



The Annual Quality Assurance Report (AQAR) of the IQAC
of
Berhampore Girls' College
Berhampore, Murshidabad, West Bengal

AQAR for the Year 2017-18

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (*Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013*)

Part – A

AQAR for the year (for example 2013-14)

2017-2018

1. Details of the Institution:

1.1 Name of the Institution

Berhampore Girls' College

1.2 Address Line 1

C. R. Das Road

Address Line 2

P.O. Berhampore

City/Town

Berhampore

State

West Bengal

Pin Code

742101



Institution e-mail address

berhamporegirlscollege@gmail.com
bgc2007@rediffmail.com

Contact Nos.

03482-251193

Name of the Head of the Institution:

Dr. Hena Sinha

Tel. No. with STD Code:

03482-251193

Mobile:

9434315684

Name of the IQAC Co-ordinator:

Dr. Md. Khairul Anam: Co-Ordinator

Dr. Khaybar Ali Miah: Joint Co-Ordinator

Mobile:

Dr. Md. Khairul Anam: 9563467211

Dr. Khaybar Ali Miah: 9434641579

IQAC e-mail address:

iqacberhamporegirlscollege@gmail.com

1.3 NAAC Track ID(For ex. MHCOGN 18879)

WBCOGN12141

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/35/098 dated 28th February 2005



1.5 Website address:

www.berhamporegirlscollege.org.in

Web-link of the AQAR:

<http://berhamporegirlscollege.org.in/home/iqac.php><http://berhamporegirlscollege.org.in/home/administrator/production/other/2017-18-AQAR.pdf>

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details:

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	72	2005	5 years
2	2 nd Cycle	B	2.29	2016	Valid up to 15.12.2021
3	3 rd Cycle
4	4 th Cycle

1.7 Date of Establishment of IQAC: DD/MM/YYYY

11/07/2005

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011):

- i. AQAR 2010-11 submitted to NAAC on 28-12-2015 (DD/MM/YYYY)
- ii. AQAR 2011-12 submitted to NAAC on (i) 28-12-2015 (Soft copy)
(ii) 26-02-2013(Hard Copy)
- iii. AQAR_2012-13 submitted to NAAC on 28-12-2015 (DD/MM/YYYY)
- iv. AQAR_2013-14 submitted to NAAC on 29-12-2015 (DD/MM/YYYY)
- v. AQAR_2014-15 submitted to NAAC on 29-12-2015 (DD/MM/YYYY)
- vi. AQAR 2015-16 submitted to NAAC on 31.10.2018 (DD/MM/YYYY)
- vii. AQAR 2016-17 submitted to NAAC on 22.12.2018 (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No



Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify):

1. **Career Oriented Certificate Course in Computer Application, D.T.P and Multimedia for the students of the college.**
2. **Add-On (Certificate) Courses:**
 - i. **Computer Training**
 - ii. **Functional English**
 - iii. **Yoga**
 - iv. **Karate**
 - v. **Arts & Crafts**



1.11 Name of the Affiliating University (*for the Colleges*): **University of Kalyani**

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities:

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and

community representatives



2.7 No. of Employers/ Industrialists

02

2.8 No. of other External Experts

02

2.9 Total No. of members

24

2.10 No. of IQAC meetings held :

04

2.11 No. of meetings with various stakeholders: No.

00

Faculty

00

Non-Teaching Staff Students

00

Alumni

00

Others

00

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

...

2.13 Seminars and Conferences (only quality related):

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

Use of ICT & Preparation of E-learning Module in Higher Educational Institution



2.14 Significant Activities and contributions made by IQAC:

1. Verification of PBAS and necessary recommendation for career advancement of the faculty members.
2. Organization of workshop related to quality education in the institute for upgradation of faculty members on the theme “Use of ICT & Preparation of E-learning Module in Higher Educational Institution”.
3. Continuous monitoring over different departments to foster academic excellence of the departments.
4. Organized seminar on “Exploration of Indian Edible Plant: A Promise for Treatment of Variety of Cancers” - Speaker: Prof. (Dr.) Chitra Mondal, J C Bose National Fellow, CSIR- Indian Institute of Chemical Biology on 27.07.2017
5. Guided with regard to the organization of Interdisciplinary Seminar on “The Problem of Communalism and The Need for Strengthening Secular Democracy in India” organized by the Department of Political Science on 19.12.2017
6. Guided Observance of National Science Day and Celebration of 125th Birth anniversary of Acharya Satyendra Nath Bose in association with Bangiya Bigyan Parishad on 28th February 2018
7. Guided for organizing International Seminar by the Department of Bengali (Topic: *Ekush Shatak: Bangla o Bangali*) on 6th & 7th March 2018
8. Guided with regard to the organization of workshops on “The Introduction of Semesterized Choice Based Credit System (CBCS) and The Course Curriculum at the Undergraduate Level” organized by the Department of Political Science on 13.06.2018 and the Department of History and the Department of Sanskrit on 18.06.2018
9. Guided organization of social awareness program related to Thalassemia & AIDS by NSS.
10. Guided organization of Career Counselling Program in the Department of Zoology.

**2.15 Plan of Action by IQAC/Outcome:**

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Sl. No.	Plan of Action	Achievements
01	Verification of PBAS of teachers for CAS promotion.	PBAS of seven teachers have been scrutinized and forwarded in two phases.
02	Initiative for filling up of vacant Teaching posts of the college.	Recommended for sending requisition to the competent authority for filling up vacant teaching posts.
03.	Monitoring for receiving the affiliation of Post Graduate Programmes in English, History and Botany.	Affiliation received from the University of Kalyani and the Post Graduate programmes in English and History have been introduced from the session 2018-19.
04.	To visit two hostels of the college for improvement of living conditions and other amenities.	Visits are made regularly and recommendations are made time to time for improving the living condition of the boarders.
05.	To organize Workshop on ICT and preparation of E-learning module for up-gradation of staff members.	Workshop on ICT and E- learning module has been organized to upgrade staff members.
06.	Plan for modernization of administrative office of the college.	Initiatives have been taken with regard to the modernization of office with the digitization of official procedure and records.
07.	Planning has been made to prepare the framework before the introduction of CBCS at the UG level.	Several Workshops have been organized towards successful implementation of CBCS at the UG level.

* *Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken:

The AQAR has been placed before the Governing Body and its approval has been received in the meeting dated 12.10.2018 (Vide Resolution No. 6 dated 12.10.2018)

**Part – B****Criterion – I****1. Curricular Aspects:****1.1 Details about Academic Programmes:**

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD
PG	1
UG	Honours: 18 General: 2 Major: 2
PG Diploma
Advanced Diploma
Diploma	00
Certificate	00
Others	05*
Total	23	05*

Interdisciplinary
Innovative

* Add-on Certificate Courses: Functional English, Yoga, Karate and Arts & Crafts and Computer Training.

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options**(ii) Pattern of programmes:**

Pattern	Number of programmes
Semester	01 (CBCS) PG Bengali
Trimester	05 (Career Oriented program)
Annual	22



1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects:

1. The institute follows the Syllabus and Curriculum as framed by the University of Kalyani. However, Board of Studies members of the institution from several departments (both Arts and Science at the UG level) contribute towards framing the syllabus and selection of topics for study.
2. The faculty members of the Institution at UG Board of Studies of University of Kalyani played active role in framing CBCS syllabus which will be introduced from the academic year 2018-19.
3. Postgraduate curriculum/syllabus is being monitored/regulated/revised by Board of Studies (PG) of the University of Kalyani.

1.5 Any new Department/Centre introduced during the year. If yes, give details:

Honours course in Computer Science introduced from the academic session 2017-18

Criterion – II

2. Teaching, Learning and Evaluation:

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
50	27	12*	...	11**

* including 03 Graduate laboratory Instructors,

** 01 Contractual Whole time teacher & 10 Govt. Approved Part Time Teachers.

**2.2 No. of permanent faculty with Ph.D.**

18

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
02	01	02	01

2.4 No. of Guest and Visiting faculty and Temporary faculty

60*

** Including P.G. Course***2.5 Faculty participation in conferences and symposia:**

No. of Faculty	International level	National level	State level
Attended	38	00	20
Presented papers	12	01	06
Resource Persons	02	00	03

2.6 Innovative processes adopted by the institution in Teaching and Learning:

1. Introduction of SMS Alert regarding the academic activities to the Students and their respective Parents.
2. ICT enabled Classrooms have been provided to the Departments of History, Bengali and Geography.
3. Effective use of Virtual classroom by the departments.
4. Access to e-resources through INFLIBNET-NLIST.
5. Arrangement of special class during the university examinations.
6. Arrangement of classes beyond normal routine for the students who are slow learners.

