University Foundation Day, Rabindra Jayani , Rabindranath Tagore's death Anniversery , International Women's Day, International Mother Language Day, Saraswati Puja Celebration etc

The following amenities enable the smooth conduct of cultural activities:

i)Air-Conditioned Auditorium with a seating capacity of 150 members, with LCD screen, overhead projectors, speakers & microphones ii) Open air stage

Sports & Yoga Centre

- **A MoU is signed between the college and Adventure & Mountain Lovers Association (AMLA) for training Programmes on Yoga, Physical Fitness & Rock climbing .**
- **Some of the activities related to sports are- inter college tournament like Kabbadi, Athletic, Kho-Kho, Badminton, annual college sports, Rock climbing Camp, Yoga Training Program, Self Defense Training program, Aerobic & Physical Fitness etc.**
- **Apart from offering a certificate course on Yoga, interested students can practice Yoga under the guidance of trainer.**

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

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

15

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

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

73.97

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

4.2 - Library as a Learning Resource

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

The library is fully automated with Integrated Library Management Software KOHA. The circulation process has been fully automated since the year 2017. The library has computerized catalogue OPAC for online catalogue search. Since 2019 library has provided remote search facility through WEBOPAC..

All the books as well as library membership cards were tagged with barcodes to ensure seamless automated circulation through barcode scanners.

Library OPAC and online library services are accessible through the college website. Maintenance of the KOHA software is provided by the Listed Service Provider of KOHA through AMC (Annual Maintenance Contract).

The entire library premise is under CCTV surveillance as library provides open access. Computers in the Digital library area and housekeeping area, CCCTV system and other machines in the library are maintained by centralized agencies.

The Librarian organizes Library Orientation Programme (online and physical) at the beginning of the academic sessions to made students aware of all the services and facilities provided by the library.

• Name of ILMS software KOHA

• Nature of automation (fully or partially) Fully

- **Version 21.05.13.000**

- **Year of Automation 2017**

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

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

C. Any 2 of the above

File Description	Documents
Upload any additional information	[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)

3.58

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

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

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

38

File Description	Documents
Any additional information	[View File]()
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

Basanti Devi College has updated its IT infrastructure facilities with time and need. From the year 2012 onwards there has been a significant change in this regard. A year wise report(2013-2021) on IT facility up gradation is placed below: Year : 2017: One separate Broadband Connection provided to the College Library for Automation & remote library database sharing. ISP : Airtel, Speed : 8 Mbps, Data : 20 GB / month in High Speed (Beyond that Unlimited @ 512Kbps). In November 2017, the plan of the Broadband Connection of Library upgraded from 8 Mbps to 24 Mbps. Purchase of Desktops, Purchase of Printers/ scanners/ modems etc. Year: 2018: Jio Fi Campus Connectivity introduced, new Smart Classroom introduced, Two ICT enabled classroom introduced Year: 2019: New computers purchased for library and academic purposes. AMC for computers done with Supertron Pvt Ltd. Year : 2020 : Two new printers purchased Year : 2021 : 3 laptops purchased for academic & administrative purposes, Year 2022 : 6 new computers procured for Computer Laboratory & Network resource Center , YEAR: 2023 : Upgradation of Internet, Optical FIberconnection of 300 MBPS. 8 classrooms are converted into ICT enabledclassroom with Projector and audio visual setup.

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

4.3.2 - Number of Computers

88

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

7.23

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

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

The college has an established system for maintenance and utilization of Building, Classrooms, Furniture, Laboratories, Library, Computers, Medical Unit, Sports Unit, Canteen, Safe -drinking Water, College Garden etc. The responsibility of the use of the entire infrastructure of the college campus is invested with the respective staff, students & other stakeholders. The college upgrades & maintain infrastructure in

accordance with its academic growth. The college has an active Planning Body which comprises of Building Committee, Planning Board Committee, Purchase Committee, Library Advisory Committee ,Academic sub-committee, Admission Committee, Routine Committee, College Prospectus committee, College Magazine Committee, Cultural Committee, Sports Committee, Examination Committee, Canteen Committee, Medical Service Committee etc constantly monitors and evaluates the status of the college.1.Maintenance of Physical Facilities Maintenance of the college building and equipments like generator, general lighting, power distribution system, solar panels etc is looked after by the Building committee. All work is done through web tender& E-tender system as per standard norms. 2. Maintenance of Classrooms , Laboratories & ICT facilities The cleaning of the classrooms and the laboratories are done by supporting staff & supervised by the Students & Head of the respective Department. Different laboratory instruments, machines, Smart Class Rooms, Numerical Laboratory, Language Laboratory, UGC Network Resource Center and the related systems are maintained with Annual Maintenance Contracts (AMC).

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

567

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

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

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

211

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   **A. All of the above**

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

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

670

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

210

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

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

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	[View File](#)
Upload any additional information	[View File](#)
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

12

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

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

5.2.2.1 - Number of outgoing student progression to higher education

142

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

1

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

5.3 - Student Participation and Activities

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

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

0

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

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' Representative (SR) is an indispensable part of Academic and Administrative bodies/committees of the institution such as the Governing Body, IQAC, and Alumni Association of the college. One representative each is elected as Class Representative (CR) from the B.A./B.Sc undergraduate Honours programmes. The Students' Representative to the Governing Body is selected as per college norms, out of two class representatives, one each from the current batch of B.A. and B.Sc final year Honours students. The students propose the names of the representatives from their respective classes. The students' representative is finally elected by the students in the presence of one Teachers' Representative to the governing body, the IQAC Co-ordinator and the Convenor of the Academic Sub-committee. The SR addresses and represents students' views and grievances, and as a spokesperson, conveys these to the concerned authorities for

discussion and amicable resolution. The Students' Representative provides valuable informal feedback regarding curriculum, teaching learning and evaluation process. She oversees the ready availability of teaching aids in class rooms suchas chalk, duster, maps, and laser pointers.

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

34

File Description	Documents
Report of the event	[View File](#)
Upload any additional information	[View File](#)
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

5.4 - Alumni Engagement

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

CHIRANTANI (Reg. No: 5/ 2L/63605) is an officially registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services. It is an active body which holds meetings and organizes programs round the year. Chirantani gives award prizes and medals to two students who secure highest marks in Part III University Examination every year (Arts and Science dept.). Members of the Association extend their helping hand to present students .They actively participate in different meetings

related to betterment of the college. The members of the alumni association provide regular feedback on University Curriculum & overall performance of the college.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The Governing Body of the college is the apex body with regard to the academic, administrative and financial decisions. The body comprises of President, Principal, State Government-Nominee, University Nominee, Teacher Representatives, Non Teaching Representative & Student Representative. Decisions regarding academic, administrative and financial aspects, policies of the institution are debated and approved during the Governing Body meeting in accordance with the vision and mission of the institution. The Principal as the Head of the Institution along with the IQAC, Conveners of various committees/cells implement the decisions and policies of the management. The Heads of various Departments lead, manage and execute the activities of the department to achieve the highest possible standards. The Faculty members regularly monitors the overall development of the students.

Moreover, under the guidance and leadership of IQAC, all Faculty members actively participate in designing and implementing the strategic action plans, as well as maintain an eco-friendly green and clean college campus.

File Description	Documents
Paste link for additional information	https://www.basantidevicollege.edu.in/About/Vision_Mission.shtml
Upload any additional information	View File

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

The College encourages and follows the culture of decentralization and participative management by involving all staff members in a number of administrative roles. · The decision making apex body at the College level is the Governing Body (GB) . The GB has representatives from various stakeholders such as Government, University, society, teaching staff, administrative staff and the students. · The participative management is achieved by decentralization from GB President through Principal, Coordinator IQAC, Heads of the Departments, teaching faculty and administrative staff. · Before the commencement of every academic year various academic and administrative committees are formed by the Principal as per the recommendations of IQAC. Some committees are statutory and the rest are formed for good governance. The regular activities of the college are carried out through various committees like admission, academic, routine, examination, finance; purchase, library, student's aid-fund etc.

