



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

BIRPARA COLLEGE

**P.O AND P.S. BIRPARA, ALIPURDUAR DISTRICT
735204**

www.birparacollege.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

November 2024

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Birpara College, a grant-in-aid, co-educational undergraduate institution located in Birpara town in Alipurduar district, West Bengal, has been affiliated with the University of North Bengal (NBU) and recognized by the UGC under sections 12B and 2(f) since 1993. Accredited by NAAC in 2016 with a "B" grade, the college continues to rank among the top institutions in the area, reflecting its ongoing commitment to quality education and community impact.

Established in 1986 as a commerce college offering B.Com. (General) courses with English and Bengali, Birpara College expanded its academic offerings in response to increasing enrollment and student demand. In 2000, NBU approved an Accountancy (Honours) program, marking the college's first specialized commerce course. With the addition of B.A. (General) courses in 1995, covering subjects like Economics, Sociology, and Geography, the college experienced significant growth, drawing more students to its expanding humanities curriculum. Over the years, the college added seven Honours courses—Geography (2001), Bengali (2003), Sociology (2005), History and Nepali (both in 2009), English (2017), and Political Science (2020)—as well as six elective subjects. In 2017, B.Sc. (Program) course was introduced with Computer Science, Mathematics, and Physics, broadening its academic scope.

Strategically located near the Bhutan border and close to Siliguri's "**chicken neck corridor**," Birpara College benefits from both scenic natural surroundings and a culturally rich setting that enhances its academic atmosphere. The college serves a diverse student body, many from underprivileged backgrounds, including children of tea garden workers. Driven by a mission of inclusiveness and sustainable growth, Birpara College is dedicated to the holistic development of its students, in line with local socio-economic needs.

With a strong Gender Parity Index and a higher proportion of female students, Birpara College demonstrates its commitment to gender sensitivity and empowerment. Separate facilities for male and female students provide a supportive and inclusive environment, in alignment with the New Education Policy's focus on equitable access to education.

Birpara College's dedicated faculty, many of whom are engaged in active research, uphold the institution's core focus on teaching and learning. Despite financial and logistical constraints, the college's faculty and staff contribute significantly to its positive impact on the community, offering students opportunities to learn, grow, and contribute to social and economic development.

Vision

Birpara College aspires to establish itself as a **Centre of Potential for Excellence (COPE)** and achieve full autonomy, creating a vibrant, inclusive, and forward-looking educational environment that caters to both regional and national aspirations. Our long-term vision is to elevate Birpara College into a **Multi-dimensional Educational and Research Institute** that embodies innovation, inclusivity, and academic distinction. To fulfil this vision, we aim to:

1. Expand Academic Horizons

- Introduce new undergraduate programs in **Zoology, Chemistry, and Botany** to broaden our science curriculum.
- Establish **Post-Graduate Courses** initially in the Humanities and Language groups, with plans to extend to Science subjects as well.

2. Foster Inter-Institutional Collaboration

- Build partnerships through **MOUs** with esteemed colleges and educational institutions, facilitating **faculty and student exchange programs** for enriched academic experiences.

3. Upgrade Learning and Research Infrastructure

- Modernize classrooms, laboratories, and the library to provide state-of-the-art facilities that support diverse learning and research needs.

4. Promote Cultural and Social Harmony

- Encourage tolerance and harmony within the campus and beyond through **cultural and social activities**, celebrating significant national and international days.

5. Commit to Environmental Sustainability

- Work towards a **carbon-neutral and plastic-free campus** by implementing recycling systems and using renewable energy sources such as **wind and solar power**.

6. Introduce NCC and National Service Programs

- Inspire students to serve the nation by establishing a **National Cadet Corps (NCC) unit**, promoting discipline, leadership, and a sense of duty among the youth.

7. Enhance Computer Literacy for Employability

- Develop a more fully equipped **Computer Lab** to provide essential training in digital skills, empowering students to thrive in a technology-driven world and boost their employment prospects.

Birpara College is committed to an ever-evolving path of excellence, continuously engaging all stakeholders to fulfill the potential of our students and contribute meaningfully to society.

Mission

In pursuit of excellence, Birpara College is dedicated to achieving the following goals:

1. Holistic Development of Surrounding Communities

- Serve as a hub for the social, economic, and physical development** of the nearby regions, fostering a positive impact on local communities.

2. Self-Sufficiency through Industry-Academia Collaboration

- Establish strong ties with industry to make the college self-sustaining. Recognizing the socio-economic background of our students, the focus will be on **vocational education** programs that directly enhance employability. These programs include **carpentry, welding, mobile repair, horticulture and agro-farming, automobile repair, travel and tourism, graphic design, hardware repair, and maintenance, as well as electrician training.**

3. Maximizing Employability and Self-Reliance

- Equip students with practical skills, empowering them to thrive in a competitive job market and encouraging **self-reliance**. By leveraging the region's demographic strengths, Birpara College aims to become a model for harnessing the **demographic dividend**, setting an example for other regions in India.

Through these initiatives, Birpara College seeks to create lasting opportunities for youth, stimulate economic growth, and contribute to the nation's overall development.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- **Academic Excellence:** Despite socio-economic challenges, our students consistently achieve high ranks in University undergraduate exams, showcasing dedication and resilience.
- **Diverse Academic Offerings:** Birpara College provides undergraduate programs in 11 disciplines across Arts and Humanities, Science, and Commerce, catering to a wide range of academic interests.
- **Distance Education Centers:** In collaboration with Netaji Subhas Open University (NSOU) and Indira Gandhi National Open University (IGNOU), we offer accessible distance education opportunities.
- **Robust Infrastructure:** Through strategic fund mobilization, the college has developed modern classrooms, well-equipped laboratories, and advanced IT resources.
- **Serene Campus Environment:** Situated in a scenic, green campus, the college offers an ideal atmosphere for academic focus and personal growth.
- **Dedicated Faculty and Staff:** Our passionate faculty and staff are committed to academic excellence and student support within our unique community setting.
- **Harmonious Community:** A culture of mutual support and motivation thrives among teaching, non-teaching, and administrative teams, fostering growth and cooperation.
- **High Academic Standards:** A rigorous internal evaluation system ensures alignment with the Department of Higher Education, Government of West Bengal, and UGC standards.
- **Modern Teaching Aids:** The college provides cutting-edge teaching facilities, including audiovisual virtual classrooms, smart classrooms, and a well-resourced library and laboratories.
- **Sustainable Practices:** Environmental stewardship is prioritized through initiatives like medicinal plant cultivation, vermi-composting, solar energy use, and regular green audits.
- **Library Resources:** The Central Library, supported by departmental libraries and a rare book section, offers internet access and LAN-based Library Automation for efficient service.
- **Smart Classrooms:** Equipped with LCD projectors and advanced sound systems, these classrooms enhance multimedia learning experiences.
- **ICT Facilities:** The Wi-Fi-enabled campus includes over 70 computers and laptops, accessible to both

students and staff.

- **Laboratories:** Dedicated labs for Physics, Chemistry, and Geography feature modern equipment, supporting practical learning.
- **Physical Education Facilities:** Amenities include a football field, badminton and volleyball courts, and a gymnasium for student well-being.
- **Cultural and Extracurricular Activities:** An auditorium hosts academic and cultural events, annual fests, and NSS-led programs, fostering a vibrant campus life.
- **Student Amenities:** Facilities include a student-friendly canteen, cycle and vehicle sheds, water coolers, and a dedicated Students' Union Room for student engagement and support.

Institutional Weakness

- **Academic Expansion:** Expanding undergraduate subject offerings is challenging due to the financial limitations of most students, making new programs difficult to sustain economically.
- **Advancement in Teaching Technologies:** Further enhancement in the integration of advanced teaching-learning technologies and ICT resources is required to align with modern educational standards.
- **Infrastructural Growth:** Expanded infrastructural facilities are essential to accommodate the increasing student population effectively.
- **Staffing Needs:** Additional teaching and non-teaching staff are needed to support the college's growing academic and administrative demands.
- **Recruitment Challenges:** Delays in government recruitment slow the process of creating essential teaching and non-teaching positions, impacting smooth operations.
- **Financial Barriers and Parental Awareness:** Financial challenges and limited parental education discourage many first-generation learners from pursuing higher education.
- **Research Output and Faculty Workload:** Limited faculty positions lead to higher workloads, reducing teachers' ability to engage in research, affecting overall research output.
- **Student Performance and Placement:** Enhanced preparation for national-level exams, such as NET/SET, is needed to improve student performance and employability.
- **Alumni Engagement:** Strengthening alumni involvement would enhance resources and support networks for the college.
- **Industry Collaboration:** The lack of local industries and limited interest in active collaboration poses challenges to establishing strong industry-institution relationships.
- **Collaborative Research and Interdisciplinary Activities:** More collaborative and interdisciplinary research within the college and with external institutes is needed to broaden academic horizons.
- **Placement Opportunities:** Limited interest from reputed organizations restricts on-campus placement opportunities for students.
- **Language Competence and Employability:** Language skill gaps among students hinder job prospects, limiting their access to diverse employment opportunities.
- **Funding and Resource Deficiencies:** Increased funding and support from various agencies are needed to address resource gaps and strengthen infrastructural development.
- **NAAC Recommendations:** Financial and infrastructural constraints pose challenges to fully implementing NAAC recommendations, impacting developmental progress in certain areas.

Institutional Opportunity

- **Enhanced ICT-Enabled Teaching:** Upgraded classrooms with modern ICT resources and established

a language lab, fostering an engaging and immersive learning environment.

