



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		BIRPARA COLLEGE
Name of the head of the Institution		DR. DIL KUMAR PRADHAN
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03563266217
Mobile no.		9647702808
Registered Email		birparacollege@gmail.com
Alternate Email		birparacollege.iqac@gmail.com
Address		P.O. & P.S. BIRPARA, DIST. ALIPURDUAR
City/Town		BIRPARA
State/UT		West Bengal
Pincode		735204
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	DR. NIKHILESH BHATTACHARYA
Phone no/Alternate Phone no.	03563266217
Mobile no.	8327690022
Registered Email	birparacollege.iqac@gmail.com
Alternate Email	birparacollege@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://birparacollege.ac.in/wp-content/uploads/2021/09/Birpara-College_AQAR_2018-2019.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://birparacollege.ac.in/wp-content/uploads/2021/08/ACADEMIC-CALENDAR-2019-20.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.43	2016	05-Nov-2016	04-Nov-2021

6. Date of Establishment of IQAC

20-Feb-2014

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Regular Meeting of IQAC	06-Nov-2019	5

	01	
Regular Meeting of IQAC	29-Jun-2020 01	35
Regular Meeting of IQAC	13-Jul-2020 01	25
Regular Meeting of IQAC	02-Aug-2020 01	28
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NSS Units I & II	National Service Scheme	Ministry of Youth Affairs and Sports, Govt. of India through University of North Bengal	2019 364	90000
RUSA	Component 11 of RUSA 2.0	RUSA	2019 364	5000000
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

i) Helped introduce Online Classes though different digital platforms to ensure teaching and learning continued even when college was converted into COVID19 quarantine centre. ii) Helped organise Webinars, Online Lecture Series and other Online Programme while offline activities were suspended due to pandemic. iii)

Introduced new courses (Political Science Honours, Undergraduate Degree courses under NSOU, IGNOU, etc.) and increased number of seats in existing Honours courses (English, Geography, History, Nepali). iv) Helped organise Career Counselling and Skill Development workshops for students. v) Continued to support Special Lectures in different Honours departments by faculty from other institutions of higher education in north Bengal.

[View File](#)

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

Plan of Action	Achivements/Outcomes
Introduce new regular programme	Introduced Political Science Honours programme under University of North Bengal (NBU)
Increase number of seats in regular Honours programmes	Increased seats in English (Honours), Geography (Honours), History (Honours), Nepali (Honours)
Expand programmes under Open and Distance Learning Mode	Introduced Undergraduate degree programmes under Indira Gandhi National Open University (IGNOU) and Netaji Subhas Open University (NSOU)
Fill vacant teaching posts	Six (06) faculty members joined college in substantive posts in different subjects–Nepali (01), Sociology (01), Political Science (01), Bengali (02), Geography (01)
Improve Facilities for Physical Education and Games	Construction of Mini Indoor Games Complex completed
Construct Hostel for Women Students	Funds received for Womens Hostel under Component 11 of RUSA 2.0
Continue teaching and learning in the midst of the pandemic	Online classes started on different digital platforms, webinars and online lecture series organised, e-learning content disseminated among students through college's own android application and other digital platforms
View File	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body	07-Oct-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	25-Jan-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p> Admission: The entire admission process is conducted online, through the website, https://birparacoladmission.in/. Candidates download the application form online, fill it and submit. Merit list is created online to maintain absolute transparency. Government reservation rules are implemented stringently. Enlisted candidates are provisionally admitted through E counselling and their testimonials are checked in person. No candidate needs to come to college until the time when testimonials are verified in person. </p> <p> Administration: The administrative office is fully computerised and connected to the Internet via dedicated lines. Digital database is maintained of all existing students. Collection of fees is done online. </p> <p> Online presence: The main website, https://birparacollege.ac.in/, contains information on the history of the college, the campus, the governing body of the college, teaching and nonteaching staff, courses offered, student facilities, etc. Notices for upcoming activities and events are regularly posted on the website. The college also has its own android application, available for free download on Google Play Store, that sends instant alerts to all users regarding admission, classes, internal evaluation, university examinations, scholarships and other matters related to college. The app also contains staff and students' profile, information on library, and E learning resources and syllabi for different courses under NBU. Students enrolled in the Netaji Subhas Open University (NSOU) and Indira Gandhi National Open University (IGNOU) Study Centres at Birpara </p>

College can also get updates about their courses on the app. Library: Books and journals in the College library are catalogued using Inflibnet's software for university and college (SOUL).