Teachers, as one of the important stakeholders, are represented in various administrative and academic committees. The roles and responsibilities of the committee members are well defined. The committee meets frequently and makes major decisions. The participatory role of faculty members is crucial in enhancing the professional competency and social responsibility of young women students, which reflects the vision and mission of the college.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC, under the guidance of the Principal, framed the strategy objectives to be attended considering the Vision and Mission of the college, SWOC analysis, stakeholders expectations and NAAC 3rd Cycle Peer Team recommendations. Some of the strategy plans along with the deployment in the academic session 2022-2023 are given below-

Plan of Action

1. To introduce more subjects related to add on/ Certificate/ value-added programmes for students to give them additional exposure beyond the University curriculum

2.To develop entrepreneurship skills among students

3.To frame policies by the IQAC for smooth running of academic & administrative processes after comprehensive assessment of the existing one

Outcomes:

1. 19 new subject related Add on Programmes introduced by various departments for students to give them additional exposure beyond the University curriculum & 12Certificate Programmes offered to the students for their capacity building & skill enhancement.

2.Incubation center has been set up with the objective to develop entrepreneurship skills amongst the students by means of their own innovative creations and products.

3.The IQAC finalized 11 Policies for academic and administrative processes after Governing Body's approval and achieved quality outcomes through its well-framed policies.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

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

Policies:

The IQAC finalized 11 Policies for academic and administrative processes after Governing Body's approval and achieved quality outcomes through its well-framed policies.

Administrative-Setup

The leadership of the institution follows a participative management model through a structured organisational mechanism. The Governing Body(GB) is the apex body with regard to the academic, administrative and financial decisions. The Principal acts as an executive head . The GB has representatives from various stakeholders such as Government, University, society, teaching staff, administrative staff and the students. The College Teachers 'council and IQAC gives advices to the Governing Body.

Finance-Administration

Bursar is responsible for various financial affairs. The Infrastructure and Planning Committee monitors the allocation of funds. The Project monitoring Committee supervises construction works. The internal audit committee makes the internal audit annually

Office-administration

Head Clerk is the head of the office. Accountant, Senior-Clerks, Administrative Assistant, Clerks, Office-Attendants and Supporting-staffs discharge various administrative duties.

Appointments & Promotion

The procedure of all appointments and service rules is maintained as per norms of the Higher Education Department, Govt. of West Bengal. Thirty Two State Aided College Teachers were appointed in the session 2019-2020.Promotion are based on API scores prescribed under Career-Advancement Scheme(CAS) by the UGC.

Policy Documents

Institution has well-formulated policies on various academic & administrative matters.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	https://www.basantidevicollege.edu.in/About/Organogram.shtml#organogram
Upload any additional information	[View File]()

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Welfare measures for faculty members encompass provisions such as Leave On-Duty for professional development activities, adherence to government norms for various types of leave including Maternity and Child Care Leave, enrollment in health schemes, and retirement benefits like Pension and Provident Fund. Financial support through Group Insurance and Provident Fund Loan Facility ensures security, while interest-free ad hoc payments aid newly appointed faculty members. Additionally, financial assistance for workshops and conferences promotes continuous learning. For non-teaching staff, provisions include leave entitlements, Maternity and Child Care Leave, access to festival advances, and similar financial support for new

appointments. These measures collectively create a supportive environment, fostering professional growth and well-being for both faculty and staff.

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

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

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

0

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

10

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

`1`

File Description	Documents
IQAC report summary	[View File](#)
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	[View File](#)
Upload any additional information	[View File](#)
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

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

Basanti Devi College has Performance Appraisal System for both teaching and non-teaching staff. It was introduced in order to judge and evaluate the performance of the staff in regular

academic and administrative activities of the institution. Some of the performance appraisal measures taken by the college are as follows:

- Teachers' appraisal is based on two approaches - Career Advancement Scheme (CAS) & 360-DegreeTeachers' Performance Appraisal.

- 360-DegreeTeachers' Performance Appraisal is sought through Self-appraisal, students' online feedback, Senior & Junior Teacher's assessment & principal's appraisal.
- Non-Teaching staff members' performance is evaluated through self-appraisal &Principal's appraisal.
- Biometric attendance and attendance register of all staff is maintained which is regularly examined by the Principal. Service Book is maintained for all staff against substantive posts.

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

6.4 - Financial Management and Resource Mobilization

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

The College regularly conducts Internal and External audits for each financial year. The Internal Auditor is approved by the Governing Body and the Audit is carried out with the assistance of the Account Section under the guidance of the Bursar, Accountant and Head Clerk. The internal Audit has been completed from the financial year 2018-10 to 2022-23. The External/Statutory Auditor is appointed by the Department of Higher Education, Government of West Bengal.

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

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

As far as the mobilization of funds and its optimal utilization are concerned, the key sources of funds are the student's admission fees, development fees, laboratory fees, library fees, magazine fees, Wi-Fi fees, and welfare charges collected at the time of admission and tuition fees and examination fees collected during the academic year. A substantial amount of fund is collected through the selling of admission forms amongst aspiring UG and PG students. The college has been awarded a RUSA grant of Rs. 2 crores.

A part of the funds received is used for enhancement and maintenance of the library, procurement of new equipment for laboratories, maintenance of the existing devices and instruments, expenditure on capital assets such as electrical installation, furniture, and office equipment, repair and renovation of existing classrooms and buildings etc. Fund has been allocated for the purchase of sports equipment as well. A substantial portion of the fees collected from the applicants seeking admission has been utilized for the welfare of the students in terms of concession of tuition fees for economically backward and marginal students

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

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell (IQAC) has played a significant role in institutionalizing quality assurance strategies and processes, focusing on core areas such as Curricular aspects, teaching-learning& Evaluation, research, Innovations & Extension, capacity building, and overall quality enhancement. Some of the significant contribution of the IQAC for Institutionalizing the quality assurance strategies and processes-

- **Automation of academic governance by installing Learnaing Management System(LMS).**
- **Preparing Academic Calendar and ensuring efficiency of teaching-Learning and evaluation process.**
- **Designed and Introduced subject related Add-on Courses and many other Certificate programmes for students for their capacity building & skill enhancement.**
- **Workshop on Outcome Based Education & Bloom's Taxonomy and training in Mapping & Attainment of Program & Course Outcomes organized for teachers.**
- **Internal Academic and Administrative Audit, Audit of Purchase of Books & Journals & Internal Financial Audits conducted & report prepared.**
- **Major Clean & Green campus Initiatives of the college including Policy document on Green Campus framed.**
- **Conducted Gender audit & Energy Audit .**
- **Soft skill training like Functional English, Personality Development, skill of Adjustment, Empathy &Emotional Intelligence, career counseling, stress management organized for students.**
- **Life-skills training like Yoga, Aerobics , Physical fitness , Self Defense & health & hygiene were conducted for students.**

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

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

The initiatives with respect to institutional reviews of teaching learning process by the IQAC are-

The teaching learning process of the college is continuously reviewed by Internal Quality Assurance Cell .In each semester review meeting on Teaching- Learning & Evaluation Process with Students &Head of the Department is conducted by the IQAC (Principal as Chair person) to know about the syllabus covered in the class, whether classes are held as per Class Routine, Punctuality of Teachers & Students in class, any problem with teaching-learning & evaluation process, Performance of students in internal & external examinations , availability of library service, Suggestions / observation from student etc.

- **Every academic year IQAC collected data from students on online student satisfaction survey regarding teaching-learning process . After analysis of data the report is prepared and placed before the Principal(Chairperson, IQAC) in the IQAC meeting for Governing Body's approval . Following are the measures taken to augment the teaching learning process-**

- **To introduce Learning Management System introduced for students & teachers to improve the Teaching-Learning process.**
- **Certificate courses on Soft skills & life-skills introduced for students.**

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

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.basantidevicollege.edu.in/IQAC/minutes_&_action_taken_report_of_the_meetings.shtml#iqac_minutes_of_meeting
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	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

Basanti Devi College being exclusively a girls' college, is always very keen on providing safety and security of students and staff in the campus and takes necessary measures to raise awareness regarding gender equality. Some of the measures are-

- **For safety and security of students Surveillance cameras are installed in the premises at various locations to monitor the suspicious activities and ensure safety.**
- **The Internal Complaints Committee , the Anti Ragging Committee , the in-house professional counselor and faculty members counsel the students and take measures to enhance safety and security.**
- **Every year various Departments in collaboration with IQAC organizes Seminars, awareness programs on gender**

sensitization, laws relating to women's rights and women's wellness .