- **Skill-Oriented Courses:** Launched diploma and certificate programs in fields like Food Processing, Tailoring, Graphic Designing, Web Designing, Data Science, Computer Programming, Media Studies, and Beautician training, broadening students' practical skill sets.
- **Streamlined Recruitment in Science Disciplines:** Accelerated approval and hiring for science faculty positions to strengthen academic quality and boost research productivity.
- **Upgraded Science Laboratories:** Modernized science labs with advanced equipment, enriching both research and hands-on learning experiences.
- **Health Facilities on Campus:** Created dedicated sick rooms to ensure prompt medical attention for students in case of emergencies.
- **Enhanced Computer Labs:** Expanded and upgraded computer labs to increase digital access and support advanced learning resources for students.
- **Indoor Sports Infrastructure Development:** Constructed and expanded indoor sports facilities to encourage physical fitness and recreational activities among students.
- **Increased ICT-Enabled Classrooms:** Broadened the availability of technology-enhanced classrooms, making learning more interactive and accessible.
- **Scholarship Programs:** Actively promotes financial assistance schemes like Kanyashree and Swami Vivekananda Scholarships, supporting economically disadvantaged students.
- **Innovative Teaching Methods:** Embraced digital platforms and modern pedagogical approaches to enhance educational delivery and effectiveness.
- **Faculty Professional Development:** Provides ongoing training and skill-enhancement opportunities for both teaching and non-teaching staff to uphold high educational standards.
- **Holistic Development Programs:** Implemented programs emphasizing student well-being, ethics, and yoga, promoting mental, emotional, and physical health.
- **Industry Partnerships:** Strengthened collaborations with industries and NGOs to expand internship opportunities and support job placements for students.
- **Upgraded Seminar and Auditorium Facilities:** Improved and expanded seminar and auditorium spaces to support a variety of academic, cultural, and extracurricular activities.
- **MOUs for Exchange Programs:** Established partnerships with other institutions and organizations to facilitate cultural exchanges and academic collaborations.

Institutional Challenge

- **Staffing Challenges:** Swiftly filling vacant teaching and administrative positions and creating new roles remains essential yet challenging for effective college operations.
- **Gender-Friendly Environment:** Prioritizing a tolerant, gender-sensitive atmosphere on campus is essential for fostering a safe and inclusive co-educational setting.
- **Growing Competition:** The rising presence of private educational institutions in nearby areas adds competitive pressure on the college to attract and retain students.
- **Financial Constraints:** Increasing funding to support growth, infrastructure, and quality education is an ongoing challenge.
- **Addressing Conservative Mindsets:** Efforts to shift conservative perspectives, especially among students and parents from rural and disadvantaged areas, are crucial to encourage educational advancement.
- **Enhancing Communication Skills:** Developing students' communication abilities and global competencies, particularly those from rural backgrounds, is necessary for academic and career success.
- **Research Limitations:** Financial and infrastructural constraints pose challenges for faculty to actively

pursue research activities.

- **Maintaining Academic Standards:** Meeting global academic standards is a challenge given the institution's location, limited resources, and socio-economic factors.
- **Improving Internet Connectivity:** Inadequate internet connectivity hinders the effectiveness of online programs and digital teaching initiatives.
- **Reducing Dropout Rates:** High dropout rates due to economic hardship among students pose a significant challenge to student retention.
- **Expanding Placement Opportunities:** Securing job placements for students in a limited job market is an ongoing priority.
- **Resource Allocation:** Limited financial resources hinder the college's ability to meet maintenance needs and support growth initiatives.
- **Streamlining Recruitment Processes:** Slow government recruitment policies affect the college's ability to fill sanctioned teaching and technical positions.
- **Implementing NEP 2020:** Effective implementation of the National Education Policy (NEP) 2020 in the 2023-24 academic session is essential to align with national educational standards.
- **Enhancing Employment Prospects:** Improving employment opportunities for students, despite limited local job prospects, is critical.
- **Job Training and Coaching Centers:** Introducing job training and coaching programs for exams like JAM and UPSC can expand students' career opportunities.
- **Non-Teaching Staff Development:** Providing ICT-enabled training for non-teaching staff can boost operational efficiency.
- **Increasing ICT-Enabled Classrooms:** Expanding the number of ICT-enabled classrooms is vital to support modern, interactive teaching methods.
- **Promoting Research Opportunities:** Developing on-campus research initiatives can encourage faculty and student involvement in research and contribute to institutional growth.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Birpara College ensures effective curriculum delivery through a well-structured and documented process. Many faculty members participate in the University's Board of Studies, contributing to curriculum design that aligns with University regulations and the CBCS pattern. Each department, spanning Arts, Science, and Commerce, prepares and distributes syllabi after consultations with departmental heads.

At the beginning of each session, the Academic Council, in coordination with faculty and the Teachers' Council, drafts an Academic Calendar to streamline the academic year. This calendar includes the schedule for internal assessments, fieldwork, study tours, sports, and extracurricular activities in line with University guidelines. A Master Routine is prepared each semester by the Routine Committee to ensure balanced class distribution across departments. Lesson plans are developed in departmental meetings and shared with students to promote timely syllabus completion.

The college recently implemented a Learning Management System (LMS) to provide digital access to teaching materials, complemented by ICT tools and practical sessions. Tutorial and mentoring sessions further support student learning, and the College Library offers extensive resources, including e-books and journals. Continuous assessment through class tests, assignments, and seminars, as well as an Annual Test Examination before University exams, ensures student preparedness, with results displayed on departmental notice boards.

Ethics, gender, and human values are woven into courses across Bengali, Economics, English, Geography, Hindi, History, Nepali, Political Science, and Sociology, with the Internal Complaints Committee and NSS organizing events on these themes. Environmental sustainability is incorporated through Sociology and Geography, supplemented by a compulsory Environmental Studies course. Initiatives by the Eco-Club and NSS, like cleanliness drives and tree-planting, foster environmental awareness.

The College offers 24 certificate and value-added courses, as well as online options through MOOCs, SWAYAM, and NPTEL. Feedback is collected, analyzed, and shared, with outcomes posted on the College website, ensuring continuous improvement and responsiveness to student needs.

Teaching-learning and Evaluation

Birpara College, located in a remote area of West Bengal and neighboring the North Eastern states, serves a student body primarily from underprivileged backgrounds, including many from tea garden communities. Addressing the diverse socio-economic needs of these students is a core challenge for the institution. During the pandemic, faculty adapted quickly to ICT-based teaching, encouraging students to engage in discussions to clarify doubts and identify individual strengths and challenges. This approach provided insights into the varied needs of both advanced and slow learners.

The college prioritizes student-centered methods like experiential learning, participative learning, and problem-solving techniques to enhance learning outcomes. Field trips are a regular feature, enabling students to gain practical experience and write reports based on their observations. Birpara College, affiliated with the University of North Bengal, supports student growth through a well-rounded assessment process and academic and extracurricular activities.

Upon admission, students complete a 'Student Aptitude Test' to gauge their academic strengths. Advanced learners gain access to e-journals and e-books through N-LIST and are encouraged to participate in SWAYAM, MOOCs, and departmental seminars and workshops. Slow learners benefit from mentoring, remedial classes, and tailored support for competitive exams. Parent-teacher meetings are held to discuss student progress, and ICT tools are extensively used to enrich the learning experience.

The college organizes field trips, geomorphic excursions, and projects in its medicinal plant garden to promote hands-on learning. The curriculum also includes internships and apprenticeships, especially beneficial post-pandemic, to support career readiness. Clear Program Outcomes (POs) and Course Outcomes (COs) are outlined in the syllabi and academic calendar, with continuous assessment through seminars, assignments, and tests. Regular feedback from students, alumni, and employers helps refine these programs, and the college tracks student progression in higher education and employment to assess program effectiveness.

In terms of examination, Birpara College follows university guidelines with internal assessments that count towards final grades. The Internal Quality Assurance Cell (IQAC) ensures a transparent evaluation process, with clear communication of results and feedback to students and parents.

Beyond academics, the college emphasizes holistic development through clubs, environmental initiatives, and outreach programs, guided by its motto, "Discipline, Dedication & Determination." This integrated approach ensures Birpara College provides a supportive environment for learning, personal growth, and career readiness.

Research, Innovations and Extension

The faculty of Birpara College is actively engaged in research across various disciplines, with many holding M.Phil and Ph.D. degrees in their areas of specialization. Faculty members have also completed both Major and Minor research projects funded by the University Grants Commission (UGC). In line with recent academic standards, faculty members are either completing or have already completed mandatory Ph.D. coursework from various universities, reflecting their commitment to continuous learning alongside their teaching responsibilities.

The college integrates extension activities within the local community, encouraging students to become socially aware and responsible citizens. Through the NSS units (Unit I & II), students participate in social outreach initiatives, including blood donation camps, literacy campaigns, village adoption, and campus sanitization post-COVID. They also engage in observing significant days like World Environment Day, International Mother Language Day, and Swachh Bharat Abhiyan, fostering a sense of social responsibility aligned with the college's mission and values.

Faculty and industry experts support students' holistic growth through seminars, workshops, and developmental activities aimed at enhancing creativity and problem-solving skills. Faculty contributions to academia are evident through published research articles, book chapters, and collaborative work with reputable institutions. The college encourages faculty research by supporting publications in prestigious national and international journals, facilitating academic knowledge sharing and intellectual discourse.

Birpara College also emphasizes social responsibility, with over 38 years of dedication to community engagement. The ICC and Women's Cell address gender equality, safety, health, and hygiene through cleanliness drives, awareness campaigns, and tree-planting initiatives led by NSS units. This focus on social and environmental responsibility develops student leadership and ethical awareness.