2.7 Total No. of actual teaching days during this academic year:

215



2.8 **Examination/ Evaluation Reforms initiated by the Institution** (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, On line Multiple Choice Questions):

- **Class Seminars are organized for the evaluation of the progress of the students.**
- **Specific academic assignments are delegated to the students.**
- **Open book tests are conducted for internal assessment.**

2.9 **No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop:**

08	08	08
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2.10 **Average percentage of attendance of students:**

75%

2.11 **Course/Programme wise distribution of pass percentage:**

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
UG-Bengali	58	NA	17.24	77.58	...	94.82
UG-English	73	NA	00	76.71	...	76.71
UG-Sanskrit	47	NA	55.31	42.55	...	97.87
UG-Philosophy	27	NA	14.81	66.66	...	81.48
UG-Sociology	14	NA	00	85.71	...	85.7
UG-Pol.Sc.	36	NA	8.33	80.55	...	88.9
UG-History	30	NA	6.7	83.33	...	90
UG-Economics	8	NA	62.5	37.5	...	100
UG-Physics	21	NA	61.90	19.04	...	80.95
UG-Chemistry	16	NA	43.75	56.25	...	100
UG-Mathematics	42	NA	23.80	69.04	...	92.85
UG-Physiology	25	NA	80	16	...	96
UG-Zoology	26	NA	84.61	3.85	...	88.46
UG-Botany	26	NA	50	46.15	...	96.15
UG-Environmental Science	15	NA	73.33	20	...	93.33



PG-Bengali	72	NA	87.5	11.11	...	98.61
Travel & Tourism management	03	NA	33.33	33.33	...	66.66
Communicative English	20	NA	15	50	...	65
UG-B.A General	75	NA	00	96	...	96
UG-B.Sc. General	14	NA	14.3	85.7	...	100

Distinguishing Result in University Examination:

1. First among all Science Departments on the basis of Result of University Honours Final Year Examination: **Jyoti Rungta, Student of Physiology Honours, obtained 712 in aggregate (89.00%)**

Title of the Programme		Distinguishing result in the university examination (Final Year)
1	UG-Sanskrit	First Class First
2	UG-Political Science.	First Class First & Second
3	UG-Economics	First Class First & Third
4	UG-Physics	First Class Second & Third
5	UG-Mathematics	First class First
6	UG-Physiology	First Class First & Second
7	UG-Sociology	First Class Second
8	UG-Botany	First Class First & Third
9	UG-Environmental Science	First Class Second
10	Communicative English (Major)	First Class First, Second & Third

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- IQAC enables the institution to sustain its academic environment by regularly tracking students' progression, faculty involvement in research as well as teaching learning process and rationalizing optimum use of resources.
- Feedback from students are analysed for assurance of quality teaching.

**2.13 Initiatives undertaken towards faculty development:**

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	...
UGC – Faculty Improvement Programme	...
HRD programmes	03
Orientation programmes	01
Faculty exchange programme	...
Staff training conducted by the university	...
Staff training conducted by other institutions	..
Summer / Winter schools, Workshops, etc.	..
Others(Papers presented in Seminar/Conference)	12

2.14 Details of Administrative and Technical staff:

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	24	13	00	16
Technical Staff	00	00	00	00
Hostel staff	1	23	...	25

Criterion – III**3. Research, Consultancy and Extension:****3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution:**

- **IQAC** supervised ongoing minor research projects in the college and took all efforts to ensure that proper infrastructure is provided to the individual researcher. Teachers acting as Principal Investigator of the research project are required to provide regular progress of their work to IQAC.
- Maintenance of Wi-fi connectivity to all departments.
- To motivate students towards research, there is provision for allotment of Rs. 5000/- per department per year to attend seminars and conferences.



3.2 Details regarding major projects: NIL:

	Completed	Ongoing	Sanctioned	Submitted
Number
Outlay in Rs. Lakhs

3.3 Details regarding minor projects): 03 ongoing

	Completed	Ongoing	Sanctioned	Submitted
Number	00	03	00	00
Outlay in Rs. Lakhs	00	9,32,535/-	00	

3.4 Details on research publications:

	International	National	Others
Peer Review Journals	07	05	00
Non-Peer Review Journals	01	07	01
e-Journals
Conference proceedings

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations:

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects
Minor Projects				
Interdisciplinary Projects				
Industry sponsored
Projects sponsored by the University/ College
Students research projects (other than compulsory by the University)
Any other
Total				



3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution:

Level	International	National	State	University	College
Number	01	00	00	05	12
Sponsoring agencies	College			College	College

Details of Conferences/Workshop/ Special lecture:

INTERNATION LEVEL:

Seminar on "Ekush Shatak : Bangla O Bangali" organized by the Department of Bengali on & from 6th-7th March, 2018.

UNIVERSITY LEVEL:

- 1. Workshop on Introduction of Semester System at UG level under the University of Kalyani organized in association with the University of Kalyani on 10.03.2018.*
- 2. Celebration of DNA Day on 25.04.2018, organized by University of Kalyani in its own campus and telecasted through virtual mode with interaction.*



3. *Workshop on “The Introduction of Semesterized Choice-Based Credit System(CBCS) and the Course Curriculum at the Undergraduate Level” organized by the Department of Political Science on 13.06.2018*
4. *Workshop on “The Introduction of Semesterized Choice-Based Credit System(CBCS) and the Course Curriculum at the Undergraduate Level” organized by the Department of Sanskrit on 18.06.2018*
5. *Workshop on “The Introduction of Semesterized Choice-Based Credit System(CBCS) and the Course Curriculum at the Undergraduate Level” organized by the Department of History on 18.06.2018*

COLLEGE LEVEL:

1. *Thalassemia Awareness Programme and Screening Camp organized by NSS unit and Women’s Cell (Aashapurna) on 30.01.2018 in association with Murshidabad Medical College.*
2. *National Science Day Celebration and Observance of 125th Birth Anniversary of Acharya Satyendra Nath Bose in association with Bangya Bigyan Parishad held on 28.02.2018*
3. *Awareness Programme for Preserving Heritage and Tradition on 26.03.2018.*
4. *AIDS awareness Programme-2018 and SOT Awareness, organized by NSS unit on 28.03.2018.*
5. *Natya Alochana-Drama: “Dropdi Mezhen” played by Brihi Natya Sangstha on 5.04.2018.*
6. *Workshop organized on “Use of ICT & Preparation of E-learning Module in Higher Educational Institution” on 09.03.2018*
7. *Seminar on “The Problem of Communalism and The Need for Strengthening Secular Democracy in India” organized by the Department of Political Science on 19.12.2017*
8. *“Prof. Amiya Rao-Priti Gupta-Rezaul Karim -5th Annual Memorial Lecture” on the occasion of Teachers’ Day celebration. The Theme of the seminar was ‘Science in Tagore’s Idea’. A ceremonial Conferment of Honour was bestowed upon the Eminent Poet and ‘Jnanpith and Sahitya Academy Awardee’ Prof. Satyabrata Ghosh (Sankha Ghosh), Ex-faculty member of this Institution, on 5th September 2017.*
9. *Invited Lecture Series on & from 1st December to 19th December, 2017, organized by the Department of Political Science.*
10. *Seminar on “Exploration of Indian Edible Plant: A Promise for Treatment of Variety of Cancers” - Speaker: Prof. (Dr.) Chitra Mondal, J C Bose National Fellow, CSIR- Indian Institute of Chemical Biology on 27.07.2017*
11. *Motivational Lecture under the supervision of Prajapita Brahma Kumaris Ishwariya Vishwa Vidyalaya on 20.12.2017 by Prof (BK) E. V. Swaminathan*
12. *Career Counselling Interactive Session on 16.11.2017 under the supervision of Management Development Institute, Murshidabad Campus.*



3.12 No. of faculty served as experts, chairpersons or resource persons :

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs : Nil

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	...
	Granted	...
International	Applied	...
	Granted	...
Commercialised	Applied	...
	Granted	...

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year:

Total	International	National	State	University	Dist	College
03	00	02	01	00	00	00

1. **Bhaskar Mahanayak** (Assistant Professor in Zoology): Outstanding Paper Award received in 2nd Regional Science & Technology Congress on 14-15th December 2017, organized by DST, WB in collaboration with University of Kalyani.
2. **Bhaskar Mahanayak** (Assistant Professor in Zoology): International Multidisciplinary Research Foundation (IMRF) Distinguished Teacher Award, received at International Conference on Advances in Women Entrepreneurship, Gender Equality, Law, Business and Social Sciences, 2018 held on 13th April 2018 at Shri Ram College of Commerce & Science, Bhandup (W), Mumbai.
3. **Subhasree Chakraborty** (Assistant Professor in Economics): International Multidisciplinary Research Foundation (IMRF) Distinguished Teacher Award, received at International Conference on Advances in Women Entrepreneurship, Gender Equality, Law, Business and Social Sciences, 2018 held on 13th April 2018 at Shri Ram College of Commerce & Science, Bhandup (W), Mumbai.