- Life Skills training like yoga, physical fitness, Self Defence, Mental well being and Soft skills training like Personality development, Functional English, Stress Management , career counseling for competitive exams are given.
- Every year International Women's Day is celebrated in the College.
- Eminent police personnel are invited to counsel, create awareness on cybercrimes, harassment and other safety issues.

File Description	Documents
Annual gender sensitization action plan	https://www.youtube.com/watch?v=MEvl2H0_9tY
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.basantidevicollege.edu.in/IQAC/documents.shtml#iqac_documents

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

C. Any 2 of the above

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

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

Waste recycling system

The right methods for waste disposal, purchase of environment friendly supplies, and an effective recycling process are some

of the practices ingrained into the system. Reduce, Reuse, Recycle is one of the best practices of the Institution. All the waste generated in the campus are taken care of as per norms.

Solid waste management:

To collect solid waste, separate dustbins are kept at different places in the premises of the institution. Regular solid waste is collected by the Kolkata Corporation every morning. The huge volumes of solid waste are managed with the help of Hulladeck, the state government recognized and registered agency that pick up the solid waste generated in the campus from time to time.

Liquid waste management:-

The liquid wastes generated in the chemistry laboratory are disposed off through proper channel. The well-maintained drainage system takes out the sewage into the big drains outside, thus ensuring no stagnation of liquid dirt whatsoever inside the campus.

E-waste management

E-waste corner has been set up inside the physics laboratory with the support of Hulladeck where the college e- wastes are collected from time to time.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

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

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

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

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	[View File](#)
Certificates of the awards received	[View File](#)
Any other relevant information	[View File](#)

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

A. Any 4 or all of the above

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

One important mission of Basanti Devi College is 'To provide quality education to girl students irrespective of caste, creed, religion and diverse socio-economic status.' Few scenarios that underscore this ideal are given below:

- The campus is free from all barriers of caste, community, colour, religion, and language which is evident from the diversity of the students.
- Students are admitted from various socio-economic backgrounds.
- The classes, auditorium, canteen, NCC, NSS & Sports Unit are indeed an eclectic mix of students from various strata of the society. However, their diverse socio- economic backgrounds do not stand in the way of their uniform sense of belongingness as a member of Basanti Devi college family.
- College provides free student ships to all economically needy students irrespective of their caste, creed, religion & social background.
- The Annual Cultural Competition, College Social, College magazine, Departmental magazine, Wall magazine provide an opportunity to bring out the talents of the students coming from diverse cultures & diverse socio-economic status.
- Students together celebrate national and international commemorative days, events and festivals along with faculty & non-academic staff.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	[View File](#)

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

Basanti Devi College takes initiatives in organizing various events and programs for molding the students and staff to become responsible citizens by sensitizing them to the constitutional obligations: values, rights, duties and responsibilities of the citizens.

Value education classes that are part of the curriculum teach the students the values for life, social values, human rights, duties, and responsibilities to the environment and society, and provide great opportunities for discussions on inclusive environments.

The college celebrates important occasions like National Youth Day, C Birth Anniversary of Netaji Subhas Chandra Bose, Calcutta University Foundation Day , Republic Day, International Mother Tongue Day, National Science Day , Rabindra Jayanti , World Environment Day , International Yoga Day, College Foundation Day , Death Anniversary of Rabindra Nath Tagore, Independence Day, Teachers' Day , NSS and NCC Day, Kargil Vijoy Diwas and many more to instill moral, social and ethical values in students and employees.

Seminars, Awareness programs, rallies, competitions and cultural activities are organized to sensitize the students on values, rights, duties, and responsibilities of citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.basantidevicollege.edu.in/IQAC/documents.shtml#iqac_documents
Any other relevant information	Nil

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

A. All of the above

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

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

The Institution celebrates National and International commemorative days, events, and festivals to inculcate inclusivity and communal harmony among the staff and students.

In the year 2022 -2023, more than 40 programs were conducted celebrating National and International commemorative days. Competitions, awareness programs, rallies, seminars, quiz, outreach programs are part of these celebrations. Some of the highlights are International Women's day, World Ozone day, National Unity Day, World Aids Day, National Pollution Control Day, National Voters Day, National Youth Day and National Science day.

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

7.2 - Best Practices

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

Best Practice 1:

Title: "Student Well-being Initiative for Academic Success"

Basanti Devi College prioritizes student well-being recognizing its impact on academic success. Initiatives include mental health awareness programs, soft skills training, counseling services, and fostering a supportive community. Success is evidenced by improved academic performance, higher education pursuits, and reduced dropout rates. Challenges include engaging B.Sc. students due to practical constraints.

Best Practice 2:

Title: "Sustainable Campus Initiative"

Basanti Devi College implements a comprehensive "Clean and Green Campus" program to foster environmental sustainability. Objectives include waste management, water conservation, energy efficiency, and creating a plastic-free environment. Success is demonstrated through awards, recognition, and the institution's commitment to sustainable development. Challenges include engaging faculty, staff, and students due to competing academic and administrative responsibilities.

File Description	Documents
Best practices in the Institutional website	https://www.basantidevicollege.edu.in/IQAC/best_practice.shtml#best_practice
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

Our college focuses keenly on the holistic development of young women and provides them with every opportunity and resource to facilitate their holistic development. Most of our students are from sub-urban region of greater Kolkata and primarily belong to the middle and lower-class families. Student centric activities are encourages which are as follows:-

INTELLECTUAL DEVELOPMENT

Our college implements university curriculum through well planned and effective teaching learning activities blended with all the initiatives to raise intellectual capabilities of the

students. Well qualified & dedicated faculty members uses new and innovative teaching techniques to provide quality education to students .Various departments are running Add-on/ Certificate /Value added programs, State/National/ International Level Seminars, Workshops & educational visits are organized for students. Scholarship and feeships are also provided to the needy and meritorious students.

.

PHYSICAL DEVELOPMENT

The college promotes physical activities among the students to cultivate many important skills such as physical fitness, team spirit, confidence, decision making, mental strength, etc. of the students.

SOCIAL DEVELOPMENT

The social skills are nurtured through various activities like Cultural activities, NSS, NCC, outreach programmes.

EMOTIONAL DEVELOPMENT

Emotional health of the students is given apt attention. Appropriate counseling is provided by the mentor-faculty to the students.