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college follows the guidelines of the University of North Bengal (NBU), to which it is affiliated, to set the curriculum and its calendar. The college has created the following mechanism for curriculum delivery and documentation: i) The Academic Council prepares the Academic Calendar which is circulated among students in digital form through the college website. ii) The Routine Subcommittee holds discussion with all departments before preparing the class routine, ensuring adequate number of classes are allotted to teachers for each course. Under CBCS, the number of classes is linked to the course credits and is therefore fixed. iii) The Academic Council conducts Orientation Programme for students enrolled in the first semester where they are introduced to the curriculum, the examination system, the teaching and nonteaching staff of the college, and the library and various other support services at their disposal. iv) Each department runs a continuous evaluation process for each course offered to the students and also conducts practical examinations (wherever applicable) according to the timeframe set by NBU; marks received by students in internal evaluation and practical are collated and later uploaded on the NBU examination portal. v) Faculty members make use of ICT facilities, especially audio-visual aids. The college has a smart classroom, along with classrooms with overhead projectors, for the same; vi) The Examination Subcommittee monitors the semester-end examinations conducted by NBU; vii) The Student-Teacher Interaction cell convenes sessions during every academic year to note down feedback of the students; viii) The Academic Counselling Cell addresses all academics-related problems faced by students, be it difficulties with the syllabus or examination phobia; ix) The Teachers' Council oversees the entire process and meets regularly to discuss curriculum delivery. During the 2019-2020 academic session, the calendar was disrupted by COVID19 pandemic and as a result NBU made changes to the curriculum by truncating existing the syllabi. Consequently, the college took the following additional measures: i) Staff and students were kept abreast of the changes in the curriculum and academic calendar through instant notices sent via the Birpara College android application and through whatsapp groups for students of different courses; ii) Online classes were started even before NBU published relevant notification to ensure delivery of curriculum; iii) E learning content was uploaded on the college website and the college app, and circulated through whatsapp.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	Nil	Nil	00	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	Political Science Honours	15/12/2020
View File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	Nil	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NSOU-PG	01/07/2019	45
NSOU-BDP	01/07/2019	90
IGNOU-BDP	01/01/2020	21
IGNOU-BDP	01/07/2020	69
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	Nil	Nil
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>Feedback from students: The Student-Teacher Interactive Cell conducts interactive sessions where students can talk to the teachers of all departments, clear doubts, raise questions and submit grievances, if any. The feedback from the students is noted down and discussed at the interactive session itself. Outstanding issues are taken up in Academic Council and Teachers Council meetings. Feedback from teachers: The teachers feedback is</p>

collected at the Teachers Council (comprising all teaching staff in substantive posts), at the Academic Council (comprising heads/senior teachers of all departments) and at MOS meetings.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Bengali Honours	63	230	46
BA	English Honours	40	291	37
BA	Geography Honours	40	255	36
BA	History Honours	40	186	33
BA	Nepali Honours	40	38	19
BA	Political Science Honours	15	51	11
BA	Sociology Honours	48	50	25
BA	Programme	821	1987	821
BSc	Programme	20	37	9
BCom	Accountancy Honours	120	63	42

[View File](#)

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2451	Nil	18	Nil	Nil

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
44	44	11	3	1	7

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The College has set up a number of cells for student mentoring: i) the Academic Counselling Cell mentors students on academic matters. ii) the Career Counselling Cell and the Placement Cell mentor students regarding academic and professional pathways. iii) the Student-Teacher Interaction Cell organises programmes where students can voice their doubts and grievances for immediate solution. iv) The Psycho-social Counselling Cell and the Social Class Counselling Cell focus on guiding students in dealing with mental wellbeing and social issues. v) Most importantly, the Anti-Ragging Cell, headed by the seniormost teacher of the college, ensures there are no instances of ragging among the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2451	16	1:153