**3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them**

** One student admitted for University and Ph. D Registration of another student is under process.*

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JR SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

** "The Best NSS Volunteers Award" by University of Kalyani.*

3.24 No. of Awards won in NCC:

University level State level
National level International level

**Mou Dutta, NCC cadet of Berhampore Girls' College secured the first position in the 'B' level certificate examination 2018.*

3.25 No. of Extension activities organized:

University forum College forum
NCC NSS Any other



3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility:

- Distributed blanket to the boarders of “*Shilayan Home*” on 14th January 2018.

NSS Activities:

1. Distributed sapling to the villagers of the adopted village on 10.07.17.
2. Orientation Programme on 21.07.17.
3. Observed NSS Day on 24.09.17.
4. Participated in the rally of World Aids Day on 1.12.2017 organized by the CMOH office.
5. Special Camp from 15.01.18 to 21.01.18.
6. Thalassemia Awareness Programme & Screening Camp on 30.01.18.
7. *Swachhha Aviyan* at College campus on 15.02.18.
8. Blood Donation Camp on 21.02.18.
9. AIDS Awareness Programme on 28.03.18.

NCC Activities:

1. Participated at International Yoga Day by NCC Cadets on 21.06.2018 at Sargachi Ramkrishna Mission.
2. Two cadets participated in National Integration Camp at Sikkim from 1.12.2017 to 10.12.2017.
3. Local Republic day camp was observed by a cadet at Kolkata, 1.1.2018 to 26.1.2018.
4. Celebration of World AIDS Day on 1.12.17
5. Celebration of Republic Day at District level on 26.1.2018.
6. Celebrated World Water Day on 22.03.2018.
7. Organized ‘Tree Plantation Programme’ on 3.4.2018.

**Criterion – IV****4. Infrastructure and Learning Resources:****4.1 Details of increase in infrastructure facilities:**

Facilities	Existing	Newly created	Source of Fund	Total
Campus area (including Staff Quarter and New hostel)	41832.31m²	...	N.A	41832.31m²
Old Hostel area	8258.80m²	8258.80m²
Class rooms	44	3*	College Fund	47
Laboratories	23	1**	College Fund	24
Seminar Halls	02	...	N.A	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	00	00
Value of the equipment purchased during the year (Rs. in Lakhs)	103.61	1.49	College fund	105.10
Others

* *Newly created class room for Dept. of Geography*

** *Newly created laboratory of Dept. of Geography*



4.2 Computerization of administration and library:

- Library database could be searched from all the computers installed in the library.
- A separate internet browsing corner is in the first floor of the library.
- Both Library and administrative building is a Wi-fi enabled zone.
- Online journals are accessible through INFLIBNET.
- Institutional Digital Repository (IDR) Services is installed in the library with reprographic services.
- Bar coding of new books is completed.
- Orientation Program designed for students to facilitate their library use and to acquaint them with digital book search.
- Human Resource Management System (HRMS) is used by office for financial activities.
- Scholarship records are maintained online.
- Online admission process has been made more effective.
- Digitization of office records.

4.3 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	37447	Rs. 23,99, 798.93	1376	Books Rs. 3,89,320 Journal Rs. 43329/-	38823	Rs. 28,32,44 7.95
Reference Books						
e-Books	N-LIST		N-LIST			
Journals	18		18+01=19			
e-Journals	N-LIST		N-LIST			
Digital Database	24,000		2,300			
CD & Video	51		05			
Others:			Daily Newspaper and Job related	Newspap ers- Rs. 10,800	08	Rs. 10,800



			Newspaper =8			
Remedial Coaching (Books)	844	Rs. 1,80,000.00	844	Rs. 1,80,000.00
Coaching for entry in services (Books)	1015	Rs. 1,80,000.00	1015	Rs. 1,80,000.00

4.4 Technology up gradation (overall):

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	110	18	110	4	32	7	32	14
Added	0	0	0	0	0	0	0	0
Total	110	18	110	4	32	7	32	14

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Training imparted to teachers on 'Use of ICT and Preparation of e-learning Module in Higher Education Institution' on 09.03.2018.
- Our office staffs were trained for 'E-management for College' by District Administration and Higher Education Department, Government of West Bengal.

4.6 Amount spent on maintenance in lakhs:

i) ICT	2.57 Lakhs
ii) Campus Infrastructure and facilities	23.95 Lakhs
iii) Equipments	0.15 Lakhs
iv) Others	3.6 Lakhs
Total:	30.27 Lakhs



Criterion – V

5. Student Support and Progression:

5.1 Contribution of IQAC in enhancing awareness about Student Support Services:

1. Awareness generation about student support services of the college like use of main library of the college, Departmental Library, Book Bank facilities, Computer Centres, Browsing Centres, Hostel facility, Wi-fi connectivity, Photocopy Centre, Gymnasium, Canteen facility, safe drinking water facility etc to newly admitted students.
2. Orientation Programme organized for First year students on the first day of academic session.
3. Guidance with regard to organizing Functional English, and other Add-on (Certificate) Courses like Computer Training, Yoga, Karate, Arts & Crafts for the skill development of the students.
4. Regular visit to the hostels and supervision of the entire management system.

5.2 Efforts made by the institution for tracking the progression:

1. On the basis of the performance of Internal Assessment students are rationally classified into three categories: Advanced Learners, Average Learners and Slow Learners. Supportive measures are taken in accordance to the need of the three categories.
2. After the publication of University results, the performance of the students is evaluated with care by the Departments and the Academic Committee for tracking students' progression and measures are taken to improve their performance in the next year.

5.3 (a) Total Number of students:

UG	PG	Ph. D.	Others
2170	144

(b) No. of students outside the state

(c) No. of international students



No	%	Men	No	%	Women
...	...		2314	100.00	

Last Year (UG)						This Year (UG)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1028	603	66	755	23	2475	1089	450	58	569	04	2170

**Demand ratio UG-6:1
PG-1:1**

Dropout %: UG -2.39%

PG- 0.00%

5.4 Details of student support mechanism for coaching for competitive examinations (If any):

- With a view to extend support mechanism, a Career Counselling Interactive Session was organised on 16.11.2017 under the supervision of Management Development Institute, Murshidabad Campus.
- With a view to inculcate the competitive spirit among the students, career oriented courses like Functional English, Computer Training etc are provided to them.
- Career Counselling Training Programme and Motivational Classes are organised periodically to enable and prepare the students for the competitive globalised world.

No. of student beneficiaries:

(i) Functional English

(ii) Compulsory computer training:

5.5 No. of students qualified in these examinations:

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others



5.6 Details of student counselling and career guidance:

- A Career Counselling Interactive Session was organised on 16.11.2017 under the supervision of Management Development Institute, Murshidabad Campus.
- Career oriented Add-on (Certificate) Courses are organised with a view to prepare the students for the competitive world.

Career Counselling Session	240
Add-on Courses	1355
No. of students benefitted	1595

5.7 Details of campus placement:

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
...

5.8 Details of gender sensitization programmes:

- The college in collaboration with *Begum Rokeya Nari Unnayan Samiti* observed International Women's Day on 08.03.2018.
- A gender sensitization programme namely- Natya Alochana-Drama: "Dropdi Mezhen" played by Brihi Natya Sangstha on 05.04.2018.

**5.9 Students Activities****5.9.1 No. of students participated in Sports, Games and other events:**

State/ University level National level International level

**University Level Kho-kho Competition and athletics and State Level Sports Championship, Organized by DPI, Govt. of WB.*

All India Level Yoga Competition (East Zone).

