



YEARLY STATUS REPORT - 2020-2021

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	iqac@basantidevicollege.edu.in	
◆ Address	147B Rash Behari 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.	9830475165																								
◆ Mobile	9830475165																								
◆ IQAC e-mail address	aditi.sarkar1963@gmail.com																								
◆ Alternate Email address	aditi.sarkar1963@yahoo.in																								
3. Website address (Web link of the AQAR (Previous Academic Year))	http://www.basantidevicollege.edu.in/IQAC/aqar.shtml#iqac_aqar																								
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.shtml#iqac_academic_calendar																								
5. Accreditation Details																									
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B++</td> <td>80.25</td> <td>2004</td> <td>04/05/2004</td> <td>03/03/2009</td> </tr> <tr> <td>Cycle 2</td> <td>B</td> <td>2.71</td> <td>2012</td> <td>11/03/2012</td> <td>10/03/2017</td> </tr> <tr> <td>Cycle 3</td> <td>B+</td> <td>2.51</td> <td>2018</td> <td>17/08/2018</td> <td>15/08/2023</td> </tr> </tbody> </table>		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
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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
BASANTI DEVI COLLEGE	RUSA	MHRD	2020-2021	2000000
PROF (Dr) . INDRILA GUHA, Principal (PI) & Dr. Aditi Sarkar Asso.Prof., Deptt. of Education (Co-I)	MINOR PROJECT	West Bengal Pollution Control Board (WBPCB)	2020 FOR 16 MONTHS	200000
8. Whether composition of IQAC as per latest NAAC guidelines		Yes		
♦ Upload latest notification of formation of IQAC		No File Uploaded		
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)				
Timely submission of AQAR 2019-2020 on 9th Nov., 2020 & Acknowledgement received from NAAC.				
Online Orientation Program organized for BA/B.Sc 1st Semester				

Students (Honours, Major & General) on 10th, 12th & 14th Dec., 2020.

Policies for Slow & Advanced learners & Mentoring process were prepared & implemented.

Organized Essay Writing & Poster Competition on the occasion of 125th Birth Anniversary of Netaji Subhas Chandra Bose.

Maintenance & Utilization Policy has been prepared & implemented.

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 (2020-2021) prepared & available in the college website
Plan to prepare Maintenance & Utilization Policy	Maintenance & Utilization Policy has been prepared & under implementation
Plan to prepare Mentoring & Remedial Policies	Mentoring & Remedial Policies has been prepared & all HODs are informed & requested to work accordingly.
Feedback on on the syllabus and its transaction at the institution	Feedback collected, analyzed and action taken and feedback available on the website.
To start the innovative research project on "Creating Environmental Awareness among college students using Paper Recycling Technology"	Project already started

13. Whether the AQAR was placed before statutory body?

Yes

- ◆ Name of the statutory body

Name	Date of meeting(s)
Governing Body	31/07/2021

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2019-2020	12/03/2020

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 session & the college follows the same.
- Our college is a Multidisciplinary College with Arts and Science streams. 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 and skill development courses run by our college are interdisciplinary.
 - Students are provided with high-quality teaching, research, and community engagement through online (During Corona Pandemic Disaster) and direct communication.
 - One of our Mission is to develop a sensitive & responsible youth force who have social commitments towards the larger section of the society.
 - Students are informed about the multidisciplinary courses offered online through SWAYAM, NPTEL, MOOC platforms. Open Elective Courses (OEC), Skill Enhanced Courses (SEC), Discipline Specific Courses (DSC) listed by the affiliating university are informed to the students during their 1st Semester admission to different programs.
 - Three tier strategy of teaching i.e. Inter-institutional, inter-college and inter-departmental faculty exchange programmes are inculcated in our college.
 - 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.
 - Knowledge sharing by experts in various academic & non-academic fields is streamlined in order to provide a holistic approach for the learners.
 - Experiential learning model is undertaken extensively by the college through various methods like Field Works, Extension Works, and Projects.

16. Academic bank of credits (ABC):

Academic bank of Credit (ABC) is the part of New Education policy 2020. It is suitable to students to choose the program on the basis of their interest and earn credit for that. Our College is affiliated to University of Calcutta, Kolkata, we will adopt the ABC Policy as & when our Mother University will implement the Policy.

17. Skill development:

The college has introduced several Certificate/ diploma Courses for skill-enhancement of the students. The College offers i)Two years Diploma Course in Computer Application conducted by WEBEL Informatics LTD, Govt. of West Bengal ii)Six months Spoken English & Communicative German Courses in collaboration with the School of Languages, Ramakrishna Mission Institute of Culture, Golpark, Kolkata iii)Six months Certificate Course(Basic & Advanced) in Psychological Counseling in collaboration with Jadavpur University iv) Three months Self Defense Training Course under Kolkata Police Sukanya Project.

Apart from the above courses, the college has NSS, NCC, Rotaract Club, Indoor/Outdoor sports and games.

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

- The institution 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 organizes various cultural activities, Annual Cultural Competition, Annual Social for students where preference is given to Indian Culture and Traditions.
- Our College always motivates the student and teachers to visit the Swayam Portal, e-PG Pathshala, NPTEL, for various online courses.

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

- College has always strive for quality education by providing well-structured Academic Calendar, Class Timetable, University Exam Schedules, Students related Notices on the college website.
- The course outcomes, program specific outcomes and Program outcomes for all courses have been framed and 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.
- Attainment of Programme outcomes and course outcomes are evaluated by the institution through students' performance in Internal Examinations, Tutorials, University final Semester –end Examinations, Students Feedback & Student satisfaction Survey.

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 & providing necessary study materials

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	21
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2.Student

2.1 Number of students during the year	1678
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2.2	381
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	No File Uploaded
2.3	401
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	No File Uploaded
3.Academic	
3.1	74
Number of full time teachers during the year	
File Description	Documents
Data Template	No File Uploaded
3.2	43
Number of sanctioned posts during the year	
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1	28
Total number of Classrooms and Seminar halls	
4.2	45.43
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	72
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Basanti Devi College is affiliated to 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 academic year, 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 & College Website.