The college promotes research by providing financial aid for faculty to present papers at seminars and supports memberships in professional bodies. Faculty supervise doctoral students and contribute to scholarly publications, advancing academic knowledge. The institution also undertakes UGC- and ICSSR-sponsored research projects across disciplines, contributing to scholarly innovation.

Through internships, field trips, and collaborations with external institutions, the college fosters experiential learning and skill development. Guided by its mission, Birpara College remains committed to nurturing academic excellence, community service, and environmental stewardship, preparing students to excel academically and make meaningful contributions to society.

Infrastructure and Learning Resources

The institution offers robust infrastructure and facilities to support teaching, learning, and overall student development. Classrooms are spacious, accommodating large numbers of students for regular classes and examinations. The Geography Department, with its dedicated faculty, maximizes resources to ensure students stay updated on advancements in geo-sciences, helping many excel in university exams. Solar panels, funded by the Government of West Bengal, provide a sustainable energy source, reflecting the college's commitment to clean, green energy. Recreational facilities include a playground for outdoor games and a mini indoor stadium.

The college library houses around 16,000 books and journals, meeting the academic needs of students and

faculty alike. Registered with N-LIST, the library provides online access to a vast range of journals and e-books, and it maintains a repository of past university exam papers for student reference. Each student receives a digital library card with a QR code, allowing quick verification and book issuance.

The institution also prioritizes technological advancement and campus safety. Computers, including desktops and laptops, are updated regularly. CCTV cameras with LAN connections are strategically placed for security, and the installation of a JIO tower, through a partnership with JIO Infocom, enables campus-wide Wi-Fi access. All faculty and non-teaching staff have access to the college app, each with a unique user ID and password.

Department heads submit requisitions for resources to the Principal, who forwards them to the Finance Committee for feasibility review before presenting them to the College Governing Body for final approval. All purchases are conducted with transparency, following a tender process, and those exceeding INR 1 lakh go through e-tendering and are subject to audit. This ensures accountability and adherence to financial best practices.

Student Support and Progression

Birpara College actively promotes student engagement across administrative, co-curricular, and extracurricular activities. Though the establishment of a formal students' union is pending state guidance, a vibrant student wing facilitates integration for newcomers through orientation programs and events like fresher's welcome and the annual social function. Students participate in cultural and sports committees, organizing activities such as poster competitions, wall magazines, quizzes, and events commemorating International Mother Language Day, World Environment Day, and Blood Donation Campaigns. Regular Teacher-Student Interaction sessions encourage students to voice opinions and receive academic support.

A registered alumni association contributes through mentorship and financial support. Alumni engage with current students, delivering motivational talks and sharing experiences. The IQAC and administration maintain close ties with alumni, allowing lifelong membership and involvement. Departmental alumni groups also stay connected, enhancing the college's network.

The college prioritizes equitable access to education through government scholarships and freeships, supporting students from diverse socio-economic backgrounds. Holistic development activities enhance soft skills, language proficiency, and life skills, including yoga, physical fitness, and health awareness. ICT and computing skills training further prepare students for contemporary careers. A dedicated Career Counseling Cell provides guidance for competitive exams and career readiness.

A safe campus environment is maintained through grievance redressal mechanisms, including a Grievance Redressal Committee and an Internal Complaints Committee addressing harassment and ragging concerns. Birpara College's supportive environment facilitates academic success and transitions to higher education, with many students excelling in competitive exams and cultural events.

The Alumni Association plays a key role in organizing events like Nabin Baran Utsab, sports activities, and career guidance sessions. Scholarships, including KANYASHREE PRAKALPA and OASIS, as well as add-on courses in ICT and collaborative certificate programs, enhance employability.

The college's Incubation Centre fosters entrepreneurial skills through workshops in collaboration with enterprises, and the Career Counseling Cell offers training for competitive exams. Celebrating student

achievements across academics, sports, and cultural events, Birpara College upholds its mission of holistic student development, community engagement, and enhanced educational opportunities.

Governance, Leadership and Management

Birpara College's governance structure aligns with its vision and mission, supported by a robust system that includes the Governing Body, Principal, office and accounts section, Teachers' Council, IQAC, and various Committees and Cells. This structured hierarchy promotes decentralized administration, fostering efficient collaboration and participative decision-making at all levels.

The college prioritizes curriculum implementation through lesson plans, academic calendars, seminars, field trips, study tours, and ICT integration, enhancing online and blended learning, particularly during the pandemic.

Participative management is key to the institution, with teaching and non-teaching staff actively involved in the admissions process. While the Principal oversees administration, decisions are made collaboratively after thorough deliberation with all stakeholders. Purchases are reviewed by the Finance Committee and approved by the Governing Body, ensuring transparency through audits by a government-appointed auditor.

Quality enhancement initiatives include Student Feedback, a Performance-Based Self-Appraisal System (PBAS) for faculty, Teacher Training Programs, Faculty Development Programs (FDPs), and academic planning through Calendars and Lesson Plans. Faculty are encouraged to engage in research, and the college has integrated the New National Education Policy (NEP) 2020, including the Four-Year Undergraduate Program (FYUGP), into its curriculum to uphold progressive standards.

Aligned with NEP-2020, Birpara College fosters decentralized governance, enabling operational autonomy and participative decision-making through regular meetings. The college's organizational structure includes Academic, Administrative, Finance, Cultural, and Sports wings, led by Convenors and Heads of Departments, facilitating collaboration. Decisions on development, infrastructure, finance, academics, admissions, e-governance, and partnerships are based on recommendations from IQAC and various subcommittees.

Supported by government funding, the college sustains operations through Plan and Non-Plan allocations. The Career Counselling and Placement Cell enhances occupational skills and fosters an entrepreneurial mindset through industry collaboration. Key achievements include MOUs with educational institutions, NSS engagement, and NEP 2020 initiatives, such as a Women's Studies unit.

Birpara College prioritizes student support, transparent evaluation, community outreach, and experiential learning, adhering to rigorous academic governance, ethical recruitment, and efficient resource management. Through strategic fund utilization, the college is dedicated to educational empowerment, societal transformation, and academic excellence.

Institutional Values and Best Practices

Birpara College, with over 38 years of commitment to quality education, is dedicated to nurturing students into multi-skilled, socially responsible global citizens, contributing to a sustainable society. The college actively promotes gender equity through workshops, seminars, and academic programs led by the Internal Complaints

Committee (ICC) and the NSS Unit. These initiatives foster a culture of gender sensitization both on and off campus.

Celebrating its rich cultural heritage, Birpara College hosts a variety of theme-based programs throughout the year under the Cultural Committee. Key events such as the Annual Prize Day, Rabindra Jayanti, Republic Day, Independence Day, and International Mother Language Day highlight contemporary issues, featuring competitive events that showcase students' cultural talents.

Environmental sustainability is a key priority for the college, which conducts annual Green, Energy, and Environment Audits. The campus is maintained with waste segregation systems and eco-friendly practices, reflecting the institution's commitment to sustainability. Accessibility is also a focus, with disabled-friendly facilities including ramps, walkways, and toilets for Divyangjans, ensuring inclusivity for all students and staff.

Birpara College fosters an inclusive environment by hosting events for SC/ST, OBC, minority groups, and women. Initiatives such as Communal Harmony Day and International Women's Day promote awareness and community cohesion. The college upholds a strict Code of Conduct for teaching and non-teaching staff, ensuring professionalism and accountability.

Social outreach is integral to the college's mission. The NSS Unit organizes regular activities and special camps, benefiting the adopted village and aligning with the college's commitment to academic excellence, social responsibility, and community service.

In line with its commitment to gender equity, Birpara College has implemented several measures to promote gender parity and ensure the safety and security of female students. These include seminars on gender issues, separate washrooms for male and female students and staff, CCTV cameras for campus security, and an Anti-Sexual Harassment Cell.

The college prioritizes waste management and recycling, maintaining a clean and green campus. Students and staff are encouraged not to litter, with multiple dustbins for waste disposal. Organic waste is composted to fertilize the soil and promote eco-friendly tree growth. The NSS Units, alongside student volunteers, assist with campus cleanup. Irreparably damaged computers are recycled or sold, in accordance with the Finance Committee's guidelines. Through these efforts, Birpara College remains a beacon of holistic education, social outreach, and environmental responsibility.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	BIRPARA COLLEGE
Address	P.O AND P.S. BIRPARA, ALIPURDUAR DISTRICT
City	Alipurduar District
State	West Bengal
Pin	735204
Website	www.birparacollege.ac.in

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details		
State	University name	Document
West Bengal	University of North Bengal	View Document
Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	13-04-1993	View Document
12B of UGC	13-04-1993	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
---------------------------------------	--	---------------------------------------	---------------------------	----------------

No contents

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)? No

Is the College recognized for its performance by any other governmental agency? No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	P.O AND P.S. BIRPARA, ALIPURDUAR DISTRICT	Rural	7.05	5229

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/ Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No. of Students Admitted
UG	BA,History Hons,	36	HS	Bengali,English + Bengali	40	33
UG	BA,Political Science Hons,	36	HS	Bengali,English + Bengali	15	10
UG	BA,English Hons,	36	HS	English	40	37
UG	BA,Bengali Hons,	36	HS	Bengali	63	19
UG	BA,Nepali Hons,	36	HS	Nepali	40	7
UG	BA,Geography Hons,	36	HS	Bengali,English + Bengali	40	35
UG	BCom,B Com Hons,	36	HS	Bengali,English + Bengali	120	68
UG	BA,Sociology Hons,	36	HS	Bengali,English + Bengali	48	33
UG	BA,Ba General,	36	HS	Bengali,English + Bengali	657	657
UG	BSc,B Sc General,	36	HS	Bengali,English + Bengali	8	8
UG	BCom,B Com General,	36	HS	Bengali,English + Bengali	36	36