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

Basanti Devi College is affiliated with the University of Calcutta and it follows University prescribed curriculum. Different steps, that are followed by the college to ensures effective curriculum delivery, are: - 1) The Annual Academic Calendar is prepared according to the University Calendar prior to the commencement of the new academic session, specifying available dates for significant activities to ensure proper teaching -learning process and continuous evaluation process and it is displayed in the Students & Professors Notice Board & uploaded in the College Website. 2) A Master Routine is prepared before the commencement of each session/semester by the Routine Committee & distributed among the departments after Principal's approval. The Master Routine is also uploaded in the college Website for students. 3) Meeting is held in each department at the end of each Semester to discuss about the performance of the students, mentoring process, remedial classes, add-on courses, other departmental activities& Library services. The syllabus is also distributed among the teachers in the departmental meeting and classes allotted as per the timetable.4) Teachers of every department prepare a detailed month-wise teaching plan according to the syllabus prescribed by the affiliating University and upload it on the Learning Management System (LMS)

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.basantidevicollege.edu.in/class_routine.shtml#class_routine

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

The IQAC prepares an academic calendar based on the calendar of University of Calcutta prior to the commencement of new

academic session. It includes important timelines like commencement of classes, Internal Assessment, tutorial, Theory & Practical Examinations of the University, seminars/conferences/ workshops, activities of NSS, NCC, Career Counseling and Placement Cell and other academic activities for the session. Important Days which are celebrated / observed by the college are also included in the Calendar. The academic calendar is displayed in the Students & Professors Notice Board, published in College Prospectus & also uploaded in College Website. The syllabus & detail teaching plan of each department is uploaded in the college LMS, which the students can access. Monthly attendance reports are sought by the Principal from the Head of the Departments. The answer scripts of class tests are shown to the students and necessary suggestions(if any) are given by the faculty to individual students for their improvement in the University Examinations .On the basis of class response and performance in class tests, remedial classes are arranged for slow learners. The departments hold regular faculty meetings to ensure that Continuous Internal Evaluation is executed efficiently.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.basantidevicollege.edu.in/index.shtml/Academic%20Calendar

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

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

1.2 - Academic Flexibility

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

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

33

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

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

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

29

File Description	Documents
Any additional information	View File
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

684

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

1.3 - Curriculum Enrichment

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

Professional Ethics, Gender, Human Values and Environment and Sustainability are highly valued by the college since they are closely linked to its vision, mission and core values. The College offers two B.A. General & one Compulsory BA/B.SC Undergraduate Programs which addresses Gender, Environment and Sustainability, Human Values & Professional Ethics. Women's Studies – It is an Undergraduate BA General Subject which is offered with History & Sociology Honours. It consists of four Core Courses, namely, Women & Society(CC-1/GE-1-Sem-1),Feminist Theory & Movements(CC-2/GE-2-Sem-2),Gender Issues in India(CC-3/GE-3-Sem-3)& Women's Rights & Politics(CC-4/GE-4-Sem-4). Human Values & Professional Ethics- It is an Undergraduate BA General Subject which is offered with Political Science Honours. The subject consists of four Core Courses, namely--Introduction to Human Rights(CC-1/GE-1-Sem-1),Promotion of Human Rights & Humanitarian Law(CC-2/GE-2-Sem-2),Law & Specially Disadvantaged Section of Society in India(CC-3/GE-3-Sem-3),Emerging Dimensions of Human Rights &Evolution of the Concept of Human Rights & Duties in India(CC-4/GE-4-Sem-4). The students are exposed to different extension activities and team works where they learn the core of a Highly ethical professional life. Environmental Studies-it isCompulsory for BA/B.SC Undergraduate Course of Semester -2 (Ability Enhancement Compulsory Course , AECC-2) comprises of Eight Units. Unit-1-The Multidisciplinary Nature of Environmental Studies, Unit-2-Renewable & non-renewable

File Description	Documents
Any additional information	View File
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

6

File Description	Documents
Any additional information	View File
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

473

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** | A. All of the above |

syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://www.basantidevicollege.edu.in/Feedback/curriculum.shtml#curriculum
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.basantidevicollege.edu.in/Feedback/curriculum.shtml#curriculum

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

434

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

of supernumerary seats)

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

379

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

2.2 - Catering to Student Diversity

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

The college carries out separate assessment process to identify the learning levels of the students which are as follows:- 1. All departments conducts class test (20 marks) on basic concepts of the respective discipline for Semester-1 students within one month from the commencement of the classes. 2.On the basis of the class test scores, the students are identified as advanced, average and slow learners. Criteria (based on percentage scores) in the test(Honours);- 0-39 – Slow learners 40-59 – Average 60-69 – Above average (Very good) 70 and Above – Excellent Advanced-Top 5% among the excellent Criteria (based on percentage scores) in the test(General);- 0-29 – Slow learners 30-49 – Average 50-59– Above average (Very good) 60 and Above – ExcellentAdvanced- Top 5% among the Excellent Slow Learners: 1. Remedial classes to the Honours students who scored below 40% and General Students who scored below 30% in their class tests. 2. Self-learning materials provided 3. Home assignments & group assignments. 1. Encourage and motivate to take active part in different academic & co-curricular activities. AdvancedLearners1.Digitallibraryfacilityforindependentstudy. 2. Encouraged to present papers in seminars and actively participate in various Competitions, Debate etc.

File Description	Documents
Paste link for additional information	http://www.basantidevicollege.edu.in/IQAC/policy/20221223_Slow_&_Advanced_Learners.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1211	71

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

In order to provide a comprehensive learning experience to the students, different teaching strategies have been deployed by the teachers inside as well as outside the classrooms. The following methods and techniques have proved very fruitful to enhance the knowledge and life skills of the students:

Experiential Learning Methods :

1. **The Language lab and the interactive panel are used by students to develop their LSRW skills, public speaking, communication and linguistics skills.**
2. **Laboratory teaching and demonstrations through practical help students to understand various scientific processes.**

3. Students undertake Internship programmes in various industries and institutions. At the end of the training programme, they share their learning experiences in the classes with their peer groups.

Participative Learning Methods

1. Students undergo practical training through Workshops and Hands-on-training programmes organized by the departments.

1. Quiz competitions are introduced in classrooms to enhance students' knowledge and make learning experience entertaining and memorable.

1. Teachers conduct group discussions to inculcate team spirit and co-operative learning environment among students.

Problem-Solving Methods: Individual or Group Project Work undertaken by UG students help them to develop team spirit, leadership qualities, research interests and Problem-solving skills.

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

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

ICT tools and resources are effective alternatives to the traditional black board and lecture methods of teaching and learning. In order to enhance students' participation, involvement and understanding, and to keep pace with the indispensability of technological advancements in education, teachers keep upgrading themselves regularly in the use of innovative and effective ICT strategies for both online and offline teaching.

The following ICT tools are used by teachers:

ØLCD projectors (Portable and fixed) with Wi-Fi connectivity help in screening PPT and Video documentaries for understanding of the students.

ØPrinters and scanners are often used to prepare course

materials and handouts and record students' details

ØFor the preparation of PPTs and other study components, teachers use computers and laptops.

ØLicensed softwares and freewares are used. Course specific ICT tools like (SPSS, Tally) and other freely available tools are used.

ICT Resources used

ØCollege library holds subscriptions for INFLIBNET- NLIST, Delnet, NDLI, NPTEL and E- books and E-journals which serves as reservoirs of information

Licensed and Open source Softwares like Oracle, Rasmol, Fasta, Tally, MATLAB, PYTHON, LATEX, Turbo C Editor, Live SQL, EMBL, DDBJ, PDB, SWISS PROT, PIR, CATH, CHOU etc used to present practical a., are nd theorical concepts.

Students are encouraged to enroll in web-based courses in the Massive Open Online Courses (MOOC) provided by the M.H.R.D

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

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

2.3.3.1 - Number of mentors

55

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

38

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

5

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

846

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.

The Semester –wise choice based credit system (CBCS) for UG &PG Program was introduced by the University of Calcutta from 2018-19 academic sessions. The college is affiliated to University of Calcutta and it follows the same. In each semester students have to appear in the internal assessments conducted by the respective Departments of the college itself. No student is allowed to appear in the final examinations without appearing in the internal examinations. The Internal assessment comprises of 20% of the full marks of each course. In case of a 100 marks full paper in any subject/course, the Internal Assessment is based on class attendance of 10 marks and Internal Examination of 10 marks. The mode of Internal Examinations are MCQ/Objective type Question or as per recommendations of the respective BOS. Every month students are informed about their percentage of class attendance in each paper/course & they are allowed to see their internal examination answer sheet after evaluation. Examiners are encouraged to show part- marking & write comments where necessary in the answer sheet so that students can understand the rationale behind the marks given by the examiner. In addition to internal assessment every courses have a Practical/ Tutorial component of 15 marks. Tutorial consists of Project, Assignment, Paper Presentation with PPT, Viva etc.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.basantidevicollege.edu.in/Examination/Examination_Notice.shtml#exam notice

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

The Internal assessment comprises of 20% of the full marks of each course. In case of a 100 marks full paper in any subject/course, theInternal Assessment is based on class attendance of 10 marks and Internal Examination of 10 marks. Every month students are informed about their percentage of class attendance in each paper/course & they are also allowed to see their internal examination answer sheet after evaluation. Examiners are encouraged to show part-marking & write comments where necessary in the answer sheet so that students can understand the rationale behind the marks given by the examiner. If any student have any grievances regarding internal examination question paper or marks she immediately informs (verbally or written) the HOD of that particular subject for clarification or re- view of the answer sheet. The HOD immediately verify internal examination question paper(if any error occurs) & tries to provide error-free question papers and also verify /scrutinize each marks before uploading the marks in the University Portal within the stipulated schedule of the University. The hard copy of the same duly signed by respective examiners, HODs & Principal is submitted to the University Result (Major) & Computer Cell-1 section. All documents related to Internal assessment are preserved by the college.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.basantidevicollege.edu.in/Examination/Examination_Notice.shtml#exam notice

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.