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events:

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

**Shabnam Banu stood Second in State Level Drawing Competition.*

5.10 Scholarships and Financial Support:

	Number of students	Amount
Financial support from institution	08	Rs. 9620.00
Financial support from government	1208 (forwarded to the competent authority)	Amount of scholarship directly deposited to the Bank account of the student.
Financial support from other sources	05	Rs. 15,450.00 (Dr. Chaitali Saha Scholarship)
Number of students who received International/ National recognitions

5.11 Student organised / initiatives:

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level



5.12 No. of social initiatives undertaken by the students:

28

5.13 Major grievances of students (if any) redressed: **No major complaint has been placed for redressal.**

Criterion – VI:

6. Governance, Leadership and Management:

6.1 State the Vision and Mission of the institution

Vision:

- To prepare analytically sound and rational young students in order to enable them to emerge as citizens who would avow traditional values as well as scientific knowledge.
- Prepare the students of the challenges and opportunities they face in life as well as to enable them to formulate an appropriate *road map* to reach our cherished destination.
- To occupy a preeminent position among the other institutions in the district with regard to academic excellence, disciplinary measures and well-avowed cultures.
- To create and pave the path of women empowerment through forging new perspectives and ways of a normative system of education.

Mission:

- To uphold the motto of the institute, *Sa Vidya Ya Bimuktaye- that is knowledge which leads to emancipation.*
- To empower the young girls through education and by instilling a quality of mind that is at once receptive to new ideas and also to positive values of society.
- To always garner and foster the noble goal of academic excellence through moulding a consciousness that seeks to grapple with the global challenges of the rapidly changing society.
- To create chastened souls through proper education who can contribute to the national development.

**6.2 Does the Institution has a Management Information System:**

The Institute has a comprehensive and an effective management information system that develops an active academic and administrative interactive domain between the administrative body, teachers, non-teaching members and students.

6.3 Quality improvement strategies adopted by the institution for each of the following:**6.3.1 Curriculum Development:**

As the institute has no direct role to play with regard to the Curriculum at the UG level, at the onset of every new session, the Principal of the college convenes a staff meeting where all the matters relating to the specific date of starting classes and a functional strategy is formulated for implementation. However, faculty members who are the members of the Board of Studies in the different subjects actively work for the formation of the syllabus as per instructions and modern trends in education system.

6.3.2 Teaching and Learning:

1. Most of the departments of the institute have ICT enabled class-rooms and the library has also ICT enabled facilities with repository and reprographic facilities for upholding an interactive and vibrant teaching-learning process.
2. With a view to making the teaching and learning process more effective, the method of educational surveys, field study, excursion etc are used from time to time.
3. Quite a number of Add-on (Certificate) Courses like, Computer Training, Functional English, Yoga, Karate (Self Defence) and Arts and Crafts are running to make the students more well-equipped both physically and mentally and to be updated in the competitive world.
5. A complete UG programme Communicative English as Major Course is also running in the institute for the assurance of progression of the students.
5. Very often the Conference Room with ICT enabled facilities is also used for various participatory programmes and invited/special lectures.



6.3.3 Examination and Evaluation:

1. The institute is affiliated to the University of Kalyani and the entire examination and evaluation process at both UG and PG level is operated in accordance with the instructions of the affiliating University. It deserves mention that quite a large number of Faculty members of the institute are involved in the Examination and Evaluation process who contribute themselves to make the process more transparent and active in nature.
2. Class tests and Internal Assessments are held on regular basis and these have consequential positive effect over the students' performance.
3. University Examinations are held as per the scheduled routine devised by the affiliating university.
4. Sometimes Project works are assigned to the students on the basis of the syllabus as prescribed by the affiliating University and the students have to present their Project works in presence of the students and faculty members of the respective departments for evaluation.
5. Often Class Seminars are arranged (in which the students have ample scope for playing the role of the speakers) on the specific topic as prescribed in the syllabus.

6.3.4 Research and Development:

- At present 03 Minor Research Projects are running in the college.
- Academicians, scientists and subject experts have been invited to the institute who have acted as resource persons in different seminars organized by the college.
- The library has access to e-journals and e-books through INFLIBNET N-LIST. The resource of reference and text books as well as quite a few journals available in the library nurtures the incessant research potentiality among the faculty. The Digital Database was also enhanced in the library.
- Research publications made by the teaching faculty in different books and journals and the Faculty members have been encouraged to submit Major Research Projects and to secure research funds from different funding agencies.
- The committee for Research and Extension activities ensures the creation of provision of required infrastructural development for the promotion of research activities in the college.



6.3.5 Library, ICT and physical infrastructure / instrumentation

Library:

- An effective management system exists in the library which functions and executes recommendations proposed by the Library sub-committee.
- ICT and Wi-Fi enabled facilities are available in the library.
- Book bank facilities are available.
- Students are entitled to Reprographic facilities.
- Open access for books and journals for the students are readily available.
- Access to e-journals and e-books through INFLIBNET N-LIST.
- Institutional digital repository facilities are available.
- The Library Committee under the leadership of the Librarian also collects feedback as input regarding the students' satisfaction on the library facilities.
- Best library users are awarded each year.

ICT:

- Total number of ICT enabled class rooms: **14**
- Virtual class room : **01**
- Presence of Wi-fi facility in the campus
- Training of staffs on the use of ICT on 09.03.2018

Physical infrastructure/instrumentation:

- Total campus area: **41832.31 m²**
- Total hostel area: **8258.80 m²**
- Total number of class rooms:**47**
- Total number of Science lab : **23**
- Total number of Language lab: **01**
- Total number of Seminar halls: **02**
- A well furnished ICT enabled air conditioned Conference Hall is utilized for meeting, panel discussions, special lectures, seminars etc.



6.3.6 Human Resource Management:

- The aim of the management of the institute is to promote human resource mobilization among the teachers, non-teaching members, students, stakeholders, alumni, in a way that would enable an effective teaching learning process.
- The institute has an incessant effort to promote the value-based learning programmes like, Yoga, Karate (Self Defence) and Arts and Crafts among the students.
- The institute always tries to promote the well-being and sustenance of staff through a number of welfare schemes like Co-operative Society, provision of Group Insurance Scheme, etc.
- The faculty members are always allowed to attend different Orientation Programmes, Refresher Courses, Faculty Development Programmes, teaching and research methodology programmes etc.
- Non-teaching members are also allowed to take part in the different programmes to enhance their technical skill so that they can assure their participatory role in the institute.

6.3.7 Faculty and Staff recruitment:

- The institute has been enabled to fill in two vacant teaching posts - one in the Department of Bengali and one in the Department of Chemistry through the recommendation of the West Bengal College Service Commission. This has helped to enhance the progression of teaching learning process in the college.
- Guest teachers (G.B. approved) are recruited as per need of the different departments in the institute.
- Non-teaching members are also recruited as per government rules.

6.3.8 Industry Interaction / Collaboration:

- The institute has made effective communication with different nationalised banks for arranging on-job training programme for the students of Communicative English that invariably increase their professional expertise.
- Organised Career Counselling Interactive Session on 16.11.2017 under the supervision of Management Development Institute, Murshidabad Campus.



6.3.9 Admission of Students:

The college tries its best to maintain total transparency with regard to the admission process in accordance with the norms and criteria of the University of Kalyani and also the rules and regulations issued by the Central and State Governments. The Salient points of admission process are the followings:

- Admission process for both the PG and UG students has been done on the online mode as per the instructions of the Government of West Bengal.
- After the publication of the H.S. Examination result of West Bengal Council of Higher Secondary Education (and other Board Examinations like ISC & CBSE), Admission Notice is duly uploaded in the college website:
www.berhamporegirlscollege.org mentioning all necessary information with regard to the procedures, courses offered, criteria, important dates etc.
- Admission notices are displayed on the college Notice Boards.
- The On-line Admission Committee of the College in association with the staff members conduct the process of admission with full responsibility and efficiency.

6.4 Welfare schemes for:

Teaching	<ol style="list-style-type: none"> 1. Berhampore Girls' College Employees Co-operative and Credit Society (ECCS) Ltd. for retirement benefits and the provision of loans without delay. 2. Teachers' Aid Fund managed by the Teachers' Council of the Institution for supporting students/poor persons.
Non teaching	<ol style="list-style-type: none"> 3. Berhampore Girls' College Employees Co-operative and Credit Society (ECCS) Ltd. for retirement benefits and the provision of loans without delay.



Students	<ol style="list-style-type: none"> 1. The college enables to provide Full freeships and Half freeships in tuition fees. 2. Students are entitled to avail Merit-cum-means-Scholarships. 3. SC & ST Stipends from the Backward Class Welfare Department, Government of West Bengal are provided to the students. 4. The students belonging to the minority community are entitled to avail Minority Scholarships from the Minority Welfare Department, Government of West Bengal. 5. Scholarships under <i>Kanyashree Prakalpo</i> (for girl students) under the Government of West Bengal are provided. 6. Memorial Awards, Memorial Prizes and College Prizes are provided. 7. Health Care facilities from Health Centre of the college. 8. Book Bank facility for the needy students.
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6.5 Total corpus fund generated: 74.75 lakhs

* *Total Fund of Endowment, Memorial, Donation and Trust Fund and ECCS fund.*

6.6 Whether annual financial audit has been done Yes No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	IQAC
Administrative	Yes	IQAC

6.8 Does the University/ Autonomous College declare results within 30 days?

Not applicable for the college.