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				6				36			
Recruited	1	0	0	1	5	1	0	6	19	17	0	36
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff						
	Male		Female		Others	Total
Sanctioned by the UGC /University State Government						15
Recruited	5		2		0	7
Yet to Recruit						8
Sanctioned by the Management/Society or Other Authorized Bodies						4
Recruited	4		0		0	4
Yet to Recruit						0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				2
Recruited	2	0	0	2
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	2	0	0	2	1	0	6
M.Phil.	0	0	0	0	1	0	0	1	0	2
PG	0	0	0	3	0	0	17	15	0	35
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	0	0	1
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	1	0	2
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	523	0	0	0	523
	Female	815	0	0	0	815
	Others	0	0	0	0	0
Certificate / Awareness	Male	6	0	0	0	6
	Female	16	0	0	0	16
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years						
Category		Year 1	Year 2	Year 3	Year 4	
SC	Male	94	80	122	75	
	Female	111	96	120	93	
	Others	0	0	0	0	
ST	Male	186	110	141	75	
	Female	322	142	203	177	
	Others	0	0	0	0	
OBC	Male	53	57	56	40	
	Female	85	76	67	47	
	Others	0	0	0	0	
General	Male	190	169	287	213	
	Female	297	214	396	314	
	Others	0	0	0	0	
Others	Male	0	0	0	0	
	Female	0	0	0	0	
	Others	0	0	0	0	
Total		1338	944	1392	1034	

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:

The college has embraced the New National Education Policy (NEP) 2020 by implementing the Choice-Based Credit System (CBCS) curriculum, offering students the flexibility to select subjects of their choice across Arts, Science, and Commerce. With no rigid boundaries in subject selection, students can explore interdisciplinary studies; for instance, a History major may also take Economics and Geography, promoting a holistic academic experience that expands career opportunities. Adopting an interdisciplinary approach, the college enriches the teaching-learning process and empowers students to build knowledge, develop problem-solving skills, and gain self-confidence. Faculty from various science departments conduct at least two classes per week beyond their specific disciplines, contributing to a cross-disciplinary academic experience. Similarly, educators from the humanities engage actively in interdisciplinary teaching. To foster well-rounded learning, faculty members from the Department of Mathematics also lead classes across both science and humanities departments. The college facilitates a collaborative teaching model, with educators from the Department of Education and departments like Bengali, Economics, English, Geography, Hindi, History, Nepali, Political Science, Sociology, Mathematics, Physics, and Computer Science exchanging classes to create an interconnected curriculum. Gender equity is emphasized across departments, fostering a nuanced understanding of this important subject. Under the CBCS syllabus, Environmental Studies is a mandatory Ability Enhancement Compulsory Course (AECC), highlighting the Department of Geography's role in interdisciplinary teaching and enhancing environmental awareness. This comprehensive, interdisciplinary approach not only enriches students' academic journeys but also prepares them with a broad skill set for real-world challenges. The college offers diverse undergraduate (UG) programs in Arts, Social Sciences, Pure Sciences, and Bio-Sciences, covering a wide range of honours and general elective subjects to meet the varied interests and needs of students in the region. Additionally, the institution has successfully organized webinars exploring various dimensions of study, drawing participants from diverse backgrounds and enriching the educational experience.

2. Academic bank of credits (ABC):

The affiliating University of North Bengal has yet to provide specific instructions to the college regarding the implementation of the Academic Bank of Credits (ABC). However, the college is prepared to adopt the ABC system as soon as it is formally introduced. Aligned with the National Education Policy (NEP), the ABC system offers undergraduate students greater flexibility through multiple entry and exit options, enabling them to pause and rejoin their courses within a designated timeframe. This initiative facilitates academic mobility by allowing students to study at various Higher Education Institutions across the country, supported by an efficient credit transfer mechanism that can lead to certificates, diplomas, or degrees. In line with university directives, all students are now required to register with the ABC system through [www.abc.gov.in](<http://www.abc.gov.in>) and to obtain an ABC ID. Additionally, students are encouraged to register on Digilocker via [www.digilocker.gov.in](<http://www.digilocker.gov.in>) to access secure electronic copies of their academic credentials. As per the latest notification from Birpara College, this registration process with both ABC and Digilocker has been made mandatory starting from the 2023-2024 academic session. This digital initiative aims to streamline academic processes, providing students with a reliable and accessible repository for their educational records. We are pleased to announce that with support from the University of North Bengal, Birpara College is advancing its educational framework through the ABC system, which enhances flexibility and promotes a student-centered model in academic programs. This system allows students to accumulate credits for completed courses, regardless of the semester, giving them more control over their academic journey. Key features of this implementation include flexible course selection aligned with career goals, transparent credit accumulation within the ABC, interdisciplinary learning opportunities, credit transferability across departments or campuses, and the ability to design personalized learning paths. This progressive approach is expected to significantly enhance students' academic experiences, and we encourage our college community to embrace the benefits of this transformative system.

<p>3. Skill development:</p>	<p>The college has collaborated with Anudip, a Kolkata-based NGO, to conduct skill development programs that provide students with practical training in Communicative English and a Certificate course in Computer Applications. In addition to the regular academic focus on teaching and learning, the college has organized counseling sessions to inform students about various career opportunities available post-graduation. These initiatives supplement academic activities with experiential learning, enriching students' academic and practical knowledge. To ensure student success in future careers, Birpara College, under the guidance of the Internal Quality Assurance Cell (IQAC), the Career Counselling Cell, and the Incubation Centre, has launched multiple initiatives focused on skill development and employ</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>Birpara College has recognized the importance of fostering an understanding of Indian history, culture, and traditions, as emphasized in the Draft New National Education Policy 2020. Humanities and language-based departments, such as Bengali, Hindi, and Nepali, have made concerted efforts to teach students about India's rich civilizational heritage through courses on Indian literature, culture, and traditions. These classes aim to deepen students' appreciation of India's five-millennia-old civilization. The social science departments, including History, Geography, and Political Science, enrich this experience by instructing students on topics such as the Indian freedom movement, constitutional history, the development of democratic values, and insights from ancient texts like the Arthashastra. This multidisciplinary approach helps students gain a well-rounded understanding of India's cultural and historical legacy. During the pandemic and afterward, the college adapted by delivering courses in both online and blended formats using ICT tools like laptops, desktops, smartphones, and tablets. History and Political Science departments provided students with online resources to support comparative studies and self-directed learning in tandem with regular lessons. Dedicated to preserving and promoting Indian languages and cultural heritage, Birpara College prioritizes instruction in students' mother tongues while also offering courses in English to ensure global access to Indian languages. The college's curriculum includes twenty-seven diverse</p>

courses, with a special focus on Sanskrit and Philosophy, covering the values and teachings of foundational texts such as the Vedas, Upanishads, and Bhagavad Gita. Aligned with the Indian Knowledge System (IKS), the college integrates physical, mental, emotional, and spiritual growth into its educational approach. Recognized by the University of North Bengal, the college offers a variety of courses to support this holistic model, including:

- Yoga and Meditation: Supporting physical and mental well-being.
- Self-Defense: Equipping students with essential safety skills.
- Certificate/Add-on/Value-added Courses: Including Painting, Art, and Crafts, aimed at fostering well-rounded development.

To deepen its engagement with IKS, Birpara College plans to establish a dedicated Research Centre. The college also celebrates diversity and pluralism, fundamental principles of IKS, through its honours programs in Political Science, History, Geography, and Sociology, which encourage the exploration of diverse philosophical perspectives and intellectual coexistence. Departments like Economics, Geography, and Political Science align their teachings with IKS, helping students develop a nuanced understanding of economic and geopolitical landscapes. In addition to the core curriculum, Birpara College offers Certificate/Add-on/Value-added courses that convey knowledge of Indian heritage, scientific advancements, and professional skills, fostering a deep appreciation for both national and regional cultures. The college's commitment to integrating the Indian Knowledge System into education ensures students develop both academic and cultural competencies, preparing them to contribute meaningfully to their communities and thrive in a globalized world.

5. Focus on Outcome based education (OBE):

The college is committed to not only guiding students academically to excel in their graduation programs but also encouraging them to pursue higher studies at the university level. Many students have continued to postgraduate and research studies at the affiliating university and other universities across the state. Practical and lab-based subjects, such as Science, Commerce, and Economics, have particularly equipped students with relevant skills, helping them compete effectively in the job market. To further

enhance practical skills, the college has collaborated with Anudip, a Kolkata-based NGO, to offer skill development programs in Communicative English and a certificate course in Computer Applications. Alongside regular academic activities, the college also organizes career counseling sessions to inform students about various post-graduation career paths. Through these initiatives, academic instruction is supplemented with experiential learning, enhancing both academic and practical knowledge. Outcome-Based Education (OBE) serves as a structured framework within the college, focusing on defining and assessing students' learning outcomes systematically against established benchmarks. This comprehensive evaluation process includes class tests, tutorials, internal assessments, and final examinations, allowing the college to track students' knowledge and skill acquisition throughout their academic journey. By implementing OBE, the college measures the effectiveness of its educational methods, from entry-level assessments through final exams, identifying both slow and advanced learners to better support individual progress. Engagement in the classroom is a vital element of OBE, and teachers employ diverse methods to involve students actively. Projects, student seminars, conferences, and field tours offer practical applications of learning, while project reports contribute significantly to refining curriculum and teaching materials. The Academic Subcommittee reviews these reports to gain insights that inform course redesigns, aiming to develop higher-order knowledge and skills beyond traditional curricula. Through initiatives such as seminars, certificate and add-on courses, and excursions, teachers adopt innovative approaches that enhance both teaching and learning. This commitment to OBE has improved graduate success rates, with students now demonstrating enhanced preparedness for the evolving academic and professional environment. By organizing academic programs around clearly defined outcomes, the college ensures students develop a balanced combination of knowledge, skills, abilities, attitudes, and understanding. To maximize the advantages of OBE, the institution held a special workshop focused on key aspects of Outcome-Based Education, emphasizing diverse learning modalities that equip students with competencies essential for success in a competitive world. In summary, the