2) Meeting is held in each department at the end of each Semester to discuss about the performance of the students, mentoring process, remedial classes, enrichment programs & syllabus distributed among the favcultry for the next semester.

3) During New Normal ,all Faculty members are taking online classes according to the Time-Table & providing necessary study materials.

4) Students of each Semester are made aware of the course outcomes, program specific outcomes and Program outcomes by the faculty members.

5) The College Central Library has provided teachers & students (UG & PG) unique user ID and password for easy access to N-LIST site. The overall performance of our students' show that the Institution has the mechanism for well planned curriculum delivery and documentation. There are 36 University Rank holders in last six years & Pass % in Honours is almost 100% in last six years.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.basantidevicollege.edu.in/Seminars Workshop Webinars.shtml#seminars

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous

Internal Evaluation (CIE)

The Online Annual Academic Calendar is prepared according to the University Academic Calendar prior to the commencement of new academic session. The calendar (2020-2021) is prepared by IQAC, specifying available dates for significant online activities to ensure proper teaching -learning and continuous online evaluation process. The academic calendar is displayed in the Students & Professors Notice Board, posted in Students & Professors Whatsapp groups, published in College online Prospectus & also uploaded in College Website. The tentative dates of the Internal, tutorial, Theory & Practical Examinations of the University are specified in the Academic Calendar and the final dates of University online Exams are immediately uploaded in the college website & posted in Students & teachers Whatsapp groups after receipt of University notification by the Principal . The tentative dates of other online activities of NSS, NCC, Rotaract Club of the college, Career Counseling and Placement Cell are also given in the academic calendar. Important Days which are celebrated / observed by the college are also included in the Calendar

Academic Calendar for the Session: 2020-2021 is given in the college website

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.basantidevicollege.edu.in/Notice/Student Notice.shtml#student

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

21

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)

20

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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

720

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

1.3 - Curriculum Enrichment

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

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 is Compulsory 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 resources, Unit-3-Ecosystems, Unit-4 -Bio-diversity and its Conservation, Unit-5-Environmental Pollution, Unit-6-Social Issues & the Environment, Unit-7-Human Population & Environment, Unit-8-Field Work .

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.	No File Uploaded

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

8

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

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

606

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

1.4 - Feedback System

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

A. All of the above

Teachers Employers Alumni	
File Description	Documents
URL for stakeholder feedback report	http://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	No File Uploaded
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	No File Uploaded
URL for feedback report	http://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	
559	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	

143

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

2.2 - Catering to Student Diversity

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

The 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 - Excellent

Advanced- 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.

Advanced Learners

1. Digital library facility for independent study.
2. Encouraged to present papers in seminars and actively participate in various Competitions, Debate etc.
3. Knowledge & skills are utilized to improve the mastery of course units of the slow learners.

File Description	Documents
Paste link for additional information	http://www.basantidevicollege.edu.in/IQAC/
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
1678	74

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

Students centric methods which are used by the faculty members

in addition to the conventional classroom instruction are given below-

Experiential Learning-

- In-House Student projects (e.g. by students of History, Bengali, Education)
- Off-Campus projects/field work related to real world problems (e.g. by students of Economics, Sociology, Human Rights, Women's Studies, Statistics, communicative English)
- Demonstration of experiments & Fieldwork Visit to industrial plants (e.g. by students of Chemistry & Physics)
- Hands on training given to students on various aspects of Project report preparation, Plan of work & Paper -recycling technology etc.
- Group discussions, Debate, Essay & Quiz session under the supervision of faculty members.
- Annual Publication of Students online & wall magazines
- Paper presentation by students.
- Internship Program for the students of Communicative English

Participative learning

- Seminars, Webinars, Workshops & Special Lectures organized by the departments for Students & Teachers.
- Film/documentary shows (especially for the students of English, Bengali and History Departments)
- Active participation of students in various activities beyond the classroom.
- Students are motivated to participate in various learning platforms offered by the college.

Problem solving-

Students are given assignments based on problem solving. In each

semester, the students have to submit one assignment for each course & are given 15% weight age in the continuous internal assessment mark.

· The college promotes learning by inculcating creative skills among the students.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://www.basantidevicollege.edu.in/20210511 Online Magazine 2021.pdf

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

To enhance the quality of teaching-learning process, the college makes use of ICT. The college faculty uses laptops, LCD projectors, Wi-Fi and smart boards in the classrooms to make learning more interesting for the students. Since the college has internet connections, You-tube assisted learning is being practiced and thus help a student to understand a subject matter from different perspectives in a convenient and easy manner. Teachers of Communicative English Department make use of the language lab to enhance language learning through specific software for improving Listening, Speaking, Reading, and Writing (LSRW) skills of the students. Teachers & Students use NPTEL platform for accessing online content in their respective fields & update their knowledge.

Due to COVID-19 Pandemic all the teachers are taking online classes through Google meet & the continuous internal evaluation & University examinations are conducted online.

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

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

2.3.3.1 - Number of mentors	
74	
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	No File Uploaded
2.4 - Teacher Profile and Quality	
2.4.1 - Number of full time teachers against sanctioned posts during the year	
43	
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	No File Uploaded
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	
3	
File Description	Documents
Any additional information	View File
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	
912 (approx)	
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.	
<p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p>	

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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, the Internal 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	Nil

2.6 - Student Performance and Learning Outcomes

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

Program and Course Outcomes (COs) for all Programmes are stated and displayed on college website and are communicated to teachers & students. Gist of Course outcomes for different Programs are given below:-

Program Outcomes: B.A. Honours & Major

1. 1) Students are expected to develop an analytical skill which will help them to solve the problem related to issues that she faces in next higher level of studies.
2. .
3. 2) Students will be able to relate the social and national issues to what they have learnt from their study materials, class room interaction & from various Seminars, Workshops organized by the departments & the college.