Curriculum offered in the college is prescribed by the University of Calcutta. In strict compliance with the guidelines given by the University, the objectives of Program Outcomes (POs) and Course Outcomes (COs) are framed by the department offering the concerned program after rigorous consultation with all faculty and the stakeholders. During the students induction program POs, COs are discussed. The Outcome-Based Education (OBE) syllabus highlighting 8 to12 Programme Outcomes (PO) based on the Graduation Attributes (GA) & 4 to 5 Course Outcomes (CO) for each Course is displayed in the College website and it can be accessed by all the stakeholders namely Faculty, Students, Industry and Alumni.

Communicating the POs and COs to the teachers:

- The teachers are oriented about the CBCS &OBE System by the Convener, Academic sub-Committee &the IQAC and the landmark of attainment of outcomes is set by the Institution through their Programmes and Workshops.

Communication to the Students:

- The course teachers introduce the different units in the syllabus co-relating them to the COs, and the mapping of POs and COs to the students while beginning the course.
- Discussion is conducted on the significance of individual chapters and topics and the overall relevance of the papers catering to the modern needs. Students relate to the teaching methods and involve themselves in classroom activities to acquire better learning experience and life-skills.
- The syllabus displayed in the college website with the POs and COs also enables a student to have an overview of the course contents.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	**Nil**
Upload COs for all Programmes (exemplars from Glossary)	[View File](#)

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

Attainment of Programme outcomes and course outcomes are evaluated by the institution directly & indirectly through students' performance in University final Semester –end Examinations (Internal assessment, Tutorial, Theory & Practical Marks)& Exit feedback of students. Marks distribution of University Examinations for Labbased and Non-Lab based Courses are1. For Lab –based Program(F.M.-100 per Paper/Course)— i) 50 marks- Theoretical Course+30 marks Practical Course +20 marks Internal Assessment (Internal Examinations-10 marks + Class Attendance-10 marks). 2) For Non-Lab based Program(F.M.-100 per Paper/Course)— i) 65 marks Theoretical Course +15 marks Tutorial Course +20 marks Internal Assessment (Internal Examinations-10 marks + Class Attendance-10 marks). ii) 80 marks Theoretical Course +20 marks Internal Assessment (Internal Examinations-10 marks + Class Attendance-10 marks). The marks for attendance of a student in each Course are- % of attendance Marks to be awarded Less than 60% 0 60% to less than 75% 6 75% to less than 90% 8 90% and above 10 Attainment levels: For University Exams CGPA* Letter Grade Remarks 9.000--10.000 A++ Outstanding(O) 8.000--8.999 A+ Excellent(E) 7.000--7.999 A Very Good(VG) 6.000--6.999B+Good(G)5.000--5.999BAverage(A)4.000—4.999C+ Fair(Fa)3.000---3.999C,Satisfactory(S)0.000—2.000FFail(F) *Cumulative Grade Point Average

File Description	Documents
Upload any additional information	[View File](#)
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

309

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)

http://www.basantidevicollege.edu.in/Feedback/student_satisfaction_surveys/20231207_Student_Satisfaction_Survey_Report_2022_23.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

15

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)	**No File Uploaded**

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

2

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

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

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

0

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

3.2 - Innovation Ecosystem

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

The college plays an encouraging role in creating an ecosystem for innovation, creation and transfer of knowledge through its Incubation & Entrepreneurship Cell (IEC). The mission of the cell is to develop an institutional mechanism to encourage, inspire & nurture the innovative ideas of young students and transform them into working models and start-ups.By organizing students' seminars, workshops, Special Lectures, webinars, Awareness Programmes etc. the college upholds the tradition of oral transmission of information from one generation to the next to ensure their continuity. Faculty Enrichment programmes, faculty exchange programmes, cultural events, collaborative academic endeavors help the college to propagate ancient Indian culture and heritage.

Outcome:

1. A Paper Recycling Unit (Unit-1) has been set up in the college in the year 2022 under IEC for students & staff members with the objectives of providing hands on training on waste Paper recycling &creation of new paper products.
2. The Cell also introduced two other units for students on Art & Crafts (Unit-2) & Jewelry- Making (Unit-3) in collaboration with Fevicryl.
3. Students created paper files, pen stands, paper bags, Book Mark &Envelopes from the recycle papers for Exhibition cum sell.
4. Students created different kinds of innovative jewelries for Exhibition cum sale

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

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

9

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

1

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	[View File](#)

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

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

15

File Description	Documents
Any additional information	[View File](#)
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

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

3.3.3.1 - Total number of books and chapters in edited volumes/books published and

papers in national/ international conference proceedings year wise during year

4

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Basanti Devi College ever since its inception has relentlessly strived towards its mission statement of transforming students into a sensitive and responsible youth force who have social commitments towards the larger section of the society. Some of the approaches followed by the institution to sensitize students to social issues for their holistic development areSocial welfare activities of the institution are organized through the National Service Scheme (NSS)& National Cadet Corps (NCC). The College has one unit each of NSS headed by one Teacher-Programme Officer and NCC headed by one Lieutenant Officer. Benefits of NSS/NCC are communicated to the students during Orientation of the 1st Semester students..NSS volunteers coordinate community service initiatives in neighbourhood community housed by the underprivileged population and take up clean-up drives, anti-drug campaigns, breathing excercises and yoga for biggiinars,literacy drive, health check-up, dengue awareness rallies, tree plantation etcin association with NCC unit of the college and other organizations.

Outcome:

1. Community service enables them to comprehend the value of giving back to society and cultivate compassion for those in need.

2. students of different departments gain knowledge of societal problems and engage with the community to spread awareness

File Description	Documents
Paste link for additional information	https://www.basantidevicollege.edu.in/NSS/NCC_Report.shtml#NSS
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

8

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

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

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

53

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

100

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

34

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

21

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.

Ever since its establishment, Basanti Devi College has augmented its infrastructure continuously over the years in accordance with its academic growth. The College ensures that the teaching-learning process is maintained at an optimal level by providing adequate infrastructural arrangements. The College achieved several milestones with continuous financial support from the Department of Higher Education and National schemes such as Rashtriya Uchchatar Shiksha Abhiyan (RUSA 2.0). Some of the facilities provided by the college for teaching-learning are as follows:-

- **The college has 28 spacious and well-ventilated classrooms with adequate infrastructure befitting smooth teaching-learning process.**
- **All five laboratories of the College (Physics, Chemistry, Numerical, Psychology & Phonetics) have advanced tools, instruments and equipment with the latest software.**
- **In Phonetics Lab, with the help of online recourses, students practice their language skills through listening, speaking, reading, and writing exercises.**
- **All the Departments are provided with computer and internet facilities & all the Seminar Rooms have LCD facilities. The campus is also Wi-Fi enabled for everyone. Students are trained to give Seminar presentations through PPT.**
- **The College has provided LCD projectors (Portable and fixed), printers with scanning and Xerox facilities.**

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

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

Basanti Devi College provides adequate facilities for cultural activities, sports, games (indoor, outdoor), yoga centre etc for holistic development of the students.