For UG Programmes Yes No

For PG Programmes Yes No



6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Not Applicable for the College

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Not applicable for the College

6.11 Activities and support from the Alumni Association:

- i) Financial support provided to Kakali Das (Ex-student of our college) for cancer treatment (Rs twenty five thousand).
- ii) Organized tree plantation programme in presence of ex-teachers and SDO, Berhampore Sadar.
- iii) Opened a separate Web-site by the Alumni (www.bgcpraktani.org).
- iv) Published a magazine “*Amiya*” – A collection of writings written by eminent personalities.
- v) Organized a seminar on “Mental Health of Aged Person” on 26th January, 2018.
- vi) Presented a “Documentary” on founder Principal, Prof. Amiya Rao, legendary Principal, Prof. Priti Gupta and freedom fighter and former teacher, Dr. Rezaul Karim.
- vii) Eminent archaeologist and ex-student, Dr. Monira Khatun and the first batch student Smt. Subhadra Dasgupta were felicitated by the *Praktani* on 26th January 2018.
- viii) Published the Annual Calendar with several important pictures of our college for the year 2018.

6.12 Activities and support from the Parent – Teacher Association:

1. Though there is no formal Parent-Teacher Association, Parents are invited in the college discussing issues related to the betterment of the students. The different departments of the college regularly convene parent-teacher meeting to discuss the performance of the students.
2. To strengthen parent-teacher association regular feedbacks are courted both through a formal feedback system and also in informal ways.

**6.13 Development programmes for support staff:**

- The institute has enabled to create a healthy relational space among the teaching and non-teaching staff members of the college. The support staff are encouraged to gather technical knowledge by attending workshops, seminars and conferences.
- Sri Nilamber Jha participated in e-pension programme organized by Higher-Education Department, Government of West Bengal.
- Sri D. Mukherjee participated in several training programmes of *Kanyashree Prakalpo* (for girl students), organized by the District Magistrate, Murshidabad.
- Office staff participated in several programmes organized by the District Treasury Office, Finance Department, Government of West Bengal for newly introduced HRMS account system.
- Office staff actively participated in the ICT workshop organized by the college authority.

6.14 Initiatives taken by the institution to make the campus eco-friendly:

The college is characterized with greeneries and hygienic environment. It promotes the pollution free and soundless alternative source of energy and Solar Panel Units.

1. The campuses have been declared as “No Smoking Zone” and “Plastic Free Campus”.
2. No garbage is allowed to be burnt in the campus.
3. Tree plantation programmes are organized on the “World Environment Day” and *Arannya saptaha* has been observed with enthusiasm.
4. Keeping in view the preservation of species the college campus has been demarcated accordingly.
5. The NSS and NCC volunteers assist in sustaining the greeneries of the campus. Quite relevantly, a portion of the college is maintained by the NSS Unit.



Criterion – VII

7. Innovations and Best Practices:

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

For the assurance of sustainable development and preservation of its natural resources, efforts have always been made throughout the year. They are as follows:

1. The Conferment of Honour was already introduced in the academic session – 2016-17. The ceremonial Conferment of Honour for the 2016-17 session was bestowed upon the eminent historian and alumna of the institute, Dr. Bharati Roy. It deserves mention that the ceremonial Conferment of Honour was highly ennobled for the session 2017-18 by being bestowed upon the eminent poet, social activist, academician and former teacher of the college Prof. Sankha Ghosh.
2. The college introduced “Dress Code” for the students during the academic session, 2017-18. This has helped to uphold the value system of the institute.
3. Construction of block (second floor of the main building) has enabled to create quite a number of class rooms and laboratories which helped extensively infrastructural development.
4. Organized seminar on “Exploration of Indian Edible Plant: A Promise for Treatment of Variety of Cancers” (Speaker: Prof. (Dr.) Chitra Mondal, J C Bose National Fellow, CSIR-Indian Institute of Chemical Biology) on 27.07.2017.
5. Organization of International Seminar by the Department of Bengali, Topic: *Ekush Shatak: Bangla o Bangali* on 6th & 7th March 2018.
6. Organised *Career Counselling Interactive Session* on 16.11.2017 under the supervision of Management Development Institute, Murshidabad Campus.
7. The N.S.S. and N.C.C. Units of the college organize tree plantation programmes, cleansing programmes in the college campuses as well as in the adjoining locality.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year:

1. The affiliation of Post Graduate Courses in English and History has been received and these have been successfully introduced in the institute.



2. The affiliation of Honours Course in Computer Science has been received and this has been successfully introduced in the academic session 2017-18.
3. The construction of second floor in the main building and the toilet block in the second floor of the annex building has been accomplished. The Department of Geography has been shifted in this newly constructed block in the second floor.
4. The works of the Ground Floor of the Post Graduate Hostel has been completed which has enabled to create additional accommodation of the students.
5. The proposal for the construction of New Academic Building has been placed to the Department of Higher Education, Government of West Bengal.
6. The proposal for the construction of Indoor Stadium has been approved and the construction is in the process.
7. The steps for the regularization of ROA for Non-teaching employees have been taken up and it is to be submitted for regularization.
8. The authentication of the ROA of the Teaching Posts has been received.
9. The digitization of the administrative office of the college is in the process and it has partially been done.
10. Quite a number of workshops have been arranged in the college with regard to the proposed CBCS system and the system has duly been introduced.
11. The maintenance of the access to e-resources through INFLIBNET-NLIST, LINUX based open source software Koha and DSpace have been accomplished. The Digital database has also been enhanced.
12. The construction of the Toilet Block in the Department of Botany has been completed.
13. Electrical wiring of the Staff quarter is done.
14. The R.O. system in the hostel campus has been installed.

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals):

- | |
|--|
| <ul style="list-style-type: none">➤ Provision of Memorial Prizes, College Prizes and Endowments for the students for their academic excellence, and also excellence in Co-curricular and Extra-curricular activities.➤ Maintenance of Eco-friendly environment in the campus. |
|--|

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

**7.4 Contribution to environmental awareness / protection:**

1. Organized Seminar on “Exploration of Indian Edible Plant: A Promise for Treatment of Variety of Cancers” on 27.07.2017.
2. *Motivational Lecture* under the supervision of Prajapita Brahma Kumaris Ishwariya Vishwa Vidyalaya on 20.12.2017.
3. The college has an incessant effort for the protection of the greeneries and gardens of the two campuses which are shadowed and bowered with many quaint and gigantic trees. A full time gardener is always careful in keeping up the campus more attractive.
4. The Campus Maintenance and Beautification/Green and Environment Conservation Committee is careful to maintain the greeneries of the campuses.
5. Solar Panels are being maintained in the different corners of the campus.
6. Energy saving tubes and CFL sets has been installed.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis):**Strength:**

- The ennobled tradition of the institute and the belief of the stakeholders and their adherence to it.
- A peaceful academic environment free from any disturbance.
- Well-disciplined students and their praiseworthy academic performance.
- Open space and sufficient infrastructural facilities of the college.
- Sufficient hostel accommodation facilities.
- Dedicated faculty members with pro-student attitude.

Weakness:

- A significant number of students are first and second generation learners.
- Economic backwardness of the families from which the students come and seek admission.
- Inadequate number of teaching and non-teaching faculty.

Opportunities:

- Scope of assuring more infrastructural development and the possibility for introducing more PG courses in Arts and Science departments.
- Prospective students who possess potentiality to compete globally.
- Scope for achieving global standard with regard to academic excellence.
- Scope for using e-journals and e-books through INFLIBNET N-LIST.



Threat:

- To make the students well equipped with competency for the competitive globalized world.
- To fill up a large number of existing vacancies of teaching posts reserved for the SC/ST category candidates and non-teaching posts.
- To retain the vision and mission of the institute in the era of consumerism.

7. Plans of institution for next year:

- (i) Steps for sending the appeal with regard to the Solar Plant under the “ALOSREE” Project, Government of West Bengal.
- (ii) Steps for the automation of the administrative office of the college.
- (iii) Construction of Class Room on the second floor in the main academic building.
- (iv) Construction of a separate Toilet Block.
- (v) Construction of Science Block on the second floor in the main Academic Building.
- (vi) Steps for the installation of a Water ATM with the help of the Berhampore Municipality.
- (vii) Re-installation and upgradation of CCTV in the two hostels of the college for the assurance of more students' security.
- (viii) Steps for re-submission of appeal for the construction of New Academic Building to the Government of West Bengal.
- (ix) Steps for the submission of appeal for the creation of teaching and non-teaching posts in accordance with the G.O. of West Bengal.
- (x) More steps for the maintenance of Eco-system of the college campus and hostel campuses.
- (xi) Steps for opening of an Aid Fund for providing financial support to the students/staff members whenever necessary.