Program Outcomes: B.Sc. Honours

1. 1) Students will be conversant with different recent trends of scientific works happening in and around..
2. .
3. 2) An aptitude for research will develop among the students which prompt them to take up some projects in good laboratories of the country after completing their Masters.

Program Outcomes: M.A. Programme

1. 1) This program further motivates the students to search literature & explore the area which are unexplored.
1. 2) Interactive aptitude is boosted up as an outcome of this Program and a student becomes competent enough to present his own views independently.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.basantidevicollege.edu.in/Program_Outcomes.shtml#programoutcomes
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 through students' performance in University final Semester -end Examinations.

Marks distribution of University Examinations for Lab-based and

Non-Lab based Courses are-

1. 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--6.999	B+	Good (G)
5.000--5.999	B	Average (A)
4.000--4.999	C+	Fair (Fa)
3.000---3.999	C	



Satisfactory (S) 0.000–

2.000

F

Fail (F)

*Cumulative Grade Point Average

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.basantidevicollege.edu.in/ProgramSpecificOutcomes.shtml#ProgramSpecificOutcomes

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**

425

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	View File
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.shtml#sss

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)**

2

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

3

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**

2

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

3.2 - 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 promoting an ecosystem for innovation. This spirit of innovation encompasses various outreach programs for creation and transfer of knowledge like-

1. The College is recognized as the first Girls College in West Bengal to start Paper Recycling Project in the campus. The Project is funded by West Bengal Pollution Control Board, Kolkata and the Principal Investigator of this Project is PROF(Dr). Indrila Guha, Principal & Professor, Deptt of Economics & Co-Investigator is Dr. Aditi Sarkar, Associate Prof., Deptt. of Education & Coordinator , IQAC. The main objectives of this project was (i) to make the students & teachers aware of the concept of 3R's , (ii) to provide hands on training on Paper recycling & use the end product for various events & (iii) to make the college campus sustainable, eco-friendly & zero-waste zone. The college is successfully running the project.

2. Students of the Department of Chemistry participated in the innovation hub organized by ABP group along with BITM(Birla Industrial and Technological Museum), under the supervision of Dr Sumana Chatterjee, Associate Professor, Deptt. of Chemistry. They showcased a new method of recycling waste LDPE(discarded plastic carry bags which is a major pollutant).

3. Almost all departments have incorporated in its curriculum 'project' for students to encourage them for innovation.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.basantidevicollege.edu.in/Images/Paper-Recycling-Unit.jpg

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

2

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

3.3 - Research Publications and Awards**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

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**

7

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

17

File Description	Documents
Any additional information	No File Uploaded
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 are

1. Several awareness programs, webinars & online workshops were organized on COVID-19 Pandemic, Well being & Vaccination by the different departments, Psychological Counseling Cell, NSS, NCC, Rotaract Club of BDC & Sports Unit of the College.
2. Rotaract Club of the College Awareness drive on COVID-19 during the Durga Puja festival. In this online campaign videos are made to aware and sensitize people on the whereabouts of the virus and pandemic and ensured use of masks, frequent hand wash, use of sanitizers, maintain physical distance & proper disposal of masks.

3. Community outreach Program by Students & Ex- Students of our College during cyclone Amphan which happened during Pandemic. Students of Education Honours contributed Rs 6.000/- to the West Bengal State Disaster Management Authority

4. As a part of the welfare measure, the Governing Body of the College with the help of M.L.A Sri Debasis Kumar started a free COVID vaccination drive in our college for Students, Staff & others

File Description	Documents
Paste link for additional information	http://www.basantidevicollege.edu.in/Seminars_Workshop_Webinars.shtml#seminar
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

2

File Description	Documents
Any additional information	View File
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

22

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

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

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

2879

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

3.5 - Collaboration

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

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

23

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

3

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

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. . 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 equipments with the latest software.

Each floor of the college is installed with adequate fire safety devices, especially in the Laboratories which are high risk area.

All the Departments are provided with computer and internet facilities. The campus is also Wi-Fi enabled for everyone.

The College has provided LCD projectors, digital interactive boards, printers with scanning and Xerox facilities.

The library is partially automated through integrated library management system software KOHA, Version 18.05.11.000, having 30,480 reference books & text books. The college has subscribed 4000+ e-journals and 100000+ e-books through N-List Connectivity. Every Department of the college has dedicated departmental libraries for use by their students and teachers. The college has installed 15 KVA Solar Power panels to generate electricity from renewable energy source and encourage and maintain an environment friendly atmosphere.

To facilitate uninterrupted teaching and learning environment 24- hours' power is provided through 16.5 KVA generators established in campus..

Our college provides Lifts, Toilets, Wheelchairs and alternative paths to stairs for differently able/Divyangjan. To ensure protection for students & Staff, the entire campus is under the surveillance of CCTV cameras with an overall viewing facility at the Principal's office.

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 holistic development of students in the field of academic, cultural, yoga and sports activities.

For the year-round conduct of various sporting events there is a Sports Committee (with representation from the teachers, students & non-teaching members) who meets at regular intervals and plans various activities for well being of Students. Some of the activities related to sports, games & Yoga are- inter college sports activities, annual college sports, Rock climbing Camp, Yoga Training Program, Self Defense Training under the Sukanya Project of Kolkata Police & observation of International Yoga Day. Students participate in inter college sports activities through-out the year under the supervision of Physical Instructor.