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
18	16	2	6	3

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	00	Nil	00
No file uploaded.			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	ENGH	Sem-1	12/12/2019	14/01/2020
BA	BNGH	Sem-1	12/12/2019	14/01/2020
BA	GEOGH	Sem-1	12/12/2019	14/01/2020
BA	HISH	Sem-1	12/12/2019	14/01/2020
BA	NEPH	Sem-1	12/12/2019	14/01/2020
BA	SOCH	Sem-1	12/12/2019	14/01/2020
BA	BA Program	Sem-1	12/12/2019	14/01/2020
BSc	BSc Program	Sem-1	13/12/2019	14/01/2020
BCom	ACNH	Sem-1	18/12/2019	25/01/2020
BCom	BCom Program	Sem-1	18/12/2019	25/01/2020

[View File](#)

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Since the introduction of the CBCS, each department has had to adopt a rigorous

method of Continuous Internal Evaluation (CIE) for students of all courses. Departments are given the freedom to choose the mode of CIE from the options made available by the affiliating university, viz. NBU, which include written tests, viva voce, seminar presentations, term papers, project works, etc. Most departments use a combination of these methods to evaluate the students and award internal marks for each semester. During the time when the college was closed because of the COVID19 pandemic, CIE was done in online mode, using different digital platforms.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Academic Calendar of the College is guided by that of NBU, the affiliating university. Apart from academic activities, including provisional schedule for NBU examinations for each semester, the Academic Calendar also contains expected dates of co-curricular and extra-curricular activities, list of holidays, etc. The calendar is adhered to making allowances for changes necessitated by unforeseen circumstances, such as the COVID19 pandemic during the year under review.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://birparacollege.ac.in/courses-offered/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BCOM	BCom	BCom General	26	26	100
ACNH	BCom	Accountancy Honours	40	40	100
SOCH	BA	Sociology Honours	11	11	100
NEPH	BA	Nepali Honours	11	11	100
HISH	BA	History Honours	8	8	100
GEOGH	BA	Geography Honours	20	20	100
ENGH	BA	English Honours	8	8	100
BNGH	BA	Bengali Honours	43	43	100
BA	BA	BA General	275	274	99

[View File](#)

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

Nil

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	00	Nil	0	0
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Entrepreneurship in post-Covid scenario	Commerce, in association with the Institute of Chartered Accountants of India (ICAI)	08/08/2020
Emerging Challenges in Human Resource Management	Commerce, in association with the Institute of Chartered Accountants of India (ICAI)	17/10/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nil	Nil
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
N.A.	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Nepali	3	00
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Sociology	1
Nepali	1
Bengali	2
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	Nil	0	Nil	Nil
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	14	5	7	4
Presented papers	9	4	3	2
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
NSS Special Camp	NSS / Khairbari High Madrasha	3	28
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
National Level Online Seminar	Selected as paper presenters	Gokhale Memorial Girls' College	7

[View File](#)

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Save the Girl Child	District Health and Family Welfare Samiti	Sensitization Workshop	2	115

[View File](#)

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Weekly Online Lecture Series on Culture and Personality	Faculty and students of Department of Sociology, Birpara College, and members of the public	College fund and resources shared by collaborating organisation, Educational and Cultural Station (Belur)	10
State-level webinar	Dr. Nikhilesh Bhattacharya, Assistant Professor, Department of English, Birpara College	Funds from collaborating college, Banarhat Kartik Oraon Hindi Government College	01
State-level webinar	Mr. Dipankar Bhaumik, Associate Professor, Department of Commerce, Birpara College	Resources of co-organisers, The Institute of Chartered Accountants of India (ICAI)	01

[View File](#)

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nil	Nil	Nil	Nil	00

No file uploaded.