	<p>college's commitment to OBE has transformed assessment and learning processes, resulting in graduates who are more successful and better equipped for academic and professional challenges.</p>
<p>6. Distance education/online education:</p>	<p>During the pandemic and the initial period of resumed classes, the college swiftly adapted to online and blended instruction, utilizing ICT tools like laptops, desktops, smartphones, and tablets to maintain continuity in education. Webinars and online sessions were organized for both students and faculty, and the Department of Sociology provided students with access to lecture series on YouTube, ensuring the accessibility of quality content. Beyond the regular undergraduate programs, the college also hosts study and examination centers affiliated with the Netaji Subhas Open University (NSOU) and the Indira Gandhi National Open University (IGNOU), which offer both Bachelor's and Master's degree programs. Currently, the NSOU study center operates on campus, enhancing access to distance education and creating a synergistic learning environment alongside the college's undergraduate programs. The pandemic's onset required a rapid shift to online learning, prompting the college to adopt proactive measures, especially during the 2021–2022 academic session. This included the addition of new certificate and collaborative courses to support broader acceptance of online and remote education. Recognizing the role of technology in modern education, the college invested in a Learning Management System (LMS) to elevate the quality of online learning experiences. Both synchronous virtual classes and a hybrid education model were introduced, offering flexibility by combining in-person and online learning elements. Students have responded positively, appreciating the adaptability and benefits of each format. In collaboration with platforms like SWAYAM and NPTEL, the college has encouraged students to enroll in various courses, further expanding their learning opportunities. To replicate the interactive classroom experience, group discussions and student seminar presentations were conducted in virtual formats, facilitating real-time engagement with professors and peers. The college remains dedicated to ensuring its distance education programs meet the same rigorous standards as in-person courses. By incorporating multiple</p>

instructional modes and technologies, the institution has crafted a dynamic, accessible learning environment that caters to all students' needs. The importance of digital learning became especially evident during the COVID-19 pandemic. Even as traditional classroom instruction has resumed, online methods remain integral, particularly for distributing study materials and communicating essential information. This blended approach ensures the efficient exchange of information and aligns with contemporary educational trends, supporting the college's mission to provide a seamless, flexible learning experience.

Institutional Initiatives for Electoral Literacy

<p>1. Whether Electoral Literacy Club (ELC) has been set up in the College?</p>	<p>The college established the Birpara College Electoral Literacy Club (BCELC) on June 16, 2021, as part of a proactive effort to cultivate civic and electoral awareness, especially among new voters aged 18–21 enrolled in undergraduate programs. Since its inception, BCELC has actively organized a variety of programs to promote democratic participation and civic responsibility. Led by the Department of Political Science, the club observes important events such as Voters’ Day and Constitution Day, highlighting the principles of democracy and the significance of voting. ELC members engage in outreach activities both on campus and in the surrounding community, focusing on the importance of voting, the fundamentals of the political system, and the steps to register in electoral rolls. These initiatives serve to deepen students’ and residents’ understanding of their rights and responsibilities as citizens, fostering a sense of active civic engagement. Through BCELC, the college aims to nurture informed, responsible citizens equipped to contribute meaningfully to the democratic process.</p>
<p>2. Whether students’ co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?</p>	<p>Birpara College prioritizes electoral literacy as a vital component in developing an informed and responsible electorate. This commitment is exemplified by the college’s Electoral Literacy Club (ELC), which operates impartially to uphold the values of the democratic process. The ELC acts as a representative forum, with selected departments and</p>

cells nominating students who engage in discussions on broader sociopolitical issues, fostering a democratic outlook within the student community. While all students are ELC members, specific students serve as representatives, guiding the club's mission to instill a thorough understanding of democratic systems and responsibilities. The ELC's primary goal is to equip students with the knowledge to participate actively and responsibly in electoral processes, both locally and nationally. Through various activities and dialogues, the club promotes responsible citizenship and democratic engagement. Operating in alignment with the Election Commission of India (ECI) guidelines, the ELC at Birpara College functions as a formal, representative body that includes both faculty and students. The club is led by Nodal Officer Manasree Dasgupta, Assistant Professor in the Department of Political Science, with support from key members such as Mr. Dilip Biswas, Assistant Professor, who also serves as a mentor to the club, guiding its initiatives and growth. The ELC is run by an elected student body, with representatives chosen from different courses, including Honours, General programs, and NSS units. These elected representatives ensure that the ELC remains a dynamic and inclusive platform, empowering students to engage thoughtfully with sociopolitical issues and nurturing a democratic vision.

3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.

The Electoral Literacy Club (ELC) of Birpara College, in alignment with guidelines from the Election Commission of India (ECI) and the District Election Officer (DEO) of Alipurduar, is dedicated to promoting civic awareness and active participation in democratic processes among students and the local community. Core initiatives include voter registration drives and empowerment programs, where students and community members are encouraged to register as voters and educated on the electoral process, ensuring they are informed about their rights and responsibilities. In collaboration with the Department of Parliamentary Affairs, Government of West Bengal, and following guidance from the District Magistrate's office, the ELC organizes a Youth Parliament, a platform for students to engage in debates on national and international issues, simulating parliamentary procedures and fostering a

	<p>deeper understanding of governance. Additionally, the club annually observes National Voters Day, hosting workshops, guest lectures, and interactive sessions that underscore the importance of civic engagement, thereby contributing to the formation of a well-informed and proactive electorate. The ELC encourages students to volunteer in electoral activities, including voter registration drives on campus and in nearby communities, and assists the district election administration of Alipurduar during polling events. Through its voter awareness campaigns, the club promotes ethical voting practices and strives to ensure the participation of underrepresented sections of society, including transgender individuals, commercial sex workers, persons with disabilities, and senior citizens. On January 25, 2023, in collaboration with the NSS unit of Birpara College and with support from the Alipurduar Election Office, the ELC held an awareness program on campus for newly eligible 18+ voters, further affirming its commitment to fostering civic responsibility and engagement.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>The Electoral Literacy Club (ELC) of Birpara College, in partnership with the District Election Office, is dedicated to enhancing community engagement in the electoral process, with a strong emphasis on voter registration and enrollment. Through coordinated voter registration drives, faculty and student volunteers provide hands-on assistance, helping community members complete registration forms, sharing information on necessary documentation, and addressing questions about the electoral process. This personalized support reduces barriers to registration and promotes greater voter participation. On campus, the ELC organizes awareness initiatives in collaboration with the District Election Office. These include informative presentations on voter registration procedures, the value of each vote, and a comprehensive overview of the electoral system. Interactive sessions with election officials allow students to ask questions and gain clarity on electoral matters. The club also sets up registration booths and assists eligible students in completing their registration, making it easier for them to participate actively in the democratic process. To further enhance engagement, the Department of Political Science held an Inter-College Poster Making</p>

	<p>Competition on June 25, 2023, themed "India After 74 Years of Independence," which was especially impactful for new voters. Additionally, an awareness drive for 18+ voters, organized by the District Election Office, Alipurduar, took place at the District Magistrate Office, further reinforcing the college's commitment to promoting electoral literacy. These comprehensive efforts by the ELC not only instill an understanding of democratic responsibilities in students but also serve as an essential resource for community electoral engagement. By fostering a more informed and active electorate, the ELC plays a vital role in supporting the democratic fabric of society.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>At Birpara College, nearly all students aged 18 and older are registered voters. To further boost voter awareness and engagement, the college regularly invites resource persons from the District Election Office to address students, enhancing their understanding of voting rights and responsibilities. These sessions have consistently delivered positive outcomes, effectively increasing awareness across the student body. The Birpara College Electoral Literacy Club (BCELC) has also launched a proactive project aimed at identifying students over 18 who have not yet registered to vote, with a special focus on preparing for the 2024 National Level Elections. This initiative seeks to further sensitize students on the importance of voter registration, ensuring a higher rate of electoral participation among the college community.</p>

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
2545	2724	2911	2392	2265
File Description		Document		
Institutional data in prescribed format		View Document		

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 47

File Description	Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
43	42	42	41	36

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2023-24	2022-23	2021-22	2020-21	2019-20
54.12	39.29	22.73	18.45	21.65
File Description		Document		
Upload Supporting Document		View Document		

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Birpara College, affiliated with the University of North Bengal, is committed to delivering a well-structured and inclusive education, preparing responsible citizens with advanced knowledge and strong moral values. The institution emphasizes systematic academic planning and continuous evaluation, focusing particularly on supporting students from diverse backgrounds.

Faculty members actively participate in curriculum development through their roles in the Board of Studies, ensuring their contributions influence the curriculum framework. In collaboration with the IQAC and institutional authorities, the college prepares and publishes the Academic Calendar on the College website. This calendar includes key dates for the commencement of academic sessions, internal examinations, holidays as per the Government of West Bengal, and institutional events such as College Foundation Day, Annual Sports Day, and Annual Prize Day. It also lists vacations and session breaks. The college adheres closely to the academic calendar, with deviations occurring only in exceptional cases, such as during the COVID-19 pandemic.