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) conducts various cultural events throughout the year. Some of the cultural activities which are organized every year are- College Social, Cultural competition (music, dance, recitation, painting, essay competitions, extempore, debates, dumb charades, antakshari, one-act plays), Celebration College Foundation Day, Rabindra Jayanti, International Women's Day, International Mother Language Day etc. Prizes of Annual College Competitions are given to the students

during Annual Social with other prizes. The cultural activities are organized in the auditorium & open air stage of the college. The teachers & ex-students of our college train the students for cultural programs & competitions.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://youtu.be/xqmovZMYkIE

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

28

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)	No File Uploaded

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)

45.53

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

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

The library is partially automated through integrated library management system software KOHA, Version 18.05.11.000, having 30,480 reference books & text books. The college has subscribed 4000+ e-journals and 100000+ e-books through NList Connectivity. Every Department of the college has dedicated departmental libraries for use by their students and teachers.

Name of ILMS software KOHA

Nature of automation (fully or partially) Partially

Version 18.05.11.000

Year of Automation 2017

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://bdcl-opac.l2c2.co.in/cgi-bin/koha/opac-main.pl

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)**

0.49

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

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

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

10

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 : 2013 : The college installed UTM (Firewall) system. (Make: Fortinet), Connected Nodes: 40. Existing BSNL Broadband line of 2 MBPS upgraded to 4 MBPS. 2 Portable projectors purchased (Make : Casio) Purchase of Desktops Purchase of Printers/ scanners/ modems etc.

Year 2014: Firewall system renewed in August 2014 Purchase of Desktops Purchase of Printers/ scanners/ modems etc.

Year 2015: Change of ISP : Internet Service Provider changed from BSNL to AIRTEL. Plan : 8 MBPS , Data plan : 500 GB in High Speed , beyond that Unlimited @ 512Kbps. College installed 8 Wireless Access Points throughout the campus and the campus was made WiFi enabled. Backup connection for emergency work : Portable Wireless Access

Point - Airtel 4G- Data Plan : 4GB per Month. Purchase of Desktops Purchase of Printers/ scanners/ modems etc.

Year : 2016: The college tied up with Reliance Jio for providing free 4G data through Wireless Routers to all students, faculty & staff members. Purchase of Desktops Purchase of Printers/ scanners/ modems etc.

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.

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

4.3.2 - Number of Computers

82

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

5.23

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 benefitted by scholarships and free ships provided by the Government during the year

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

144

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 benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
66	
File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to Institutional website	http://www.basantidevicollege.edu.in/Courses/Certificate Courses/Certificate Courses.shtml#certificate
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
150	

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

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	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
4

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

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

5.2.2.1 - Number of outgoing student progression to higher education

57

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

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

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

3

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

5.3 - Student Participation and Activities

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

during the year

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

4

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
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 such

as chalk, duster, maps, and laser pointers. She also makes the student's aware of various extension programmes, that form a crucial part of the academic activities of every department, such as departmental journals, departmental and wall magazines and she encourages students to contribute to these. Furthermore she helps the teaching staff of the college to organize various enrichment programs. The Students Representative plays an important role in encouraging and motivating students to participate in NSS, NCC, Self Defense & Yoga training Program Additionally, the SR organizes the Saraswati Puja in the college along with her peers and is responsible for the smooth execution of the various aspects related to this function. She also creates awareness among students regarding the necessity of making the college a 'Plastic-Free Zone' and stresses the importance of maintaining personal health, hygiene and cleanliness in and outside college. Thus, she contributes to a healthy interaction among students and teachers regarding academic, co-curricular and extra-curricular activities of the college.

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

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

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

File Description	Documents
Report of the event	No File Uploaded
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
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Our Vision

"Women Empowerment through Higher Education"

Our Mission

Ø To provide quality education to girl students irrespective of caste, creed, religion and diverse socioeconomic status.

Ø To equip and empower students with relevant knowledge, competence and creativity to face challenges.

Ø To develop a sensitive and responsible youth force who have social commitments towards the larger section of the society.

Ø To develop a commitment towards the conservation of Environment with a goal towards sustainable development.

The confluent approach of the Management, Principal , IQAC and

Faculty develops and implements the quality policy and plans in order to uphold the mission and vision of the college. The Governing Body of the college works in close collaboration with the Principal to regulate and maintain an amicable and scholastic environment required for this purpose. The Principal as the Head of the Institution along with the members of Teaching and Non-Teaching staff implement the decisions and policies of the management. The Teachers' Council and Academic Sub-Committee meet regularly to discuss and further implement important decisions regarding academic and co-curricular activities of the college. The institution strictly adheres to the Academic calendar to accomplish its objectives. 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	Nil
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 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) of the College. 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 college committees are formed by the Principal as per the recommendations of IQAC. Committees comprise of teachers, non-teaching staff and students. Some committees are statutory and the rest are formed for good governance.

· IQAC does the planning and evaluation for quality assurance in the College and organizes meetings periodically throughout the year. IQAC plays important role in monitoring the academic and administrative activities.

· The regular activities of the college are carried out through various committees like admission, academic, routine, examination, finance, purchase, library, students aid-fund etc. Report of every activity is prepared by each committee and placed before the Principal for suggestion(s), if any.

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 College prepares its strategic plans through a participative and effective method. The methodology is being detailed below :

Ø During the last phase of an academic year, the Principal along with IQAC members & all HODs discuss about the various activities, achievements & gap areas of the college as found out during the academic year. On the basis of the discussion & students feedback a draft 'Plan of Action' is chalked out for the next academic session.

Ø The Internal Quality Assurance Cell (IQAC), then, discusses about the draft 'Plan of Action' and finalizes it for the next academic session. All the departments of the college and supporting services are communicated regarding the 'Plan of Action' to be achieved at the end of the next academic session by the team of IQAC.

Ø Mid-year, IQAC frequently sits together to take the stock of the progress of the activities chalked out in the beginning of the year.