Cultural Activities

- There is a positive environment for Cultural activities in the college. The cultural Committee members (with representation from the teachers, students, alumni & non-teaching members) conduct various cultural events throughout the year.
- Some of the cultural activities which are organized every year are- College Annual Social, Annual Cultural competition, Celebration of College Foundation Day, Birth Anniversary of Basanti Devi, Celebration of Calcutta University Foundation Day, Rabindra Jayani , Rabindranath Tagore's death Anniversery , International Women's Day, International Mother Language Day, Saraswati Puja Celebration etc

The following amenities enable the smooth conduct of cultural activities:

i)Air-Conditioned Auditorium with a seating capacity of 150 members, with LCD screen, overhead projectors, speakers & microphones ii) Open air stage

Sports & Yoga Centre

- A MoU is signed between the college and Adventure & Mountain Lovers Association (AMLA) for training Programmes on Yoga, Physical Fitness & Rock climbing .
- Some of the activities related to sports are- inter college tournament like Kabbadi, Athletic, Kho-Kho,

- Badminton, annual college sports, Rock climbing Camp, Yoga Training Program, Self Defense Training program, Aerobic & Physical Fitness etc.
- Apart from offering a certificate course on Yoga, interested students can practice Yoga under the guidance of trainer.

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

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

15

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

73.97

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

4.2 - Library as a Learning Resource

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

The library is fully automated with Integrated Library Management Software KOHA. The circulation process has been fully automated since the year 2017. The library has computerized catalogue OPAC for online catalogue search. Since 2019 library has provided remote search facility through WEBOPAC..

All the books as well as library membership cards were tagged with barcodes to ensure seamless automated circulation through barcode scanners.

Library OPAC and online library services are accessible through the college website. Maintenance of the KOHA software is provided by the Listed Service Provider of KOHA through AMC (Annual Maintenance Contract).

The entire library premise is under CCTV surveillance as library provides open access. Computers in the Digital library area and housekeeping area, CCCTV system and other machines in the library are maintained by centralized agencies.

The Librarian organizes Library Orientation Programme (online and physical) at the beginning of the academic sessions to made students aware of all the services and facilities provided by the library.

- **Name of ILMS software KOHA**

- **Nature of automation (fully or partially) Fully**

- **Version 21.05.13.000**

- **Year of Automation 2017**

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

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

File Description	Documents
Upload any additional information	[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)

3.58

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

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

38

File Description	Documents
Any additional information	<u>View File</u>
Details of library usage by teachers and students	<u>View File</u>

4.3 - IT Infrastructure

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

Basanti Devi College has updated its IT infrastructure facilities with time and need. From the year 2012 onwards there has been a significant change in this regard. A year wise report(2013-2021) on IT facility up gradation is placed below: Year : 2017: One separate Broadband Connection provided to the College Library for Automation & remote library database sharing. ISP : Airtel, Speed : 8 Mbps, Data : 20 GB / month in High Speed (Beyond that Unlimited @ 512Kbps). In November 2017, the plan of the Broadband Connection of Library upgraded from 8 Mbps to 24 Mbps. Purchase of Desktops, Purchase of Printers/ scanners/ modems etc. Year: 2018: Jio Fi Campus Connectivity introduced, new Smart Classroom introduced, Two ICT enabled classroom introduced Year: 2019: New computers purchased for library and academic purposes. AMC for computers done with Supertron Pvt Ltd. Year : 2020 : Two new printers purchased Year : 2021 : 3 laptops purchased for academic & administrative purposes, Year 2022 : 6 new computers procured for Computer Laboratory & Network resource Center , YEAR: 2023 : Upgradation of

Internet, Optical FIberconnection of 300 MBPS. 8 classrooms are converted into ICT enabledclassroom with Projector and audio visual setup.

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

4.3.2 - Number of Computers

88

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	[View File](#)

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

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

7.23

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

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

The college has an established system for maintenance and utilization of Building, Classrooms, Furniture, Laboratories, Library, Computers, Medical Unit, Sports Unit, Canteen, Safe –drinking Water, College Garden etc. The responsibility of the use of the entire infrastructure of the college campus is invested with the respective staff, students & other stakeholders. The college upgrades & maintain infrastructure in accordance with its academic growth. The college has an active Planning Body which comprises of Building Committee, Planning Board Committee, Purchase Committee, Library Advisory Committee ,Academic sub-committee, Admission Committee, Routine Committee, College Prospectus committee, College Magazine Committee, Cultural Committee, Sports Committee, Examination Committee, Canteen Committee, Medical Service Committee etc constantly monitors and evaluates the status of the college.1.Maintenance of Physical Facilities Maintenance of the college building and equipments like generator, general lighting, power distribution system, solar panels etc is looked after by the Building committee. All work is done through web tender& E-tender system as per standard norms. 2. Maintenance of Classrooms , Laboratories & ICT facilities The cleaning of the classrooms and the laboratories are done by supporting staff & supervised by the Students & Head of the respective Department. Different laboratory instruments, machines, Smart Class Rooms, Numerical Laboratory, Language Laboratory, UGC Network Resource Center and the related systems are maintained with Annual Maintenance Contracts (AMC).

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

567

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

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

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

211

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	A. All of the above

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

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

670

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

210

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

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

12

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

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

5.2.2.1 - Number of outgoing student progression to higher education

142

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

1

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

5.3 - Student Participation and Activities

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

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

0

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

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' Representative (SR) is an indispensible part of Academic and Administrative bodies/committees of the institution such as the Governing Body, IQAC, and Alumni Association of the college. One representative each is elected as Class Representative (CR) from the B.A./B.Sc undergraduate Honours programmes. The Students' Representative to the Governing Body is selected as per college norms, out of two class representatives, one each from the current batch of B.A. and B.Sc final year Honours students. The students propose the names of the representatives from their respective classes. The students' representative is finally elected by the students in the presence of one Teachers' Representative to the governing body, the IQAC Co-ordinator and the Convenor of the Academic Sub-committee. The SR addresses and represents students' views and grievances, and as a spokesperson, conveys these to the concerned authorities for discussion and amicable resolution. The Students' Representative provides valuable informal feedback regarding curriculum, teaching learning and evaluation process. She oversees the ready availability of teaching aids in class rooms suchas chalk, duster, maps, and laser pointers.

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

34

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

CHIRANTANI (Reg. No: 5/ 2L/63605) is an officially registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services. It is an active body which holds meetings and organizes programs round the year. Chirantani gives award prizes and medals to two students who secure highest marks in Part III University Examination every year (Arts and Science dept.). Members of the Association extend their helping hand to present students .They actively participate in different meetings related to betterment of the college. The members of the alumni association provide regular feedback on University Curriculum & overall performance of the college.

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The Governing Body of the college is the apex body with regard to the academic, administrative and financial decisions. The body comprises of President, Principal, State Government-Nominee, University Nominee, Teacher Representatives, Non Teaching Representative & Student Representative. Decisions regarding academic, administrative and financial aspects, policies of the institution are debated and approved during the Governing Body meeting in accordance with the vision and mission of the institution. The Principal as the Head of the Institution along with the IQAC, Conveners of various committees/cells implement the decisions and policies of the management. The Heads of various Departments lead, manage and execute the activities of the department to achieve the highest possible standards. The Faculty members regularly monitors the overall development of the students.

Moreover, under the guidance and leadership of IQAC, all Faculty members actively participate in designing and implementing the strategic action plans, as well as maintain an eco-friendly green and clean college campus.

File Description	Documents
Paste link for additional information	https://www.basantidevicollege.edu.in/About/Vision_Mission.shtml
Upload any additional information	View File

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

The College encourages and follows the culture of decentralization and participative management by involving all staff members in a number of administrative roles. · The decision making apex body at the College level is the Governing Body (GB) . The GB has representatives from various stakeholders such as Government, University, society, teaching staff, administrative staff and the students. · The participative management is achieved by decentralization from GB President through Principal, Coordinator IQAC, Heads of

the Departments, teaching faculty and administrative staff. ·
Before the commencement of every academic year various
academic and administrative committees are formed by the
Principal as per the recommendations of IQAC. Some committees
are statutory and the rest are formed for good governance.
The regular activities of the college are carried out through
various committees like admission, academic, routine,
examination, finance; purchase, library, student's aid-fund
etc.