Each semester, the Academic Council prepares the central routine, ensuring an equitable distribution of classes and a smooth teaching-learning process across departments. Departments hold regular meetings to design lesson plans, allocate teaching responsibilities, and schedule internal assessments. Teachers, in consultation with department heads, develop detailed teaching plans, which are shared with students at the start of each semester to provide clarity on syllabus coverage. These plans are meticulously documented to ensure the syllabus is completed within the prescribed time.

To enhance teaching effectiveness, the college integrates a Learning Management System (LMS), offering students digital access to teaching materials and lesson plans. In addition to traditional teaching methods, ICT tools, audio-visual aids, and PowerPoint presentations are regularly utilized to enrich classroom learning. Practical classes for laboratory-based subjects are conducted as scheduled, and special tutorial sessions are arranged for slow learners. Mentoring sessions are also available to address academic challenges.

The College Library offers a comprehensive collection of resources, including automated mail services for question papers, study materials, e-books, journals, magazines, theses, and educational videos. It is equipped with IT facilities such as scanners and printers to support learning.

Continuous evaluation is embedded in the teaching-learning process through class tests, assignments, and student seminars. An Annual Test Examination is held prior to the University's semester exams, and results are posted on departmental notice boards. Students are encouraged to participate in invited

lectures, seminars, webinars, and interdisciplinary events to expand their knowledge. Wall magazines, prepared by students under faculty guidance, reflect their engagement with academic and contemporary issues.

The college organizes field trips, excursions, internships, and institutional visits to provide practical knowledge and enhance the learning experience. The Academic Council, in collaboration with faculty and the Teachers' Council, prepares the academic calendar at the start of each session, outlining the schedule for internal assessments, fieldwork, study tours, sports and cultural activities, and extracurricular programs in alignment with the affiliating university's rules. Students are notified in advance to submit their dissertations and field reports.

In addition to field trips, students are evaluated through viva voce assessments to test their understanding of the subject matter. Faculty members are also responsible for spot assessments, evaluation of university answer scripts, and the moderation of question papers. Many faculty members serve on the Board of Studies, contributing to the creation of question papers and the design of UG programs.

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 34

File Description	Document
Institutional data in the prescribed format	View Document

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 62.51

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
2426	2614	2040	0	944

File Description	Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

Birpara College, affiliated with the University of North Bengal, is committed to integrating critical cross-cutting themes such as Professional Ethics, Gender, Human Values, Environment, and Sustainability into its curriculum, ensuring holistic development for students. These themes are essential in shaping students' personal and professional perspectives, preparing them for the challenges of modern society.

Professional Ethics is emphasized at Birpara College through a weeklong Value Orientation Course at the start of each academic session. This course introduces students to ethical issues and fosters discussions on integrity, responsibility, and respect. The IQAC organizes seminars and webinars on topics like Intellectual Property Rights, reinforcing the importance of professional ethics across various disciplines. The college encourages moral upliftment and emphasizes the significance of ethical conduct in academic and professional settings.

Gender Sensitivity is a core principle at Birpara College. The college promotes gender equality and empowerment through subjects like Political Science, English, Bengali, and History, which explore topics such as feminism, women's education, and empowerment. The Internal Complaints Committee observes International Women's Day with seminars and documentaries, inviting discussions with experts. Gender-related awareness is further promoted through the NSS, which conducts personal hygiene and nutrition programs for villagers, emphasizing gender sensitivity and equal access to resources.

Human Values such as compassion, empathy, and tolerance are nurtured through various courses, including Political Science and Human Geography. Special lectures, debates, and NSS activities—such as flood relief efforts and donations—instill a sense of social responsibility among students. The college encourages students to reflect on ethical dilemmas and humanism, preparing them to be conscientious citizens who contribute positively to society.

Environment and Sustainability are key themes integrated across disciplines like Political Science, Geography, and Economics. Students learn about topics such as biodiversity, sustainable development, environmental ethics, and renewable energy. The college celebrates World Environment Day and organizes seminars and workshops to deepen students' awareness of environmental issues. The NSS Unit plays a significant role in promoting sustainability through cleanliness drives, tree plantation initiatives, and advocacy for water conservation and reduced plastic use. These activities not only promote environmental awareness but also encourage students to actively engage in sustainable practices.

Birpara College places a strong emphasis on **gender inclusivity**, reflected in the higher enrollment of

female students compared to their male counterparts, contributing to a positive Gender Parity Index (GPI). The Sociology department conducts gender sensitization programs through workshops and student seminars, addressing prevalent gender-based issues and fostering a supportive environment for both male and female students.

In line with its mission, Birpara College encourages **community engagement** through various extension activities that promote social and ethical values. The NSS Units, with a significant number of female volunteers, actively contribute to social causes such as COVID awareness programs, sanitization drives, and tree plantation campaigns. These initiatives foster gender inclusivity and environmental sustainability while developing students' sense of responsibility toward their community.

By integrating professional ethics, gender awareness, human values, and environmental sustainability into its curriculum and extension activities, Birpara College prepares students to face global challenges, advocate for social justice, and contribute to an inclusive, sustainable future.

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 61.22

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 1558

File Description	Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: C. Feedback collected and analysed

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 73.6

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2023-24	2022-23	2021-22	2020-21	2019-20
1338	944	1392	1034	1113

2.1.1.2 Number of sanctioned seats year wise during last five years

2023-24	2022-23	2021-22	2020-21	2019-20
2707	1119	1596	1210	1277

File Description

Document

Institutional data in the prescribed format

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 83.4

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2023-24	2022-23	2021-22	2020-21	2019-20
851	387	709	507	510

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
1217	502	717	544	574

File Description	Document
Institutional data in the prescribed format	View Document

2.2 Student Teacher Ratio

2.2.1

**Student – Full time Teacher Ratio
(Data for the latest completed academic year)**

Response: 59.19

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

Birpara College prioritizes student-centered learning by implementing experiential, participative, and problem-solving methods that enhance educational outcomes. The Sociology, History, Geography, Nepali, Bengali, and Commerce departments conduct regular field trips, enabling students to apply theoretical concepts in real-world settings. Under faculty guidance, students write reports and dissertations based on their field experiences, complementing classroom instruction and deepening their subject knowledge.

In response to the pandemic, the college adapted quickly to ICT-enabled teaching, allowing students to clarify doubts and receive tailored support, regardless of their learning pace. Blended learning was introduced during limited reopening periods, providing continuity with a mix of online and in-person sessions. Teachers utilized desktops, laptops, smartphones, and tablets to create and share digital content like recorded lectures on YouTube, making learning accessible on and off-campus. This approach supported diverse student needs and learning styles.

The college follows the affiliating university's syllabus, incorporating the Choice-Based Credit System (CBCS) and the new Four-Year Undergraduate Program (FYUGP). Aligned with the National Education Policy (NEP), the college has taken an integrative approach, breaking down traditional subject barriers. A compulsory Environmental Studies course ensures students are aware of key topics like sustainability,

human values, and gender issues, woven across Humanities and Commerce curricula.

To gauge academic and social backgrounds, a "Student Aptitude Test" is conducted after admission. Teachers assess students' competencies through performance, class interactions, and discussions. Advanced learners gain access to e-resources like N-LIST and SAGE Online and are encouraged to join SWAYAM courses, attend seminars, and participate in departmental activities. These learners may also serve as teaching assistants in practical classes. Meanwhile, slow learners receive additional mentoring, remedial classes, and supplementary resources to address their academic challenges.

ICT tools have become integral to teaching and learning at Birpara College. Departments utilize e-resources, and digital tools like GPS and geo-tagging enrich field documentation. Hands-on learning is emphasized in science labs, while internships and apprenticeships offer practical experience. English and Bengali departments use digital devices for drama activities, Sanskrit offers language courses, and Political Science holds Youth Parliament Competitions using PowerPoint to foster participative learning.

Beyond the classroom, participative learning extends through industrial visits, science exhibitions, seminars, and project work. The History Department's museum and Mathematics puzzles encourage critical thinking, while clubs like Cine Club, Eco Club, and Science Club engage students in extracurricular learning. The National Service Scheme (NSS) promotes environmental and social responsibility through tree planting and cleanliness drives.

During and after the pandemic, students enrolled in certificate courses in ICT and Functional English, and participated in workshops and webinars. Faculty members used tools like PowerPoint, G-Suite, and LMS to enhance teaching, and conducted online assessments through Continuous Internal Assessment (CIA). Faculty training sessions on advanced software were also arranged to improve digital teaching skills. The library, featuring automated Wi-Fi, QR-based OPAC, and a cloud-based ILMS, provides essential e-learning support, while empowerment programs encourage students to explore digital resources and open educational materials, transforming the library into a vibrant information hub and enriching the learning environment.

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 94.88

2.4.1.1 Number of sanctioned posts year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
43	43	43	43	43

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 59.31

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
28	26	24	24	19

File Description

Document

Institution data in the prescribed format

[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Birpara College has a transparent, efficient internal assessment mechanism that adheres to university norms and prioritizes fairness. Internal assessments are mandatory for all students, with marks uploaded to the university portal per the University of North Bengal's guidelines. Assessments are completed punctually, and students with grievances can approach their department's Head for resolution. For major issues, the college informs the university, ensuring actions align with university regulations. Persistent concerns can be addressed independently under the RTI Act, providing students with an avenue for unbiased review.

The college adopted the Choice-Based Credit System (CBCS) in 2019. For non-practical subjects, internal assessments contribute 36% of total marks, broken down into 8% for attendance, 12% for internal assessments, and 16% for tutorials. Practical subjects allocate 30% of marks to practical exams, with 20% for attendance and 12% for internal assessments. Departments maintain monthly attendance records, regularly informing students and engaging with those who require support. Internal assessments follow the prescribed structure of the university, with centralized coordination for consistency. Tutorials incorporate diverse assessment types, including term papers, projects, group discussions, and presentations, tailored to each department's needs. Continuous support is provided through regular class tests and remedial sessions.