For example we are furnishing below the strategic plan as chalked out in the beginning of the academic year and its deployment-cum-achievement (2016-2017)

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

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

The Governing Body of the college works in close cooperation with the Principal to regulate and maintain a congenial and academic environment required for this purpose. The Principal as the Head of the Institution along with the members of Teaching and Non-Teaching staff implement the decisions and policies of the management

The organogram of the Institution is given in additional information

Governing Body(GB) Principal Departments Teachers' Council IQAC
Office Accounts

1 IQAC Cell

2 NAAC Committee

3 Planning Board Sub-Committee

4 Academic Sub-Committee

5 Admission Sub-Committee

6 Prospectus Sub-Committee

7 Library Sub-Committee

8 Routine Sub-Committee

9 Examination Committee

10 Student's support and Progression

11 Backward Cell/Remedial Coaching Sub-Committee

- 12 Research Project Expert Committee
- 13 Cultural Sub-Committee
- 14 Annual Cultural Competition Sub-Committee
- 15 Parent Teacher Association
- 16 Alumni Association(Chirantani)
- 17 Pay Fixation Sub-Committee
- 18 Service book and Pension Sub-Committee
- 19 N.S.S 20 N.C.C
- 21 Sports Sub-Committee
- 22 Career and Placement Cell
- 23 Canteen Sub-Committee
- 24 College Website Sub-Committee
- 25 College Magazine Sub-Committee
- 26 Wall Magazine Sub-Committee
- 27 Youth Parliament Sub-Committee
- 28 Internal Complaint Committee (ICC)
- 29 Grievance Redressal Cell
- 30 Excursion Sub-Committee
- 31 Gardening Sub-Committee

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
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	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Welfare measures for teaching and non- teaching Staff

- Group Insurance Schemes.
- Pension benefits on retirement.
- Gratuity and leave encashment are availed by retiring faculty as per Government norms.
- Casual leave, Earned Leave and Medical leave facility.
- Maternity leave for female teaching and non- teaching Staff.
- CHILD CARE Leave for female teaching and non- teaching Staff.

- Health Insurance for non- teaching Staff.
- Leave on other duty (OD) for attending Orientation, Refresher, Short term course, Seminars, Conferences and Workshops.
- Leave on other duty (OD) for delivering invited lectures / examination related work in other colleges & University.
- Employee Provident Fund for teaching.
- Bonus to State aided College Teachers by Government & to non-aided staff by Management.

Wifi Facility for all teaching & Non teaching Staff

Purified water, uninturupted power supply, Xerox facility

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

01

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

2

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

8

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

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

Performance Appraisal System for teaching Staff

The College has an Academic Performance Indicator (API) for the teaching staff following the guidelines of UGC regulation, 2018. Every academic year IQAC collects the API forms from all the faculty members. The faculty performance is assessed by the Principal,

academic sub-committee Convener & Coordinator, IQAC. On the basis of API and necessary action is taken for the improvement.

The teacher's performance is assessed for:

Category I: Teaching, Learning, and Evaluation Related Activities

Category: II: Professional Development, Co-curricular and Extension activities

Category: III: Research and Academic Contributions.

Review meeting is organized for each Semester on Teaching- Learning & Evaluation Process, students' attendance, Library & teacher's performance with Students & Head of the Department & necessary steps are taken for improvement.

Evaluation by students - The College collects online feedback from students on Teaching, Learning, and Evaluation Process at the end of every academic year for further improvement and implementation.

Performance Appraisal System for non-teaching staff:

The overall performance of the non-teaching staff within the campus is evaluated by the Heads of the concerned Departments and the confidential report is submitted to the Principal for the final evaluation.

Other informal means - Students suggestion box is another mechanism to collect information about the level of satisfaction they get from the services provided by the staff.

File Description	Documents
Paste link for additional information	http://www.basantidevicollege.edu.in/Feedback/20191121 REVIEW MEETING ANALYSIS AND ACTION TAKEN.pdf
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

The Institution has a transparent and well planned financial management system in which State Government and UGC are the main sources of funds.

The Management has appointed Mr. Debasis Bandyopadhyay (Chartered Accountant) as the internal auditor. The Internal auditor audits daily petty cash register, daily receipts, cash vouchers, bank vouchers and journal vouchers. He verifies the Students fee collection register, Bank Reconciliation statements and purchase bills for equipments, chemicals, glassware and printing materials. His periodical visits help the office accountants to maintain the accounts error free. At the end of every financial year the audit report is prepared by the auditor with utilization certificate and submitted to the Government & UGC. External audit is done by auditor appointed by The Director of Public Instruction, Higher Education Department, West Bengal. The external audit team verifies all the financial documents related to the public funds utilized by College. After hearing the clarifications and corrections, the final accounts are settled.

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)

10.2

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
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

Fees from the students -

The college mobilizes funds from students through online collection of tuition fee, admission fee, exam fee, lab fee, Caution Deposit and other fees specified by the Govt. of West Bengal and University of Calcutta.

Government Agencies -

The Salary grant-in-aid is received from Govt. of West Bengal for aided teaching and non-teaching staff. The college has received Rs.2 Crore under RUSA grant for the up gradation & renovation of class rooms, procuring equipments, books and journals. The Students of the college receives Vivekananda Merit & Mean, Kanyashree, SC, ST, & Minority scholarship from the State Government.

Research Projects-

The college mobilizes funds for research from agencies UGC, DST, WBPCB through minor and major research projects.

Endowments -

The college encourages its alumni, retired staff and the public to create endowments , in the year 2020 - 2021, a sum of Rs. 1020000/- was received from individuals.

Collection of Venue Charges for Centers in College campus-

The college offers its campus on holidays for conducting external courses & examinations. The rental charges for NSOU Study Center, WEBEL Computers for conducting Diploma programs. Venue charges Centers for conducting external examinations like West Bengal Joint Entrance Examinations, West Bengal State level Eligibility Test, CSIR NET & other Central / State level examinations.

Optimal Utilization of Financial resources:-

Every year the budget is prepared and approval is obtained from the competent authority Ie : Finance Committee / Governing Body of the College. Expenditure is made according to the budget allocation. The finance committee suggests the optimum utilization of the resources.