Name : Dr. Md.Khairul Anam

Name : Dr. Hena Sinha

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC



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Phone : (03482) 251193

BERHAMPORE GIRLS' COLLEGE

(GOVERNMENT SPONSORED)

(NAAC ACCREDITED)

P.O. BERHAMPORE



DT. MURSHIDABAD

WEST BENGAL □ PIN CODE - 742101

Annexure I

ACADEMIC CALENDAR: 2017-2018

[1ST July, 2017 to June, 2018]

Date	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
1	HOL. D	FD	FD	HOL.D	HOL. D	FD	HOL. D	FD	HOL.D	SUN. D	HOL. D	SR & UE
2	SUN. D	FD##	HOL. D	HOL.D	FD	HOL. D	FD	FD	HOL.D	FD	HOL. D	SR& UE
3	FD#	FD	SUN. D	HOL.D	FD	SUN. D	FD	HD	HD	FD	FD	SUN. D
4	FD	FD	FD	HOL.D	HOL. D	FD	FD	SUN. D	SUN.D	FD	FD	SR& UE
5	FD	HD	FD	HOL.D	SUN. D	FD	FD	FD	FD	FD	HD	SR& UE
6	FD	SUN. D	FD	HOL.D	FD	FD	HD	FD	FD	FD	SUN. D	SR& UE
7	FD	FD	FD	HOL.D	FD	FD	SUN. D	FD	FD	HD	FD	SR & UE
8	HD	FD	FD	HOL.D	FD	FD	FD	FD	FD	SUN. D	FD	SR& UE
9	SUN. D	FD	HD	HOL.D	FD	HD	FD	FD	FD	FD	HOL. D	SR & UE
10	FD	FD	SUN. D	HOL.D	FD	SUN. D	FD	HD	HD	FD	FD	SUN. D
11	FD	FD	FD	HOL.D	HD	FD	FD	SUN. D	SUN.D	FD	FD	SR& UE
12	FD	HD	FD	HOL.D	SUN. D	FD	OBS. D	FD	FD	FD	HD	SR& UE
13	FD	SUN. D	FD	HOL.D	FD	FD	HD	FD	FD	FD	SUN. D	SR & UE
14	FD	HOL. D	FD	HOL.D	FD	FD	SUN. D	HOL. D	FD	HOL. D	FD	SR& UE
15	HD	OBS. D	FD	HOL.D	FD	FD	FD	FD	FD	HOL. D	SR & UE	SR & UE
16	SUN. D	FD	HD	HOL.D	FD	HD	FD**	FD	FD	SUN. D	SR& UE	SR& UE
17	FD	FD	SUN. D	HOL.D	FD	SUN. D	FD**	HD	HD	FD	SR & UE	SUN. D



18	FD	FD	FD	HOL.D	HD	FD	FD**	SUN.D	SUN.D	FD	SR&UE	SR &UE	
19	FD	HD	HOL.D	HOL.D	SUN.D	FD*	FD**	FD	FD&TE II,I	FD	SR &UE	SR &UE	
20	FD	SUN.D	FD	HOL.D	FD	FD*	HD	FD	FD&TE II,I	FD	SUN.D	SR&UE	
21	FD	FD	FD	HOL.D	FD	FD*	SUN.D	FD	FD&TE II,I	HD	SR&UE	SR &UE	
22	HD	FD	FD	SUN.D	FD	FD*	OBS.D	FD	FD&TE II,I	SUN.D	SR&UE	SR&UE	
23	SUN.D	FD	HD	FD	FD	HOL.D	OBS.D	FD	FD&TE II,I	FD	SR &UE	ADM	
24	FD	FD	SUN.D	FD	FD	SUN.D	FD	HD	HD&TE II,I	FD	SR&UE	SUN.D	
25	FD	FD	HOL.D	FD	HD	HOL.D	FD	SUN.D	SUN.D	FD	SR &UE	ADM	
26	FD	HD	HOL.D	FD	SUN.D	FD	OBS.D	FD	FD&TE II,I	FD	SR&UE	ADM	
27	FD	SUN.D	HOL.D	HOL.D	FD	FD	HD &TE III	FD	FD&TE II,I	FD	SUN.D	ADM	
28	FD	FD	HOL.D	HD	FD	FD	SUN.D	FD	FD&TE II,I	HD	SR &UE	ADM	
29	HD	FD	HOL.D	SUN.D	FD	FD	FD &TE III		FD&TE II,I	SUN.D	SR &UE	ADM	
30	SUN.D	FD	HOL.D	FD	FD	HD	FD &TE III		HOL.D	HOL.D	SR&UE	ADM	
31	FD	FD		FD		SUN.D	FD &TE III		HD&TE II,I		SR &UE	ADM	

N.B. : FD - FULL DAY, HD - HALF DAY, HOL.D - HOLI DAY, SR - SUMMER RECESS, SUN.D - SUNDAY
 UE-UNIVERSITY EXAMINATION, OBS.D - OBDERVATION DAY, TE - TEST EXAM.

ADM - ADMISSOON

COMMENCEMENT OF 1ST YEAR & 3RD YEAR CLASSES

COMMENCEMENT OF 2ND YEAR CLASSES

* ANNUAL SPORTS COMPETITION

** ANNUAL CULTURAL COMPETITION



Annexure II

The Two Best Practices of the College

1. **Provision of Endowments, Memorial Prizes and College Prizes for the Academic Excellence, Co-curricular and Extra-curricular Activities and**
2. **Eco-friendly Environment of the Campuses.**

BEST PRACTICE- I

❖ **Title of the Practice:**

Provision of Memorial Prizes, College Prizes and Endowments for the Academic Excellence, Co-curricular and Extra-curricular Activities.

❖ **Goal:**

- To uphold the ethical values and golden tradition of the institute.
- To boost up the young girls to be target-oriented.
- To encourage the students to grapple with the global challenges.
- To grow reading habit of the students in the way to their academic development.
- To sensitize the girls for their career.
- To motivate the students to be committed, confident and competent.

❖ **The Context:**

“The necessity of such an institution in the district headquarter is urgent and I think every endeavour should be made towards fulfilment of the object” (1946) – This was an appeal of Mr. B. G. Rao (I.C.S.), the then District Collector of Murshidabad and founder of Berhampore Girls' College. The implication is very clear and the mission and objective can easily be understood from this appeal. And, therefore, since its inception, the institute has been rendering its valuable services to empower and emancipate the young girls through education. Prof. Amiya Rao, the founder Principal and her successor Prof. Priti Gupta had given proper leadership for proper education by inculcating the words of wisdom and noble spirit of discipline among the learners. These visionary personalities understood the fact that the girls are underprivileged but they have enough potentialities. These initiators accompanied by a number of dedicated teachers and officials thought of a



strategic plan to encourage the girls by appreciating their performances in all spheres with rewards. And, the uninterrupted journey of the institute is pursued by the policy: 'appreciate and inspire for progression' and the principle: 'No Student without support'. On the basis of these noble ideals, the institute has started an innovative practice of conferring Memorial Prizes, College Prizes and Endowments for the students as recognition of their Academic Excellence, Co-curricular and Extra-curricular Activities. Hopefully and quite fruitfully, this value-based practice is being promoted for more than fifty years.

❖ **The Practice:**

Indeed, a large number of Memorial Prizes, College Prizes and Endowments are provided for Academic Excellence and a number of college prizes are also provided for their achievement in the Annual Cultural Competitions. In addition, the students are also awarded for their extraordinary performances. Many prizes and endowments are contributed by the outside stakeholders. Every year the students have an ample scope to receive the glittering trophies and books from the honourable guests amidst encouraging applause from the audience on the observance and celebration of the College Foundation Day.