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers
--------------	--------------------	--------------------	-----------------------------

			participated under MoUs
Nil	Nil	Nil	Nil
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
29.15	25.57

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Fully	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	14598	2447651	864	244496	15462	2692147
Reference Books	146	115727	Nil	Nil	146	115727
e-Books	3135000	Nil	Nil	Nil	3135000	Nil
Journals	32	64250	Nil	Nil	32	64250
e-Journals	6000	Nil	Nil	Nil	6000	Nil
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module	Date of launching e-
---------------------	--------------------	--------------------------	----------------------

		is developed	content
Nil	Nil	Nil	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	21	3	10	2	1	5	8	30	2
Added	2	0	0	0	0	0	0	0	2
Total	23	3	10	2	1	5	8	30	4

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

30 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
19.15	17.84	12.4	7.74

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college has different sub-committees for maintaining and utilizing physical, academic and support facilities of the college. The Building Sub-committee is in charge of construction, repair and maintenance of all buildings. For construction of new building with government funds, the E Tender Sub-committee assists the Building Sub-committee under the guidance of an engineer not below the rank of assistant engineer deployed by the government. The Department of Geography, Physics and Computer Science are in charge of the three laboratories in the college. The Geography laboratory has two laboratory assistants for smooth functioning. All decisions related to the Central Library are taken by the Library Sub-committee. The departments with Honours courses are in charge of the Departmental Libraries. The Department of Physical Education, assisted by the Sports Club, looks after the playground, multi-gymnasium and sporting equipment. The college employs gardener to maintain the campus, including the tress and the gardens. The college buildings, equipment, cash vault, etc. are insured under National Insurance Company Limited. For computers, generator, photocopying machine, water purifiers and other equipment, the college has annual maintenance schemes with different agencies. The college website and android application are similarly maintained by two different agencies. The Governing Body provides overall supervision to the

entire process.

<https://birparacollege.ac.in/wp-content/uploads/2021/08/Policy-Document.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Support from Student Welfare Fund	103	97300
Financial Support from Other Sources			
a) National	Post-Matric (SC, ST, OBC) Scholarship, Swami Vivekananda Scholarship, Minority Scholarship, and Kanyashree Scholarship	2547	0
b) International	Nil	Nil	0

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Mental Health Workshop	23/09/2020	5	Institute of Chartered Accountants of India Psycho-Social Counselling Cell, Birpara College
Students Webinar	11/08/2020	4	Academic Counselling Cell and Student-Teacher Interaction Cell, Birpara College
Workshop on Income Tax Training for Commerce Students	11/08/2020	7	Institute of Chartered Accountants of India and Birpara College
Skill Development and Employability	19/02/2020	56	ICA Edu Skill Pvt Ltd
Mental Health Workshop	26/07/2020	15	IQAC, Birpara College IQAC, ASSM
Communicative English Classes	10/09/2019	20	Department of English, Birpara College

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	Career Counselling Workshop	Nil	49	Nil	Nil
2020	How to Prepare for Civil Services Examinations	10	Nil	Nil	Nil

[View File](#)

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	Nil	Nil	Nil

No file uploaded.

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	2	Nepali Honours	Nepali	NBU	MA in Nepali
2020	3	History Honours	History	NBU	MA in History
2020	3	Geography Honours	Geography	NBU	MA in Geography
2020	4	English Honours	English	NBU	MA in English
2020	3	English Honours	English	IGNOU	MA in English

[View File](#)

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	Nil
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Birpara App Feedback Contest	Institutional	25
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	00	Nil	Nil	Nil	00	00
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college did not have a functional Student Council in 2019-2020. However, under the guidance of the Governing Body, the college involved regular students when taking decisions on curricular, co-curricular and extra-curricular activities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Birpara College Alumni Association was registered on 12/07/2016 under the West Bengal Societies Registration Act, 1961. The Alumni Association continues to support the college in different ways. Five members of the alumni are currently employed in the college as State Approved College Teachers and three as Non Teaching Staff.