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

i) THE POLICY FOR SLOW AND ADVANCED LEARNERS

The main objective of any educational institute is to assess the learning levels of the newly admitted students in order to obtain excellence. As one of the missions of Basanti Devi College, Kolkata is to provide quality education to girl students irrespective of their caste, creed, religion and socio-economic status, the students from different economical, socio-cultural, educational background are admitted in the college on the basis of merit. The college carries out separate assessment process to identify slow and advanced learners.

1. All departments are advised to conduct 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. The Class test can be comprises of MCQs carrying 1 or 2 marks each /short type questions carrying 2marks each /5marks or 10 marks questions.
3. 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 learner

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 - Excellent

Advanced- Top 5% among the Excellent.

1. All departments are advised to provide remedial classes to the Honours students who scored below 40% and General Students who scored below 30%.and to those students with genuine interest.

ii) IQAC MENTORING POLICY

Students undergo various academic and stress related issues. Considering the student-teacher ratio in classrooms, it is impossible at times to give personal attention to each and every student in class. So Mentoring is required for students to achieve emotional stability and to promote clarity in thinking and decision-making. IQAC has established a well structured 'Mentoring System' in our college .Every year each faculty (Mentor) is assigned five to ten students (depending upon the enrollment) from first Semester Honours &General Programs. In each department, Mentors perform the following functions- 1. Organize class-wise meeting with mentees at the beginning of the semester. 2. Conduct Individual mentoring sessions four times in a semester.3. Monitor the academic progress of the mentees and give them counseling on personal matters. 4.Motivate the mentees to participate in various co-curricular activities.5. Identify the mentees who require financial assistance.6. Maintain a brief record of mentor-mentee discussions

The role of Head of the department(s) is very vital in the mentoring system which is as follows- 1. In the beginning of the semester, HODs assign students to each faculty and give them necessary instructions in the departmental meeting itself. 2. HODs review the activities of mentors and advice them whenever the situation demands it. 3. Inform the parents, on issues like continuous absenteeism or behavioral changes. 4. Identify the needy mentees who require financial assistance with the help of mentors & inform Free Studentship Committee for intervention. 5.HODs seek the intervention of other committees, if required.

IQAC team evaluates the mentoring activity in each department. On the basis of verbal feedback from mentors & mentees, various

departments organize enrichment programs for Students & Teachers in collaboration with the IQAC every year.

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 teaching learning process of the college is continuously reviewed by Internal Quality Assurance Cell with the help of following methods-

1. In each semester, HOD along with the faculty sit with the students of their department to discuss on teaching learning & evaluation process, learning outcomes, curriculum content, library facility, class attendance of students & faculty etc.
2. Each department regularly takes Continuous assignment of different types to understand the progress of the learners.
3. 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) with each department 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
4. In Mentor-Mentee system, the mentor monitors the academic progress of the mentees and try to assess the problems (if any) face by the.
5. University Final Examination results (UG&PG) is analyzed by the IQAC to review the learning outcomes and identifies the achievement

level of the students.

6. Every year IQAC collects, Analyze & prepares reports on Students feedback on teaching-learning process & Students Satisfaction Survey are placed before the authority for necessary actions. On the basis of the report the principal ensures that each department discusses and, wherever necessary, takes corrective measures.

7. Before the commencement of the new academic session a meeting is held with the Principal, Convener- academic sub-committee, Coordinator IQAC & all HODs regarding the academic policy decisions that had been taken.

8. IQAC submits its AQAR regularly during last ten years.

File Description	Documents
Paste link for additional information	http://www.basantidevicollege.edu.in/Feedback/student_satisfaction_surveys.shtml#sss
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)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.basantidevicollege.edu.in/IQAC/aqar.shtml#iqac_agar
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

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:-

i) Every year International Women's Day is celebrated in the College.

ii) Every year Department of Women's Studies , Human Rights , Sociology & IQAC organizes Seminars, awareness programs on gender related issues.

iii) Department of Psychology along with Psychological Counseling Cell organizes various workshops & awareness programs on Physical & Mental well being of students.

iv) Self Defense Course was organized for students to build confidence among students & make them self-reliant.

v) For safety and security of students Surveillance cameras are installed in the premises at various locations to monitor the suspicious activities and ensure safety. Security guard is appointed to secure the premises and to avoid intruders from outside.

vi) The College has Internal Complaints Committee to redress grievances of students and has authority to take necessary actions regarding the same. The college has zero tolerance for sexual harassment of women in the institution.

vii) The college also has Anti -Ragging Cell which helps to prevent any incident of ragging or harassment of the students.

viii) During outfield visits like study tour, industrial visits, field study etc. lady teacher accompanies to ensure the safety of girl students.

ix) To resolve internal and external challenges of students and make them comfortable in expressing their academic, social, personal issues etc. counseling plays a very important role. Mentors identify students who need counseling and help them to go through the situation wisely.

x) The college has a vibrant common room with several indoor game facilities. It is well facilitated with washroom, sanitary napkin vending machine, first aid kit, bedding facility for sick person.

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

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
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 management has become the need of the hour as it is directly concerned with the environment and health of the people. Keeping this in mind, our institution has taken necessary measures for proper disposal of waste and recycling of it. Proper initiatives are taken to create awareness among students regarding waste management.

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. Awareness is generated among the students & Staff to dump their personal e-waste into the bin.

Waste recycling system:-

The College has set up a Paper recycling unit in the campus in order to take care of the waste paper in the college in an eco-friendly & useful manner.

Field Survey conducted by our students on 'Improper solid waste management leads to water logging in our locality'

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
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

<p>- The institutional initiatives for greening the campus are as follows:</p> <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	<p>B. Any 3 of the above</p>
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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	View File

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

<p>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</p>	<p>C. Any 2 of the above</p>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for 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</p>	<p>B. Any 3 of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

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

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:-

1. 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.

1. 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.

1. Students together celebrate national and international commemorative days, events and festivals along with faculty & non-academic staff.