The Continuous Internal Assessment (CIA) system is flexible, allowing departments to plan internal tests and choose evaluation methods that best support learning. During the COVID-19 pandemic, the college adapted to online assessments, ensuring timely submission of marks. The Internal Quality Assurance Cell

(IQAC) has introduced project-based evaluations, group discussions, seminar presentations, and surveys based on field excursions to enhance the learning experience. The Central Examination Sub-committee supervises the CIA tests, handling question paper preparation, evaluation, and feedback. Marks are displayed on departmental notice boards, maintaining transparency.

To accommodate students facing legitimate challenges, the college provides attendance concessions for medical reasons and alternate arrangements for those unable to attend exams. Monthly attendance is shared with students and parents when necessary, and attendance and continuous evaluation (CE) impact final results. The Grievance Redressal Sub-committee addresses examination-related issues, which are minimal due to diligent assessment practices.

For semester exams, the college follows the University of North Bengal's norms, ensuring timely enrolment, admit card distribution, and adherence to the exam schedule through its Central Examination Sub-committee. University-appointed teachers handle answer script evaluations, and the college facilitates the Post Publication Review (PPR) and Post Publication Scrutiny (PPS) processes, assisting students in resolving concerns related to their results. The prompt issuance of mark sheets, including SGPA and CGPA scores, supports a smooth, stress-free transition for students.

Overall, the semester system at Birpara College supports a well-structured teaching-learning environment, with regular assessments and a student-centered approach. The college's comprehensive assessment and grievance redressal processes foster a fair and transparent evaluation system, contributing to a balanced educational experience.

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

Birpara College ensures that all departments follow structured lesson plans aligned with the Choice-Based Credit System (CBCS) and university norms to achieve their Program and Course Outcomes. The College's Academic Council and Teachers' Council actively evaluate academic session results with participation from all faculty members. Department heads regularly monitor the teaching-learning process and student performance as part of ongoing assessment efforts. New students are introduced to the syllabus through an orientation program, and the College website provides access to schedules and university-prescribed syllabi. Students are encouraged to participate in departmental seminars, where they can present papers and explore potential research areas, fostering a participative and experiential learning environment.

Committed to transparency, Birpara College prominently displays Program Specific Outcomes (PSOs) and Course Outcomes (COs) on its website, ensuring easy access for both students and faculty. These outcomes are discussed in detail during orientation sessions and in initial departmental meetings. Guided by the motto "Discipline, Dedication & Determination," the College promotes a holistic educational

experience, expecting commitment to these principles from all members.

Program Structure and Outcomes

Each program is designed with a detailed syllabus outlining courses, elective options, and skill development opportunities. Program Outcomes (POs) and Course Outcomes (COs) are communicated in orientations and during classroom interactions to clarify expectations and support goal alignment. The structured curriculum aims to build interdisciplinary knowledge and essential skills like problem-solving, communication, and management.

Assessment and Evaluation Methods

Birpara College uses a range of direct and indirect methods to evaluate students' progress toward achieving COs, PSOs, and POs:

Direct Methods:

- **Continuous Internal Assessment:** Through seminars, assignments, projects, laboratory performance, and presentations, the College encourages critical thinking and communication skills.
- **Semester Examination Performance:** End-of-semester exams and formative assessments provide a direct measure of CO attainment.

Indirect Methods:

- **Feedback Mechanism:** Regular feedback from students, alumni, and employers is collected to gauge the effectiveness of programs in meeting educational outcomes.
- **Holistic Development:** Faculty encourage adaptability, leadership, and life skills, supporting students' overall growth.
- **Student Progression and Placement:** Tracking students' progression to higher studies and employment rates provides insight into the success of academic programs and skill preparation.

By integrating these assessment methods, Birpara College ensures that students acquire the competencies needed to address societal demands, preparing them for diverse professional and academic pursuits.

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Birpara College employs a structured and multifaceted approach to measure Program Outcomes (POs) and Course Outcomes (COs), ensuring a thorough assessment of student learning and progress. Each department follows a detailed lesson plan aligned with university norms under the Choice-Based Credit

System (CBCS) guidelines. The College's Academic Council and Teachers' Council actively evaluate academic results, with participation from all faculty members. Department heads hold regular meetings to monitor teaching processes and student performance as part of the continuous internal assessment procedure. Students are encouraged to present papers at departmental seminars, promoting experiential and participative learning.

Evaluation Methods

Direct Methods

- **Continuous Internal Assessment:** The College adheres to university guidelines for internal evaluation, allotting 10 marks per subject (4 for attendance and 6 for Continuous Evaluation). Assessment methods include seminars, assignments, projects, laboratory work, poster presentations, class tests, and college exams. Students also create project files and present on relevant topics, which are archived for future reference.
- **Semester Examination Performance:** Semester exams, both formative and summative, provide a direct measure of CO attainment. Grades are analyzed to gauge curriculum effectiveness and student understanding.

Indirect Methods

- **Feedback Mechanism:** A robust feedback system, involving students, alumni, and employers, collects annual insights into teaching quality, curriculum delivery, and college resources. The Internal Quality Assurance Cell (IQAC) reviews this feedback, discussing improvement areas with college authorities and department heads. Feedback reports are published on the College website for transparency.
- **Holistic Development:** Faculty encourage teamwork, leadership, and respect for diverse perspectives. Students learn to mediate conflicts, uphold professional ethics, and practice environmental sustainability.
- **Student Progression:** The rate of student progression to higher education is a significant indicator of program success. Over the past five years, 40% of graduates have pursued further studies, with many qualifying for competitive exams such as JAM, GATE, NET, SET, CAT, and TET. Additionally, students often achieve top ranks in university exams.
- **Placement and Employability:** The Career Counselling and Placement Cell organizes internships and career guidance. Off-campus placements and successful internships reflect the program's effectiveness in preparing students for employment.

Monitoring and Reporting

- **Student Monitoring:** Faculty track student progress through semester-wise reports. Regular mentoring and counselling are provided, particularly to students facing academic challenges.
- **Parental Engagement:** The Principal, faculty, and staff meet with students and parents to discuss academic outcomes. Parent-teacher meetings analyze trends in performance, focusing on improvements in student numbers and pass rates.
- **Attainment Level Score:** The attainment score for each course is calculated using an 80:20 ratio, combining direct (teacher assessments) and indirect (feedback responses) methods.

Through this comprehensive evaluation strategy, Birpara College continually enhances its educational

practices, fostering an environment that supports student success and development.

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 68.33

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
124	210	601	514	441

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
506	626	641	551	442

File Description	Document
Institutional data in the prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.84

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

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

Response: 0

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

2023-24	2022-23	2021-22	2020-21	2019-20
0	0	0	0	0

File Description

Document

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

The Draft National Education Policy 2020 emphasizes integrating the Indian Knowledge System into higher education, honoring India's rich cultural heritage and civilization spanning over five millennia. Birpara College has aligned its curriculum with these goals, particularly within the humanities and language departments (Hindi, Bengali, and Nepali), which explore the lives and contributions of prominent Indian thinkers, poets, musicians, philosophers, and economists as part of the CBCS syllabus. During the pandemic, faculty provided online lectures and guided students to specific resources to deepen their understanding of Indian Knowledge Systems. In addition, comprehensive efforts were made to ensure that the syllabus content was accessible and engaging for students, incorporating ICT tools extensively for online and blended learning. Recorded lectures were uploaded on YouTube, and digital platforms like Google Meet and Google Forms were used to facilitate classes and evaluations, enabling students to engage with the content from any location.

The Hindi Department celebrates Hindi Diwas annually with enthusiastic involvement from students and faculty, featuring lectures from distinguished speakers to enrich students' knowledge of Hindi literature

and culture. The Department of Geography enhances students' practical skills through its GIS Lab, equipped with Remote Sensing technology. It collaborates with the Indian Space Research Organization (ISRO) to introduce students to India's advancements in space science, encouraging them to pursue higher studies in STEM fields. The Geography Department also hosted a state-level workshop on Intellectual Property Rights (IPR), featuring Dr. Santanu Das from Coochbehar Panchanan Barma University. This interactive event allowed students and faculty to engage in discussions on the significance of IPR, furthering their understanding of its relevance to national progress.

The college's curriculum adheres to the University syllabus and UGC's Choice-Based Credit System, blending regional and traditional knowledge with global perspectives. Courses in Sanskrit, Bengali, History, Geography, and Political Science provide students with a holistic view, incorporating Indian values and biodiversity conservation knowledge. A medicinal plant garden on campus supports practical learning about Ayurveda-based plant medicine, reflecting Birpara College's commitment to preserving and promoting India's natural heritage. Additionally, cultural heritage is celebrated through seminars, observance of significant cultural days, and other programs that nurture a deep appreciation for Indian traditions.

Birpara College complements these efforts by organizing workshops and seminars on IPR, with recent topics such as "Introduction to IPR and IPR Issues" and "Threats and Challenges to IPR Issues in India," featuring Mortuja Rahman from the Kolkata High Court. These workshops aim to build awareness and understanding of IPR's impact on India's development. Faculty research projects, supported by UGC funding, include "Studies on regional and modern Nepali identity in India", "post-independence Bengali literature", "Sustainable livelihood in forest communities", and "Socio-environmental issues in North Bengal". These research endeavors underscore the college's commitment to addressing local concerns through academic inquiry.