5.4.2 – No. of enrolled Alumni:

200

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni Association collaborated with the IQAC to organise a Career Counselling Workshop on Courses Offered by the University of North Bengal, held on 17.02.2020. Two alumni, Mohammad Alam and Atiul Hoque, collected information on NBU courses to help the current students and one of them, Mr Alam, acted as a resource person in the workshop. Participants at the workshop included students of Birpara High School, one of the feeder schools for Birpara College.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. Greater involvement of all staff in quality initiatives during pandemic: In the pandemic scenario, the IQAC held meetings with all members of the staff and with the teaching faculty in particular to devise strategies to ensure academic and administrative work continued even when the college was requisitioned by the block administration as a COVID19 quarantine centre. 2. Greater involvement of new faculty in college activities: The six (06) new faculty members who joined the college during the year were immediately inducted into different sub-committees, clubs, cells and units such as NSS to ensure their involvement in college activities.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Departments adopting flexible strategies to negotiate modifications to syllabi due to COVID19 pandemic.
Teaching and Learning	Faculty members adopting innovative means and use of ICT platforms to deliver curriculum to students in online mode.
Examination and Evaluation	The college developed the institutional website and own android application to ensure conduct of internal and university examination in online mode.
Research and Development	Different units of the college, under the guidance of the IQAC, organised webinars, online interactive sessions and online lecture series
Library, ICT and Physical Infrastructure / Instrumentation	Work on new Central Library begun. New books bought for the Central Library. New Science Block under construction.
Human Resource Management	IQAC continues to support special lectures delivered by visiting faculty from other institutions of higher education in the region. Six (06) new faculty members joined the college in 2019-2020
Industry Interaction / Collaboration	College collaborated with ICA Edu Pvt Ltd, Byjus and Institute of Chartered Accountants of India (ICAI) to organise different offline and online events
Admission of Students	Admission process completed with minimal need for in person interaction student enrolment increased even during

pandemic

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	E-tenders for new projects costing more than Rs 5 lakh
Administration	Details of teaching and non-teaching employees and students maintained in digital database. All college activities notified to all stakeholders through college website and the Birpara College android application
Finance and Accounts	Submission of salary claim and festive bonus and preparation of acquittance, done using e-governance
Student Admission and Support	Entire admission process conducted online. Detailed student profile, including semester-wise courses, as well as syllabuses, uploaded on college android application. Fees collected online. Library catalogue digitized.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	00	00	00	Nil
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	00	00	Nil	Nil	Nil	Nil
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Programme	1	21/09/2020	27/09/2020	07

(Online)				
Faculty Development Programme (Online)	1	01/09/2020	14/09/2020	14
One-Day Orientation Programme (Online)	1	23/08/2020	23/08/2020	01
UGC-STRIDE Program Component 1	1	19/08/2020	01/09/2020	14
National Faculty Development Programme (Online)	1	08/08/2020	14/08/2020	07
Faculty Development Programme (Online)	1	02/06/2020	08/06/2020	07
Refresher Course in History	1	04/02/2020	17/02/2020	14
Orientation Programme	1	07/01/2020	27/01/2020	21
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
16	18	10	14

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Advance salary paid until pay-fixation	Bonus and advance salary during festive season	Scholarships and assistance from welfare fund

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

External audit conducted annually by auditor appointed by the Director of Public Instruction (DPI). Books of accounts checked periodically by auditors from the Office of the Auditor General of India.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
00	0	00
No file uploaded.		

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	00	No	00
Administrative	No	00	No	00

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Parents must authenticate anti-ragging declaration by students at the time of admission. 2. Parents from economically disadvantaged sections are consulted before help is provided to the students concerned from the Welfare Fund. 3. Teachers are always open to discussions with parents/guardians

6.5.3 – Development programmes for support staff (at least three)

1. Support staff made familiar with the concept of work from home during pandemic through online meetings. 2. Support staff trained inhouse in online examination process. 3. Internal promotions for support staff.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Physical infrastructure expanded and augmented. 2. Sports facilities improved. 3. Courses on offer in both regular and open and distance learning mode expanded and made accessible to students from all sections of society. 4. Most vacant teaching and non-teaching posts filled. 5. Funds received under Component 11 of RUSA 2.0 for hostel for women students.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	Special Lecture in the Department of English	24/02/2020	24/02/2020	24/02/2020	31
2020	Special Lecture in the Department of Nepali	07/03/2020	07/03/2020	07/03/2020	25
2020	Career Counselling Workshop	17/02/2020	17/02/2020	17/02/2020	91