1. College provides free student ships to all economically needy students irrespective of their caste, creed, religion & social background.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	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. Various activities of 2020-2021 includes-

Events

Date

Celebration of National Youth Day

12th January

Celebration of 125th Birth Anniversary of Netaji Subhas Chandra Bose

23rd January

Celebration of Calcutta University Foundation Day

24th January

Celebration of Republic Day

26th of January

Swaraswati Puja

16th February

Celebration of International Mother Tongue Day

21st of February

National Science Day Observed

28th February

Celebration of International Women's Day

8th of March

Celebration of Rabindra Jayanti

9th May

Celebration of World Environment Day

5th June

Celebration of International Yoga Day

21st June

Celebration of College Foundation Day

5th August

Death Anniversary of Rabindra Nath Tagore

8th August

Celebration of Independence Day

15th August

Celebration of Teachers' Day

5th September

Celebration of NSS Day

24th September

Annual College Competition

One week before Puja Vacation

Awareness programmes on Code of Conduct

During Students' Orientation Program

Celebration of NCC Day

27th November

Various Awareness Programs on COVID-19 Pandemic, Wellbeing & Vaccination

Through out the year (2020-2021)

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.youtube.com/watch?v=wWMW-01a9D4
Any other relevant information	https://www.youtube.com/watch?v=0GXeYoTXo_E

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

B. Any 3 of the above

ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

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

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

In keeping with the ongoing tradition, Basanti Devi College celebrates / organizes national and international commemorative days, events and festivals. Some of the events are given below:-

Events

Date

Celebration of National Youth Day

12th January

Celebration of 125th Birth Anniversary of Netaji Subhas Chandra Bose

23rd January

Celebration of Calcutta University Foundation Day

24th January

Celebration of Republic Day

26th of January

Swaraswati Puja

16th February

Celebration of International Mother Tongue Day

21st February

National Science Day Observed

28th February

Celebration of International Women's Day

8th of March

Celebration of Rabindra Jayanti

9th May

Celebration of World Environment Day

5th June

Celebration of International Yoga Day

21st June

Celebration of College Foundation Day

5th August

Death Anniversary of Rabindra Nath Tagore

8th August

Celebration of Independence Day

15th August

Celebration of Teachers' Day

5th September

Celebration of International Ozone Day

8th September

Celebration of NSS Day

24th September

Awareness program on Code of Conduct

During Students' Orientation Program

Annual College Competition

One week before Puja Vacation

Celebration of NCC Day

27th November

Annual Social

December/ January

Annual Sports

December/ January

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	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 I - Social Responsibility and Community Engagement

1. Aims and Objectives

1. Journey from I to WE
2. To bridge the gap between theory and practice through continuous community engagement.
3. To deepen the interactions between the college and local communities & identify the real life problems faced by the communities.
4. To gain understanding of social realities and find out solutions.
5. To facilitate mutual learning & respect between the local communities & the college.
6. To help the needy people during natural disasters.

1. The Context :

Basanti Devi College is one of the premier institutions in south Kolkata catering to the educational needs of the girl students mostly coming from underprivileged section of the society. One important mission of the college is 'To develop sensitive and responsible youth forces that have social commitments towards the larger section of the society.' The college always keeps social transformation & social justice well above individual prosperity & success. The college believes that social responsibility of the students & teachers can be fostered through continuous community engagement. The college has made serious efforts to improve the social connectedness of our students and faculty members through various initiatives.

1. The Practice & Evidence of Success:

All the students are encouraged to participate in the extension activities organized by the NSS, NCC, Rotaract Club & various departments of the college. The extension activities of the college focus on the concept of campus- community partnership, engaging the students with the realities in the society and creating a mind-set to extend a helping hand to those in need.

Some of the activities done by the college are given below- i) YOGAKSHEMA" - The welfare of people organized from 27th May to 10th June, 2021. ii) Cognizance Community Service and International Service organized from 22-24th Oct, 2020, (Online).iii) Be an Artist Yourself!" A One-Day Workshop on Pot Painting was organized on 7th

February,2021 iv) Webinar on "Breaking the Glass Ceiling: Women in Social Entrepreneurship" on 15th March,2021 v) Webinar on "Menstrual Hygiene on 8th April,2021.vi) "Bleed with Pride 2.0" - A Sanitary Napkin Donation Drive on 25 th April,2021vii) "Release the Pressure and Relax."A One Day Workshop on Mental Health Well-being on 22nd May, 2021.viii) Yash rescue 29th May 2021. Ix) Awareness Program on Standing United in our fight against Covid 19 Pandemic on 21st & 28th June & 5th& 12 th July,2021.x) Lifestyle and Stress Management Through Diet During Pandemic on 07.06.21 XI) Free Vaccination drive in the College .xii) Contributed to the West Bengal State Disaster Management Authority by the Governing Body of the College .xiii) Contributed to the West Bengal State Disaster Management Authority by the Students of Education Honours.

xiiii) Community outreach Program by Students &Ex- Students of our College during cyclone Amphan which happened during Pandemic.

4. Problems Encountered :

i. Lack of time and no credits for students. ii. More number of teachers is required to monitor the activities. iii. Financial constraints.

Best Practice -II Clean and Green Campus

1. Aims and Objectives:

1. To carry out the swachhta activities in the campus smoothly.
2. Creation of a Green Campus
3. Water Conservation to be done to reduce unnecessary water usage.
4. Recycling of waste paper.
5. Waste Management to be performed in the college campus
6. To conserve energy and reduce wastage in the campus.

1. The Context :

Founded in 1959, Basanti Devi College is a girls' college affiliated to the University of Calcutta. The college has been reaccredited B+ grade in its third cycle by NAAC in the year 2018. One important mission of the college is "To develop a commitment among Students & Staff members towards the conservation of Environment with a goal

towards sustainable development." The college has framed well defined and viable strategic goals for creation of a Clean and Green Campus & help students to dream & achieve a sustainable and healthy environment in and outside the college Campus.