Teachers, as one of the important stakeholders, are
represented in various administrative and academic
committees. The roles and responsibilities of the committee
members are well defined. The committee meets frequently and
makes major decisions. The participatory role of faculty
members is crucial in enhancing the professional competency
and social responsibility of young women students, which
reflects the vision and mission of the college.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC, under the guidance of the Principal, framed the
strategy objectives to be attended considering the Vision and
Mission of the college, SWOC analysis, stakeholders
expectations and NAAC 3rd Cycle Peer Team recommendations.
Some of the strategy plans along with the deployment in the
academic session 2022-2023 are given below-

Plan of Action

1. To introduce more subjects related to add on/ Certificate/
value-added programmes for students to give them additional
exposure beyond the University curriculum

2.To develop entrepreneurship skills among students

3.To frame policies by the IQAC for smooth running of
academic & administrative processes after comprehensive

assessment of the existing one

Outcomes:

1. 19 new subject related Add on Programmes introduced by various departments for students to give them additional exposure beyond the University curriculum & 12Certificate Programmes offered to the students for their capacity building & skill enhancement.

2.Incubation center has been set up with the objective to develop entrepreneurship skills amongst the students by means of their own innovative creations and products.

3.The IQAC finalized 11 Policies for academic and administrative processes after Governing Body's approval and achieved quality outcomes through its well-framed policies.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	Nil
Upload any additional information	[View File](#)

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

Policies:

The IQAC finalized 11 Policies for academic and administrative processes after Governing Body's approval and achieved quality outcomes through its well-framed policies.

Administrative-Setup

The leadership of the institution follows a participative management model through a structured organisational mechanism. The Governing Body(GB) is the apex body with regard to the academic, administrative and financial decisions. The Principal acts as an executive head . The GB has representatives from various stakeholders such as Government, University, society, teaching staff,

administrative staff and the students. The College Teachers 'council and IQAC gives advices to the Governing Body.

Finance-Administration

Bursar is responsible for various financial affairs. The Infrastructure and Planning Committee monitors the allocation of funds. The Project monitoring Committee supervises construction works. The internal audit committee makes the internal audit annually

Office-administration

Head Clerk is the head of the office. Accountant, Senior-Clerks, Administrative Assistant, Clerks, Office-Attendants and Supporting-staffs discharge various administrative duties.

Appointments & Promotion

The procedure of all appointments and service rules is maintained as per norms of the Higher Education Department, Govt. of West Bengal. Thirty Two State Aided College Teachers were appointed in the session 2019-2020.Promotion are based on API scores prescribed under Career-Advancement Scheme(CAS) by the UGC.

Policy Documents

Institution has well-formulated policies on various academic & administrative matters.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://www.basantidevicollege.edu.in/About/Organogram.shtml#organogram
Upload any additional information	View File

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

and Support Examination

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

6.3 - Faculty Empowerment Strategies

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

Welfare measures for faculty members encompass provisions such as Leave On-Duty for professional development activities, adherence to government norms for various types of leave including Maternity and Child Care Leave, enrollment in health schemes, and retirement benefits like Pension and Provident Fund. Financial support through Group Insurance and Provident Fund Loan Facility ensures security, while interest-free ad hoc payments aid newly appointed faculty members. Additionally, financial assistance for workshops and conferences promotes continuous learning. For non-teaching staff, provisions include leave entitlements, Maternity and Child Care Leave, access to festival advances, and similar financial support for new appointments. These measures collectively create a supportive environment, fostering professional growth and well-being for both faculty and staff.

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

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

6.3.2.1 - Number of teachers provided with financial support to attend

conferences/workshops and towards membership fee of professional bodies during the year

0

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

10

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

1

File Description	Documents
IQAC report summary	[View File](#)
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	[View File](#)
Upload any additional information	[View File](#)
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

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

Basanti Devi College has Performance Appraisal System for both teaching and non-teaching staff. It was introduced in order to judge and evaluate the performance of the staff in regular academic and administrative activities of the institution. Some of the performance appraisal measures taken by the college are as follows:

- ○ **Teachers' appraisal is based on two approaches - Career Advancement Scheme (CAS) & 360-DegreeTeachers' Performance Appraisal.**

- ○ **360-DegreeTeachers' Performance Appraisal is sought through Self-appraisal, students' online feedback, Senior & Junior Teacher's assessment & principal's appraisal.**
- ○ **Non-Teaching staff members' performance is evaluated through self-appraisal &Principal's appraisal.**
- ○ **Biometric attendance and attendance register of all staff is maintained which is regularly examined by the Principal. Service Book is maintained for all staff against substantive posts.**

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

6.4 - Financial Management and Resource Mobilization

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

The College regularly conducts Internal and External audits for each financial year. The Internal Auditor is approved by the Governing Body and the Audit is carried out with the assistance of the Account Section under the guidance of the Bursar, Accountant and Head Clerk. The internal Audit has been completed from the financial year 2018-10 to 2022-23. The External/Statutory Auditor is appointed by the Department of Higher Education, Government of West Bengal.

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

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

As far as the mobilization of funds and its optimal utilization are concerned, the key sources of funds are the

student's admission fees, development fees, laboratory fees, library fees, magazine fees, Wi-Fi fees, and welfare charges collected at the time of admission and tuition fees and examination fees collected during the academic year. A substantial amount of fund is collected through the selling of admission forms amongst aspiring UG and PG students. The college has been awarded a RUSA grant of Rs. 2 crores.

A part of the funds received is used for enhancement and maintenance of the library, procurement of new equipment for laboratories, maintenance of the existing devices and instruments, expenditure on capital assets such as electrical installation, furniture, and office equipment, repair and renovation of existing classrooms and buildings etc. Fund has been allocated for the purchase of sports equipment as well. A substantial portion of the fees collected from the applicants seeking admission has been utilized for the welfare of the students in terms of concession of tuition fees for economically backward and marginal students

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

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell (IQAC) has played a significant role in institutionalizing quality assurance strategies and processes, focusing on core areas such as Curricular aspects, teaching-learning& Evaluation, research, Innovations & Extension, capacity building, and overall quality enhancement. Some of the significant contribution of the IQAC for Institutionalizing the quality assurance strategies and processes-

- Automation of academic governance by installing Learnaing Management System(LMS).
- Preparing Academic Calendar and ensuring efficiency of teaching-Learning and evaluation process.
- Designed and Introduced subject related Add-on Courses and many other Certificate programmes for students for

their capacity building & skill enhancement.

- Workshop on Outcome Based Education & Bloom's Taxonomy and training in Mapping & Attainment of Program & Course Outcomes organized for teachers.
- Internal Academic and Administrative Audit, Audit of Purchase of Books & Journals & Internal Financial Audits conducted & report prepared.
- Major Clean & Green campus Initiatives of the college including Policy document on Green Campus framed.
- Conducted Gender audit & Energy Audit .
- Soft skill training like Functional English, Personality Development, skill of Adjustment, Empathy &Emotional Intelligence, career counseling, stress management organized for students.
- Life-skills training like Yoga, Aerobics , Physical fitness , Self Defense & health & hygiene were conducted for students.

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

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

The initiatives with respect to institutional reviews of teaching learning process by the IQAC are-

The teaching learning process of the college is continuously reviewed by Internal Quality Assurance Cell .In each semester review meeting on Teaching- Learning & Evaluation Process with Students &Head of the Department is conducted by the IQAC (Principal as Chair person) to know about the syllabus covered in the class, whether classes are held as per Class Routine, Punctuality of Teachers & Students in class, any problem with teaching-learning & evaluation process, Performance of students in internal & external examinations , availability of library service, Suggestions / observation from student etc.