2020	International webinar on Gender Issues and Womens Rights	20/07/2020	20/07/2020	21/07/2020	1066
2020	Sensitization Workshop on Save the Girl Child	18/02/2020	18/02/2020	18/02/2020	117
2020	Online Interactive Session on Mental Health	26/07/2020	26/07/2020	26/07/2020	152
2020	Skill Development and Employability Workshop	19/02/2020	19/02/2020	19/02/2020	56
2020	International Webinar	13/08/2020	13/08/2020	14/08/2020	213
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International Webinar on Gender Issues and Womens Rights	20/07/2020	21/07/2020	575	491

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
The NSS, the Nature Club and different departments get students and staff to plant trees on the college campus. Under Environmental Studies, students are encouraged to research the local flora and fauna and explore problems related to pollution in the area.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	6
Provision for lift	No	Nil
Ramp/Rails	Yes	5
Braille Software/facilities	No	Nil

Rest Rooms	Yes	6
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	Yes	6

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	1	1	21/02/2020	10	NSS Special Camp	1. Right to Information. Local governance. 2. Awareness against superstition. 3. Community health, nutrition and hygiene. 4. Awareness against child marriage. 5. Awareness on deforestation and man animal conflict	31
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
00	Nil	00

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Bhanu Jayanti	13/07/2019	13/07/2019	75

(Birthday of Nepali poet Bhanu Bhakta)			
Independence Day	15/08/2019	15/08/2019	25
Nepali Bhasa Manyata Diwas	20/08/2019	20/08/2019	75
Teachers Day	05/09/2019	05/09/2019	1000
Birthday of Netaji	23/01/2020	23/01/2020	25
Republic Day	26/01/2020	26/01/2020	25
International Mother Language Day	21/02/2020	21/02/2020	75
Independence Day	15/08/2020	15/08/2020	15
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Plastic free campus with notices against littering put up in various places
2. Gardener employed to take care of flower garden, fruit orchard and other trees
3. Regular plantation drives carried out by NSS, Department of Environmental Studies, and Nature Club
4. Most staff and students travel to college by bicycle or e-rickshaws
5. Segregation of waste
6. Minimal electric consumption through awareness and use of energy-efficient fittings
7. Plans for installing solar panels above new Science Block

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice I: Shifting Academic and Research Activities to Blended Mode Combining Offline and Online Methods. Context: The COVID19 pandemic that closed down educational institutions in March 2020 forced a radical rethink on curriculum delivery and continuation of academic and research activities at a time when in-person classes and interaction was impossible. Birpara College quickly adapted to the situation and shifted its entire academic and research activities to online mode in preparation for a blended education system in future. Practice: Right after the government lockdown orders, the college encouraged the faculty to set up whatsapp groups for students of all courses for sharing information, e-learning content, questions for internal assessment, etc. After that, online classes were started using different online platforms. An e-learning section was added to the android application of Birpara College to store and disseminate digital resources among the students. Later, through a combination of the website and the app, question papers of university exams were distributed among students and their answer scripts were collected online. Along with curriculum delivery, different units of Birpara College organised a number of online events during the pandemic, including two international webinars and ten episodes of a weekly lecture series. Events with the students in mind included online interactive sessions on mental health, students' webinars, and online workshops on topics from the syllabus as well as innovative practices and how to prepare for competitive examinations. Organising such diverse events also gave the college the opportunity to collaborate with various people and organisations from across geographies. The

resource persons included academics, psychiatrists, psychologists, entrepreneurs, and captains of industry. The collaborating organisations included colleges in south Bengal (Acharya Sukumar Sen Mahavidyalay, Purba Bardhaman) and north Bengal (Cooch Behar College, Salesian College, Siliguri College of Commerce, etc.) digital units of educational institutions such as Educational and Cultural Station, Belur industry bodies such as the Institute of Chartered Accountants of India (ICAI) and private companies such as Byju's.