• **Memorial Prizes and College Prizes:**

The Memorial Prizes and College Prizes awarded to the students in 2018 on the basis of performance of the (3 Yrs. Degree) B.A. /B.Sc. (Honours and General) Part-I, II & III Examinations – 2017 and PG in Bengali under Kalyani University of which list is given below:

Sl. No.	Title of the Award/Prize/ College Prize/Endowment	In recognition of - (Considering the college performance)
1.	<i>(i) Amiya Rao Memorial Award</i>	First Class First in Honours and the Best Student of the College for the year 2017-18.
2.	<i>(i) Priti Gupta Memorial Award</i>	First Class First in Honours (Arts & Science combined)



3.	<i>(i) Surama Devi Memorial Award</i>	First in B.A. - Honours
4.	<i>(i) Shovona Devi Memorial Prize</i>	First in B.A.- Honours
5.	<i>(i) Arunprakash Memorial Prize</i>	First in Sanskrit (Honours)
6.	<i>(ii) Prof. Kalika Charan Memorial Prize</i>	
7.	<i>(iii) Prof. Bibha Sen Memorial Prize</i>	
8.	<i>(iv) College Prize</i>	
9.	<i>(i) Prof. Kalihar Sarkar Memorial Prize</i>	First in Philosophy(Honours)
10.	<i>(ii) Prof. Nilima Chowdhury Memorial Prize</i>	
11.	<i>(iii) Sumangala Samaddar Memorial Prize</i>	
12.	<i>(iv) College Prize</i>	
13.	<i>(i) Prof. Indulekha Chakraborty Memorial Prize</i>	First in B.A.- Honours
14.	<i>(i) Sharmistha Memorial Prize</i>	First in History (Honours)
15.	<i>(ii) Prof. Ashok Kr. Sarkar Memorial Prize</i>	
16.	<i>(iii) College Prize</i>	
17.	<i>(i) Nirad Baran Memorial Prize</i>	First in Political Science (Honours)
18.	<i>(ii) Prof. Gautam Upadhyay Memorial Prize</i>	
19.	<i>(iii) College Prize</i>	
20.	<i>(i) Anjali Memorial Prize</i>	First in Bengali (Honours)
21.	<i>(ii) Amullya Charan Mandal Memorial Prize</i>	
22.	<i>(iii) College Prize</i>	
23.	<i>(i) Basanti Devi Memorial Prize</i>	
24.	<i>(ii) Nibedita Saha Memorial</i>	



	Prize	
25.	(iii) Sumita Roy Memorial Prize	First in English (Honours)
26.	(iv) Kamala Bhattacharjee Memorial Prize	
27.	(v) Subhankar Bhattacharjee Memorial Prize	
28.	(vi) Dr. Subarna Banerjee (nee Mukharjee) Memorial Prize	
29.	(vii) College Prize	
30.	(i) Nandarani Mukharjee Memorial Prize	First in the Sociology
31.	(ii) Sumangala Samaddar Memorial Prize	
32.	(iii) College Prize	
33.	(i) Prof. Rezaul Karim Memorial Prize	First in the Science Subjects
34.	(ii) Bhabanishankar De Memorial Prize	
35.	(i) Nibedita Memorial Prize	First in Physics (Honours).
36.	(ii) College Prize	
37.	(i) Prof. Dinabandhu Chattapadhyay Memorial Prize.	First in Chemistry (Honours).
38.	(ii) Sankho Kapil Sen Memorial Prize	
39.	(iii) College Prize	
40.	(i) Shankari Pal Memorial Prize	First in Mathematics (Honours).
41.	(ii) College Prize	
42.	(i) Dr. Bholanath Roy Memorial Prize	First in Physiology (Honours).
43.	(ii) Sushama Chakraborty Memorial Prize	



44.	<i>(iii) College Prize</i>	
45.	<i>(i) Runkinikanta Sarkar Memorial Prize</i>	First in Zoology (Honours).
46.	<i>(ii) College Prize</i>	
47.	<i>(i) Mira Kar Memorial Prize</i>	
48.	<i>(ii) College Prize</i>	First in Botany (Honours).
49.	<i>(i) Maya De Memorial Award</i>	
50.	<i>(ii) College Prize</i>	First in Economics (Honours).
51.	<i>(i) College Prize</i>	First in Environmental Science (Honours).
52.	<i>(i) College Prize</i>	First in Tourism and Travel Management (TTM)- Major
53.	<i>(i) College Prize</i>	First in Communicative English- Major
54.	<i>(i) Prize offered by "Book Corner" (a outside stakeholder)</i>	First in UG General (Arts and Science Combined)
55.	<i>(i) Hemlata Memorial Prize</i>	
56.	<i>(ii) College Prize</i>	First in BA General
57.	<i>(i) Pratibhamayee Das Sharma Memorial Prize</i>	First in BSc General
58.	<i>(ii) College Prize</i>	
59.	<i>(i) Manju Chakraborty Memorial Prize</i>	First in English- BA General
60.	<i>(i) Prize offered by Alumni Association of the College</i>	The Best Student of Sanskrit
61.	<i>(i) College Prize</i>	First in Bengali (PG).
**62-81.	<i>19 College Prizes (for the performance in Part-II University Examinations)</i>	First in- <ul style="list-style-type: none">• Honours:(i) Bengali; (ii) English; (iii) Sanskrit; (iv) Philosophy; (v) History; (vi) Political Science; (vii) Sociology; (viii) Physics; (ix) Chemistry; (x) Mathematics; (xi) Physiology; (xii) Zoology; (xiii) Botany;



		(xiv) Environmental Science and (xv) Economics (xvi) Geography <ul style="list-style-type: none"> • Major: (i) Tourism and Travel Management (TTM) and (ii) Communicative English • General: (i) Arts and (ii) Science
**82-100	<i>19 College Prizes (for the performance in Part-I University Examinations)</i>	The subjects as mentioned above including Computer Science
101	<i>College prize</i>	<i>PG in Bengali</i>

- (i) Apart from the above, the provision of “Special Prizes” is created in 2017 to offer the prizes to the students if they secure First position in the Honours/PG Final Year Examination among all Science Departments or Arts Departments.
- (ii) In addition, the provision of “Special Prizes” is created in 2017 to offer the prizes to the students who secure First position in the respective subject in the Honours/PG Final Year Examination within the jurisdiction of the University of Kalyani.
- ✚ It deserves mention that Jyoti Rungta, (Student of Physiology Hons., obtained 712 in aggregate (89.00%)), first among all Science Departments on the basis of Result of University Honours Final Year Examination has been offered Special Prize.
 - ✚ Moreover, Special Prizes have been given to the students who stood First Class First in the University Honours Final Year Examination in the Departments: Sanskrit, Political Science, Economics, Mathematics, Physiology, Botany and Communicative English.

Endowment Fund & Memorial Fund, Students' Welfare Fund and Trust Fund:

The students are provided with the prizes and scholarships from these funds as a value-based regular practice in the institute. The details of the funds are furnished below:

1. Endowment Fund & Memorial Fund:



At present, the college has a deposit amounting to **Rs. 8, 56,100.00** in this Fund. The fund has been generated with the contribution of many stakeholders. A few numbers of students are provided Memorial prizes and scholarships from this fund every year.

2. Students' Welfare Fund:

At present, the college has a **Students' Welfare Fund** comprising an amount of **Rs. 26,362.00**.

3. Trust Fund:

At present, the college has a deposit amounting to **Rs. 2,29,549.00** in this Fund.

• Scholarships given to the students:

- Kanika Kalpana Roy Bardhan Scholarship is awarded in cash amounting to **Rs. 2,000.00** every year to the student who holds first position in the Part- III Honours University Examination in Philosophy.
- Dr. Chaitali Saha Memorial Scholarship is given in cash to **five meritorious and needy students** of Bengali Department (both from UG and PG level) every year.

• Co-curricular Activities:

- At the end of every year and before the celebration of College Foundation Day (24th January), a large number of competitions are organized in which the students of all streams participate with great enthusiasm. These are: (i) Bengali Poetry Recitation, (ii) English Poetry Recitation, (iii) Sanskrit Poetry Recitation, (iv) Debate Competition, (v) Extempore Speech Competition, (vi) Rabindra Sangeet Competition, (vii) Bengali Essay Competition, (viii) English Essay Competition, (ix) Alpana Competition, (x) Quiz Competition and (xi) Wall Magazine Competition.
- The first and second winners of every competition are awarded with the books and certificates.

• Extra-curricular Activities:

The Annual Sports Competition is conducted at the end of the year and the champion students of different events are given prizes and Certificates.

❖ Evidence of Success:



- It is evident that even the outside stakeholders have come forward with their contribution with the apprehension that the students of the institute should be endowed with inspiration as resources for their progression.
- The sustenance of more than seventy years' practice has helped the institution to be the firm believer of support-mechanism for facilitating the learners towards progression.
- This has created a susceptible effect for the persistence of an apolitical and academically healthy environment in the institute which has helped to strengthen the community participation with the college.
- The overwhelming participation of the students in the different programmes is a common feature of the institute.
- A long queue of recipients of different prizes/ scholarships and certificates on the celebration of College Foundation Day is a quite stimulus and creates an encouraging atmosphere for the learners who are appreciated with prizes.
- The practice related to the Co-curricular and Extra-curricular activities has evidenced much success in the different spheres.