1.

i) The college has formed Swachhta Action Plan Committee with Staff & Students to carry out the swachhta activities in the campus smoothly.

ii) The cleaning of the campus, classrooms, laboratories, toilets and College Garden are done by supporting staff & supervised by the NSS Unit, Students & Head of the respective Department.

iii) Plastic free campus drive by introducing cloth bags, paper-bags, paper plates & earthen glass in the campus.

1.

v) Maintenance of taps, cisterns & water pipes is done regularly. Leakages are immediately taken care of by availing the service of the plumbing agency.

vi) The College has installed a Paper-recycling Unit in the campus.

Vii) The college has facilities for the management of degradable & non-degradable waste.

1. 15.5 KVA roof top Solar Panels have been installed.
2. LED lights are used in the college building.
3. Lights, Fans, Computers, air-conditioning machines & other equipments when not in use are turned off.

4.Evidence of Success:

1. Dr. Indrila Guha, Principal, Basanti Devi College was awarded "Clean Environment Promotion Award 2018" in 2nd World Clean Environment Summit.

Ii) The college has been recognized as a Swachhta Action Plan (SAP) Institution in the year 2020 by Mahatma Gandhi National Council of Rural Education (MGNCRE), Department of Higher Education, Government of India.

iii) The college also received First Prize under the category of

Shara Poribesh (Best Environment) by Just News in Swaraswati Puja, 2020.

4. Problems Encountered

i) Involvement of all faculty / staff students is always a challenge due to their concurrent academic and administrative responsibilities.

File Description	Documents
Best practices in the Institutional website	http://www.basantidevicollege.edu.in/IQAC/best_practice.shtml#best_practice
Any other relevant information	http://www.basantidevicollege.edu.in/bdc_rotaract_club.shtml#rotaract

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

The area distinctive to the vision of the college is 'Women Empowerment through Higher Education.' In the process of attaining the vision, emphasis is being given to provide quality education to girl students irrespective of caste, creed, religion & diverse socio-economic status. Admission (Online) of students is done completely on the basis of merit adhering to the circulars and Schedules issued by the Higher Education Department, Govt. of West Bengal and the parent University (University of Calcutta). The institution stringently follows the regulations of the government regarding reservation policy. The classes, auditorium, playground, 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.

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences of Students. The college faculty uses laptops, LCD projectors, Wi-Fi and smart boards in the classrooms to make learning more interesting for the students. Teachers of Communicative English Department make use of the

language lab to enhance language learning through specific software for improving Listening, Speaking, Reading, and Writing (LSRW) skills of the students. Teachers & Students use NPTEL platform for accessing online content in their respective fields & update their knowledge. Every year all the departments organize Enrichment Programs for students. Every year college provides financial support to the needy students, several prizes are given to the students for their excellent academic performance. Our college provides Lifts, Toilets, Wheelchairs and alternative paths to stairs for differently able students.

Apart from the University Curriculum, the college offers Certificate and Diploma courses for students with 30 or more contact hours to enhance their skill. Pass percentage of students is almost 100. In 2020-2021 about 60 students joined higher studies after completing their graduation from the college.

The college provides free counseling to the students to resolve their internal and external challenges and make them comfortable in expressing their academic, social, personal issues etc. Placement Cell of the College organizes various Career Counseling programs to generate awareness among the students about various career opportunities available to them.

The Annual Cultural Competition, Annual College Social, Annual College Sports, State/ Institution level essay & Poster competition, College magazine, Departmental magazine, Wall magazine, Paper presentation, group discussion, debate, various cultural activities provides an opportunity to bring out the talents of the students. Thus college helps to equip & empower students with relevant knowledge, competence & creativity to face challenges.

The 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. Several Community outreach

Program by Students & Ex- Students of our College were organized by NSS, NCC, Rotaract Club. The College takes initiatives in organizing various events and programs for molding the students to become responsible citizens by sensitizing them to the constitutional obligations: values, rights, duties and responsibilities of the citizens.

Our 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. Self Defense Course was organized for students to build their confidence & make them self-reliant. The College has Internal Complaints Committee to redress grievances of students and has authority to take necessary actions regarding the same. The college has zero tolerance for sexual harassment of women in the institution. The college also has Anti -Ragging Cell which helps to prevent any incident of ragging or harassment of the students. To ensure protection for students & Staff, the entire campus is under the surveillance of CCTV cameras with an overall viewing facility at the Principal's office.

The college has framed well defined and viable strategic goals for creation of a Green Campus & social sensitization programs to help students to dream & achieve a sustainable and healthy environment in and outside the college Campus. The college has been recognized as a Swachhta Action Plan (SAP) Institution in the year 2020 by Mahatma Gandhi National Council of Rural Education (MGNCRE), Department of Higher Education, Government of India.. The college also received First Prize under the category of Shara Poribesh (Best Environment) by Just News in Swaraswati Puja, 2020. Students conduct field survey on various Environments related issues like- Impact of deforestation in your locality, which type of Pollution you found in your locality, Environmental degradation & its impact on Public health, Floral Diversity of Kolkata and its benefit towards the Society.

The college is intent on the holistic development of the students and hence, the objectives are to chisel them into sensitive,

responsible, uncorrupted citizens, imbued with virtues like universal brotherhood, forbearance & respect and train them "to strive, to seek, to find and never to yield."

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

7.3.2 - Plan of action for the next academic year

Future Plans of action for next academic year (2021 - 2022)

1. More Seminars / Workshops on Research Methodology, Entrepreneurship , I.P.R. & current issues.
2. More Community Outreach Programs to be organized
3. Implementation of College Management System (ERP)
4. Academic & Administrative Audit
5. Awareness Program for Nearby School & College students on Paper recycling technology & its end uses application.
6. Green / Energy Audit
7. Fire Drill