Evidence of Success: Whatsapp groups for different courses have become de rigueur. The number of users of the Birpara College app has grown steadily.

Academic activities continued even when the college was requisitioned as a COVID-19 quarantine centre in mid-2020. Both internal and university examinations have been conducted online. Attendance in the online events was high. Birpara College became known for organising innovative online programmes in collaboration with various organisations. Problems Encountered and Resources Required: Network issues, particularly among students living in remote areas, is a major problem. In future, the college must invest in ICT-enabled classrooms and equipment so that faculty members can take online classes from college and also record their lectures. The college also needs to increase the capacity of its wireless network. Best Practice II: Expanding the Choice of Programme for Students in Both Regular and ODL Modes. Context: The college caters to a region where a lot of the students belong to disadvantaged sections of the society and reside in remote areas. Many of them are first-time college-goers. The student community is multi-cultural and multi-lingual. Under the circumstances, it is a priority for the college to ensure the students have a variety of affordable options when it comes to choice of programmes, mode of learning, and medium of learning. Practice: The Birpara College offers regular undergraduate programmes in three streams, BA, BSc and BCom under the University of North Bengal (NBU). It offers Honours programmes in eight subjects: Accountancy, Bengali, English, Geography, History, Nepali, Political Science, and Sociology. In addition, the college now operates study centres of Netaji Subhas Open University (NSOU) and Indira Gandhi National Open University (IGNOU) offering different programmes in ODL mode. The NSOU study centre also offers post-graduate courses. The students under NBU can write their examinations in Bengali, English and Nepali. NSOU offers Bengali and English as medium of instruction, while IGNOU offers Hindi and English. Thus, together the different programmes under different universities cater to the needs of students from various linguistic backgrounds. Evidence of Success: Student enrolment has not decreased even in the midst of the pandemic despite offline classes remaining suspended. Enrolment in ODL courses under the study centres of NSOU and IGNOU is on the rise. Problems Encountered and Resources Required: The college will have space crunch when regular courses begin, especially until construction of new classrooms is completed. More academic counsellors need to be appointed for the ODL courses.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://birparacollege.ac.in/wp-content/uploads/2021/12/Best-Practices-2019-2020.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The college is focused on bringing higher education to sections of society that are marginalized because of historical, geographic and social reasons. The thrust of the college is towards minimizing dropouts and ensuring greater inclusiveness in higher education. To these ends, the college has taken two distinctive measures in the 2019-2020 academic session: one, partly forced by

the pandemic, the college has moved its academic and research activities to a blended mode comprising both offline and online methods. Two, the college has expanded the courses offered under the open and distance learning (ODL) mode by operating study centres of both Indira Gandhi National Open University (IGNOU) and Netaji Subhas Open University (NSOU). The aim is to give students access to online learning resources and open up educational opportunities for students who are forced to work to support themselves and their families and thus cannot afford to enrol themselves in regular programmes. The performance of the institution in its twin aims can be gauged by the fact that academic and research activities continued unabated during the pandemic-induced lockdown and by the steady increase in enrolment figures under IGNOU and NSOU study centres. The college has also put in a lot of effort on infrastructure augmentation, particularly in construction of new buildings, to ensure it can offer the best possible facilities to all its students, whether enrolled in regular courses or in ODL mode.

Provide the weblink of the institution

<https://birparacollege.ac.in/>

8.Future Plans of Actions for Next Academic Year

1. Complete construction of Science Block and Central Library. 2. Start construction of Hostel for Women. 3. Construct new classrooms on the first floor of north-east block. 4. Fill vacancies in sanctioned substantive posts. 5. Continue to conduct online classes. 6. Continue to organise online events such as webinars, lectures, etc. 7. Set up Online Faculty Exchange Programme with other institutions of higher education. 8. Develop the institutional websites and Birpara College android application to maintain contact with stakeholders. 9. Install mobile tower on campus to improve network coverage and enhance college earning. 10. Increase enrolment of students in ODL mode in IGNOU and NSOU study centres. 11. Renovate playground on campus