❖ **Problems Encountered:**

Most of the students of the college belong to a poor socio-economic background. Most of the students also come from the rural areas. Therefore, many problems are faced by the institute due to:

- The economic backwardness of the District of Murshidabad and the neighbouring districts;
- A challenging task of the institute is to carry out the value based practices and to fulfil the growing need of the students;
- The mindset of some of the local people is not always conducive towards promoting the co-curricular and extra-curricular activities in the institute;

❖ **Resources Required:**

- More sources of fund for providing more supportive measures towards students.



- Availability of fund for involving the experts from different fields for the progression of Co-curricular and Extra-curricular Activities.

BEST PRACTICE -II

❖ **Title of the Practice:**

Eco-friendly Environment of the Campuses.

❖ **Goal:**

- To create an Eco-Friendly green environment in the campuses.
- To conserve the extinct variety of trees and to protect the diversity of plants in the campuses.
- To ensure the sustainability of the tradition of old academic campuses.
- To develop a functional internal system for undergoing 'Green Audit' for 'Green' campuses.
- To create an environment of balanced eco-system. This may have a susceptible effect in the minds of the people about environment.
- To maintain properly the campuses which are declared "No Smoking Zone" and "Plastic Free Zone".
- To take initiative for Energy Conservation.
- To continue the social ethos of tree plantation.

❖ **The Context:**

Ever since its inception in 1946 the Berhampore Girls' College with two campuses, located in the heart of the city of Berhampore, has been rendering its services by emphasizing upon two "Greens" – (green) young girls and friendly environment with the greeneries. Many trees are known by the legendary personalities who have planted them. The shrine of "*Madhu Mali*" (once a gardener), the *Ashoka Tree* planted by the legendary figure and former Principal, Prof. Priti Gupta, the gigantic trees etc tend always to recall the glorious and enduring tradition of the college. Following the path paved by the great personalities who have spearheaded the institute, the college is still thriving for the maintenance of the eco-friendly environment in the institution and it is considered as one of the basic objectives. Today deforestation is one of the greatest concerns in India. It has endangered the eco-system and enforced many species to the path of extinction. Keeping this ever growing problem in mind, the College has evolved an interactive approach and adopted necessary measures for the maintenance of eco-friendly



environment of the institute. The rapidly developing human civilization has developed some new concerns that we hardly faced even before some decades. Some sort of physical measures have also been adopted to face the emerging problems of uncontrolled use of non-biodegradable element of plastic, hazardous bio-degradable wastes, e-wastes, etc. Apart from these, a garden of diverse flora surrounded by some trees of rare species, a traditional feature of the institute is also properly maintained by the college. The hostel campus with a small piece of *Shalkunja*, is also maintained with care.

❖ **The Practice:**

The objective of eco-friendly environment is being promoted by the joint venture. The Department of Botany, “Basudha Eco-club” and the NSS Unit of the college are committed primarily to discharge the responsibility in a planned way. Sometimes, West Bengal Forest Department and Alumni Association have joined hands in this regard. The present practice is the outcome of the following initiatives:

• **The Monitoring System:**

Department of Botany, “Basudha Eco-club” and the NSS Unit of the college have taken necessary steps to undergo Green Audit by the West Bengal Forest Department, Nadia-Murshidabad Division. Seminars and rallies are organized for the awareness of the students. A full time gardener is always taking care of the campus. In addition, the college spends a significant amount of money every year for its maintenance. The Campus Maintenance and Beautification/Green and Environment Conservation Committee is observant to keep the campus more attractive. The Department of Botany carries out the responsibility for naming and numbering of the trees in the campuses.

• **Plantation of Trees in the Campus:**

The plantation of trees is a regular practice of the institute. Of late, the college has taken initiative for the conservation of trees of rare varieties. The “Basudha Eco-Club” and NSS Unit of the college organize tree plantation programmes, cleaning programmes in the college campuses. Tree plantation programme is also organized on the occasion of World Environment Day and *Arannya Saptaha* and different programmes on environmental issues are also organized to sensitize the girls in a scientific way. The college always appreciates the initiatives of the social organization in the locality which sometimes come forward for the plantation of trees in the college campuses.

• **Conservation of Energy:**



For the proper utilization of solar energy, Solar Panels have been installed in the campus. A large number of low power consuming tubes have been installed. Two smoke free and noise free Kirloskar Green Generators have been installed. The faculty members are more careful to make the students aware of the proper and controlled use of electricity in the college building.

- **Initiatives for Carbon Neutrality:**

Keeping in mind the importance of the balanced eco-system, the institute always takes care of for preserving the old trees of the campuses. The college does not allow the burning of garbage inside the campus.

- **Internal Waste Management:**

The volunteers of the “Basudha Eco-club” and the NSS Unit of the college take special care to keep the campuses pollution free. The non-biodegradable hazardous wastes are collected and kept away from the campuses with the help of Berhampore Municipality. The day-to-day wastes are managed with the large size bins set up in both campuses. A Dump-pit has been set up by the Zoology Department for the animal wastes.

❖ **Evidence of Success:**

- The campuses are privileged by quite a few rare varieties of mangoes like *Alapati*, *Arajanma*, *Bimli*, *Brindabani*, *Dudhkumar*, *Madhugulguli*, *Surikhas*. Some other royal varieties are *Kohitoor*, *Bhabani*, *Dhobani*.
- The campuses have been declared as “No Smoking Zone” and “Plastic Free Zone”.
- The luscious green environment shadowed with varieties of trees and many old and gigantic trees is a silent reminder about the glorious tradition of the college.
- A garden of lush green grass in front of the playground.
- The long queue of visitors of Berhampore city visits the institution and witness the beauty at the time of Saraswati Puja when the frontal garden is in more blossoms.
- The medicinal garden called “*Madhumali Veshaja Uddyan*” in the campus.
- Students’ overwhelming participation in the different programmes on environmental issues and their healthy cooperation and coordination is always seen with regard to the proper maintenance of the greeneries.
- The channel of communication with the outside stakeholders and social organizations has been strengthened.



- Necessary paved ways and sitting arrangements are set up to enable one to enjoy the campuses.

❖ **Problems Encountered:**

The major problems confronted by the institute are:

- The institution needs a vibrant monitoring system.
- Lack of awareness with regard to the new environmental problems created in course of time among the students.
- The institution needs to have more involvement of different governmental agencies for environmental up-gradation of the campus.
- Modern science-specific measures are more expensive.

❖ **Resource Required:**

- Availability of necessary fund for the implementation of the plans.
- Separate resource is required for the Hostel Campus.
- Advice of the experts is needed from time to time.

Annexure III

Question wise student-feedback analysis

The feedbacks from the students were taken on the basis of 17 questions provided to them on a printed feedback sheet. Individual teachers' feedback was on a 5 point score scale and other queries posed in the feedback sheet were to be selected by the students - graded from 'excellent' to 'very poor'. Feedback was taken from third year students. Total number of respondents: 395.

Questions to assess Teacher's performance are on the following points. i) Simple and confident presentation of the subject. ii) Effort to make the class interesting. iii) To create relevance of the subject with	After analysis of individual teachers' feedback, IQAC felt that a small number of teachers did not fulfil their students'
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the surrounding. iv) Interaction with the teacher outside classroom. v) Knowledge of the teacher on the subject. vi) Commitment and responsibility of the teacher. vii) Preparation of the teacher for his class lessons. viii) Innovativeness in classroom teaching. ix) Encouragement provided by the teacher in classroom discussions.	expectations. Their counselling was done by experienced teachers. This ensured that those teachers lived up to their student's expectation and fulfilled their academic assignment properly. Most of the teachers measured up to the students' expectation.
x) Behaviour of teachers in the college.	Students found their teachers to be faultless on this matter.
xi) Opinion on academic environment of the College.	Students validated the congenial academic environment of the institution.
xii) Level of cooperation from College Library.	Increasing Photocopying facility was recommended by IQAC.
xiii) Behaviour of College Librarian.	Students found the Librarian very amiable and cooperative.
xiv) Behaviour of College Office staff.	College office fulfilled students' expectation.
xv) Behaviour of Principal/Teacher-in-charge.	All found Teacher-in-charge to be very cordial and responsive to their need.
xvi) Sports facility in the College.	Students were pleased with the existing facility.
xvii) Facilities provided by College Hostel.	IQAC recommended increase of drinking water facility.