- Every academic year IQAC collected data from students on online student satisfaction survey regarding

teaching-learning process . After analysis of data the report is prepared and placed before the Principal(Chairperson, IQAC) in the IQAC meeting for Governing Body's approval . Following are the measures taken to augment the teaching learning process-

- To introduce Learning Management System introduced for students & teachers to improve the Teaching-Learning process.
- Certificate courses on Soft skills & life-skills introduced for students.

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

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

File Description	Documents
Paste web link of Annual reports of Institution	[http://www.basantidevicollege.edu.in/IQAC/minutes & action taken report of the _meetings.shtml#iqac_minutes_of_meeting]()
Upload e-copies of the accreditations and certifications	[View File]()
Upload any additional information	[View File]()
Upload details of Quality assurance initiatives of the institution (Data Template)	**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

Basanti Devi College being exclusively a girls' college, is always very keen on providing safety and security of students and staff in the campus and takes necessary measures to raise awareness regarding gender equality. Some of the measures are-

- For safety and security of students Surveillance cameras are installed in the premises at various locations to monitor the suspicious activities and ensure safety.
- The Internal Complaints Committee , the Anti Ragging Committee , the in-house professional counselor and faculty members counsel the students and take measures to enhance safety and security.
- Every year various Departments in collaboration with IQAC organizes Seminars, awareness programs on gender sensitization, laws relating to women's rights and women's wellness .
- Life Skills training like yoga, physical fitness, Self Defence, Mental well being and Soft skills training like Personality development, Functional English, Stress Management , career counseling for competitive exams are given.
- Every year International Women's Day is celebrated in the College.
- Eminent police personnel are invited to counsel, create awareness on cybercrimes, harassment and other safety issues.

File Description	Documents
Annual gender sensitization action plan	https://www.youtube.com/watch?v=MEvl2H0_9tY
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.basantidevicollege.edu.in/IQAC/documents.shtml#iqac_documents

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

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

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

Waste recycling system

The right methods for waste disposal, purchase of environment friendly supplies, and an effective recycling process are some of the practices ingrained into the system. Reduce, Reuse, Recycle is one of the best practices of the Institution. All the waste generated in the campus are taken care of as per norms.

Solid waste management:

To collect solid waste, separate dustbins are kept at different places in the premises of the institution. Regular solid waste is collected by the Kolkata Corporation every

morning. The huge volumes of solid waste are managed with the help of Hulladeck, the state government recognized and registered agency that pick up the solid waste generated in the campus from time to time.

Liquid waste management:-

The liquid wastes generated in the chemistry laboratory are disposed off through proper channel. The well-maintained drainage system takes out the sewage into the big drains outside, thus ensuring no stagnation of liquid dirt whatsoever inside the campus.

E-waste management

E-waste corner has been set up inside the physics laboratory with the support of Hulladeck where the college e- wastes are collected from time to time.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

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

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

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path,	**A. Any 4 or all of the above**

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

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

One important mission of Basanti Devi College is 'To provide quality education to girl students irrespective of caste, creed, religion and diverse socio-economic status.' Few scenarios that underscore this ideal are given below:

- **The campus is free from all barriers of caste, community, colour, religion, and language which is evident from the diversity of the students.**
- **Students are admitted from various socio-economic backgrounds.**
- **The classes, auditorium, canteen, NCC, NSS & Sports Unit are indeed an eclectic mix of students from various strata of the society. However, their diverse socio- economic backgrounds do not stand in the way of their uniform sense of belongingness as a member of Basanti Devi college family.**
- **College provides free student ships to all economically needy students irrespective of their caste, creed, religion & social background.**

- **The Annual Cultural Competition, College Social, College magazine, Departmental magazine, Wall magazine provide an opportunity to bring out the talents of the students coming from diverse cultures & diverse socio-economic status.**
- **Students together celebrate national and international commemorative days, events and festivals along with faculty & non-academic staff.**

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	[View File](#)

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

Basanti Devi College takes initiatives in organizing various events and programs for molding the students and staff to become responsible citizens by sensitizing them to the constitutional obligations: values, rights, duties and responsibilities of the citizens.

Value education classes that are part of the curriculum teach the students the values for life, social values, human rights, duties, and responsibilities to the environment and society, and provide great opportunities for discussions on inclusive environments.

The college celebrates important occasions like National Youth Day, C Birth Anniversary of Netaji Subhas Chandra Bose, Calcutta University Foundation Day , Republic Day, International Mother Tongue Day, National Science Day , Rabindra Jayanti , World Environment Day , International Yoga Day, College Foundation Day , Death Anniversary of Rabindra Nath Tagore, Independence Day, Teachers' Day , NSS and NCC Day, Kargil Vijoy Diwas and many more to instill moral, social and ethical values in students and employees.

Seminars, Awareness programs, rallies, competitions and cultural activities are organized to sensitize the students on values, rights, duties, and responsibilities of citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.basantidevicollege.edu.in/IQAC/documents.shtml#iqac_documents
Any other relevant information	**Nil**

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

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

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

The Institution celebrates National and International commemorative days, events, and festivals to inculcate inclusivity and communal harmony among the staff and students.

In the year 2022 -2023, more than 40 programs were conducted

celebrating National and International commemorative days. Competitions, awareness programs, rallies, seminars, quiz, outreach programs are part of these celebrations. Some of the highlights are International Women's day, World Ozone day, National Unity Day, World Aids Day, National Pollution Control Day, National Voters Day, National Youth Day and National Science day.

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

7.2 - Best Practices

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

Best Practice 1:

Title: "Student Well-being Initiative for Academic Success"

Basanti Devi College prioritizes student well-being recognizing its impact on academic success. Initiatives include mental health awareness programs, soft skills training, counseling services, and fostering a supportive community. Success is evidenced by improved academic performance, higher education pursuits, and reduced dropout rates. Challenges include engaging B.Sc. students due to practical constraints.

Best Practice 2:

Title: "Sustainable Campus Initiative"

Basanti Devi College implements a comprehensive "Clean and Green Campus" program to foster environmental sustainability. Objectives include waste management, water conservation, energy efficiency, and creating a plastic-free environment. Success is demonstrated through awards, recognition, and the institution's commitment to sustainable development.

Challenges include engaging faculty, staff, and students due to competing academic and administrative responsibilities.

File Description	Documents
Best practices in the Institutional website	https://www.basantidevicollege.edu.in/IQAC/best_practice.shtml#best_practice
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

Our college focuses keenly on the holistic development of young women and provides them with every opportunity and resource to facilitate their holistic development. Most of our students are from sub-urban region of greater Kolkata and primarily belong to the middle and lower-class families. Student centric activities are encourages which are as follows:-

INTELLECTUAL DEVELOPMENT

Our college implements university curriculum through well planned and effective teaching learning activities blended with all the initiatives to raise intellectual capabilities of the students. Well qualified & dedicated faculty members uses new and innovative teaching techniques to provide quality education to students .Various departments are running Add-on/ Certificate /Value added programs, State/National/ International Level Seminars, Workshops & educational visits are organized for students. Scholarship and feeships are also provided to the needy and meritorious students.

.

PHYSICAL DEVELOPMENT

The college promotes physical activities among the students to cultivate many important skills such as physical fitness, team spirit, confidence, decision making, mental strength, etc. of the students.

SOCIAL DEVELOPMENT

The social skills are nurtured through various activities like Cultural activities, NSS, NCC, outreach programmes.

EMOTIONAL DEVELOPMENT

Emotional health of the students is given apt attention. Appropriate counseling is provided by the mentor-faculty to the students.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

- **Certificate & Value Added Courses focusing on Indian Knowledge System (IKS) to facilitate a multi disciplinary approach.**
- **Training & Awareness program to develop Entrepreneurship skills**
- **More Internship opportunities may be arranged for students.**
- **Opportunities to availing research grants from Government/ Non-Government Funding agencies may be seriously explored.**
- **Continue Green Initiatives.**
- **Review the existing Best Practices.**
- **Alignment of Plans and Programmes with NEP 2020.**