Collaborative agreements (MoUs) with neighboring institutions facilitate knowledge exchange and expand career pathways for students. The college also operates two museums: the Local Culture Museum, preserving ethnic tools and instruments, and the Geological Museum, displaying geological artifacts. These museums enrich the curriculum and foster a sense of historical continuity, enhancing students' appreciation of cultural and scientific heritage.

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 43

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2023-24	2022-23	2021-22	2020-21	2019-20
10	22	5	3	3

File Description	Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.43

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
6	2	5	5	2

File Description	Document
Institutional data in the prescribed format	View Document

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 1.49

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2023-24	2022-23	2021-22	2020-21	2019-20
16	31	13	5	5

File Description	Document
Institutional data in the prescribed format	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Birpara College, situated in a remote part of West Bengal near the North Eastern states, serves a diverse student population largely from tea garden communities, many of whom are first-generation learners facing socio-economic challenges. The college addresses these unique needs through inclusive teaching practices and focused support. During the pandemic, faculty utilized ICT to deliver lessons, encouraging student interaction and addressing learning disparities. When in-person classes resumed briefly, blended learning enabled faculty to connect directly with students, tailoring support for both advanced and slow learners.

The college curriculum incorporates themes like professional ethics, gender equality, human values, and environmental sustainability, which are embedded across Humanities and Commerce disciplines. These topics are supported by experiential learning opportunities, such as seminars and community outreach activities, which instill values of gender sensitivity and environmental responsibility. The college's commitment to inclusivity is reflected in a high Gender Parity Index, with a higher enrollment of female students. The Sociology Department actively conducts gender sensitization workshops and seminars, addressing prevalent issues, while the National Service Scheme (NSS) units play a key role in outreach, involving a large number of female volunteers.

Guided by Programme Officers Mr. Pranay Dey and Dr. Jotirmay Roy, the NSS Units provide students with hands-on social service opportunities that foster leadership, teamwork, and civic responsibility. Through regular activities such as blood donation awareness, thalassemia screenings, campus clean-up drives, and plantation efforts, students develop social awareness and practical skills. The NSS organizes Special Camping Programs in an adopted village, Islamabad, where students participate in COVID-19 relief efforts, distributing food, masks, and essential supplies. Collaborations with NGOs allowed them to distribute sanitary products, blankets, and other necessities, providing vital community support.

The college's commitment to community engagement extends beyond the classroom. NSS activities include cleaning drives, yoga sessions, and awareness campaigns, such as AIDS awareness and No Tobacco Day rallies. Environmental initiatives like **Swachh Bharat Abhiyan** and **Aranya Diwas** encourage students to take active roles in conservation. National observances like Constitution Day, Ambedkar Jayanti, and Independence Day foster patriotism and democratic values. Additionally, interactive voter sessions with the District Magistrate and the **Social Entrepreneurship Best Idea Program** support civic engagement and creative problem-solving among students.

Community support is also provided through collaboration with the History and Sociology Departments. They organize initiatives such as distributing clothes and school supplies in nearby villages and educating women on hygiene and nutrition. NSS week-long camps in adopted villages promote biodiversity conservation and sustainable resource use, helping students develop as environmentally conscious citizens.

Through these outreach activities, Birpara College instills empathy, social responsibility, and environmental awareness in its students. Many graduates continue their community service after completing their studies, participating in blood donation drives and other social initiatives, embodying the college's commitment to holistic education and social consciousness.

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Awards and Recognitions for Extension Activities

From Government/Government-Recognized Bodies

2019-2020

- **Certificate of Appreciation:** NSS Unit I, Birpara High School, Alipurduar.
- **Certificate of Appreciation:** NSS Unit II, Birpara High School, Alipurduar.
- **Resource Person:** SK Kamruzzaman (NSS Unit I, Birpara College) by Lilavati Mahavidyalaya, Alipurduar.

2020-2021

- **Resource Person:** Dr. Jyotirmay Roy (NSS Unit II, Birpara College) by Pijus Kanti Mukherjee Mahavidyalaya, Alipurduar.
- **Certificate of Appreciation:** NSS Unit I, Techno India Junior School, Rangalibazna, Alipurduar.
- **Certificate of Appreciation:** NSS Unit II, Techno India Junior School, Rangalibazna, Alipurduar.
- **Resource Person:** SK Kamruzzaman (NSS Unit I, Birpara College) by Falakata College, Alipurduar.

2021-2022

- **Resource Person:** Pranoy Dey (NSS Unit I, Birpara College) by Pijus Kanti Mukherjee Mahavidyalaya, Alipurduar.
- **Resource Person:** Dr. Jyotirmay Roy (NSS Unit II, Birpara College) by Birpara High School, Alipurduar.
- **Certificate of Appreciation:** NSS Unit I by Birpara Gram Panchayat, Birpara, Alipurduar.
- **Certificate of Appreciation:** NSS Unit II by Birpara Gram Panchayat, Birpara, Alipurduar.
- **Resource Person:** Pranoy Dey (NSS Unit I, Birpara College) by Lilavati Mahavidyalaya, Alipurduar.
- **Resource Person:** Dr. Jyotirmay Roy (NSS Unit II, Birpara College) by Falakata College, Alipurduar.

2022-2023

- **Resource Person:** Pranoy Dey (NSS Unit I, Birpara College) by Birpara High School, Alipurduar.
- **Resource Person:** Dr. Jyotirmay Roy (NSS Unit II, Birpara College) by Dhupguri Girls' College, Jalpaiguri.
- **Certificate of Appreciation:** NSS Unit I by Nangdala Gram Panchayat, Birpara, Alipurduar.
- **Certificate of Appreciation:** NSS Unit II by Nangdala Gram Panchayat, Birpara, Alipurduar.
- **Certificate of Appreciation:** NSS Unit I by Terai Dooars Educational Society, Alipurduar.
- **Certificate of Appreciation:** NSS Unit II by Terai Dooars Educational Society, Alipurduar.
- **Resource Person:** Pranoy Dey (NSS Unit I, Birpara College) by Dhupguri Girls' College, Jalpaiguri.
- **Resource Person:** Dr. Jyotirmay Roy (NSS Unit II, Birpara College) by Falakata College, Alipurduar.
- **Resource Person:** Pranoy Dey (NSS Unit I, Birpara College) by Lilavati Mahavidyalaya, Alipurduar.

2023-2024

- **Resource Person:** Pranoy Dey (NSS Unit I, Birpara College) by Dhupguri Girls' College, Jalpaiguri.
- **Resource Person:** Dr. Jyotirmay Roy (NSS Unit II, Birpara College) by Pijus Kanti Mukherjee Mahavidyalaya, Alipurduar.
- **Certificate of Appreciation:** NSS Unit I by Nangdala Gram Panchayat, Birpara, Alipurduar.
- **Certificate of Appreciation:** NSS Unit II by Nangdala Gram Panchayat, Birpara, Alipurduar.
- **Certificate of Appreciation:** NSS Unit I by Terai Dooars Educational Society, Alipurduar.
- **Certificate of Appreciation:** NSS Unit II by Terai Dooars Educational Society, Alipurduar.
- **Jury Member:** Pranoy Dey (NSS Unit I, Birpara College) by Alipurduar Mahila Mahavidyalaya.
- **Jury Member:** Dr. Jyotirmay Roy (NSS Unit II, Birpara College) by Alipurduar Mahila Mahavidyalaya.
- **Resource Person:** Dr. Jyotirmay Roy (NSS Unit II, Birpara College) by Dhupguri Girls' College, Jalpaiguri.
- **Resource Person:** Pranoy Dey (NSS Unit I, Birpara College) by Pijus Kanti Mukherjee Mahavidyalaya, Alipurduar.
- **Resource Person:** Pranoy Dey (NSS Unit I, Birpara College) by Falakata College, Alipurduar.
- **Resource Person:** Pranoy Dey (NSS Unit I, Birpara College) by Lilavati Mahavidyalaya, Alipurduar.

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 58

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
14	23	6	5	10

File Description

Document

Institutional data in the prescribed format

[View Document](#)

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 26

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The college, established on November 21, 1986, is situated on a 7.05-acre campus with a built-up area of 5,229 square meters, surrounded by green spaces. It offers 11 undergraduate programs across Arts, Science, and Commerce, focusing on continuous enhancement of its infrastructure, human resources, and learning resources. The campus features 40 well-ventilated classrooms, including smart classrooms, 4 state-of-the-art laboratories, and two conference rooms equipped with audio-visual technology. The library, with a collection of 16,000 books and access to over 6,000 online journals through N-LIST and Sage Publications, serves both students and faculty. A digital library card system with QR codes streamlines book access, and the library maintains a repository of past university question papers for reference.

The Geography department, supported by dedicated faculty, leverages its resources to help students excel in geo-scientific fields, with many achieving excellent results in university examinations. The campus includes an Incubation Centre, Language Lab, Reprographic Centre, and Digitization Centre, catering to various academic needs. To promote sustainability, the college has installed 40 KW solar panels and a 40 KV Kirloskar Green generator, ensuring a continuous power supply, and is committed to eco-friendly initiatives like rainwater harvesting, waste management, and air quality monitoring.

For connectivity, the college partnered with JIO Infocom to install a JIO tower, providing comprehensive Wi-Fi access across campus. Computing facilities are updated regularly, and strategic CCTV installations ensure student safety. All teaching and non-teaching staff have access to the college app with individual logins for streamlined communication. Requisitions from departments are reviewed by the Finance Committee and approved by the Governing Body, ensuring transparency in purchases through tenders, with items above INR 1 lakh procured via e-tendering and subject to audit.

Sports and cultural activities are well-supported, with facilities including a playground, mini indoor stadium for sports like badminton and basketball, and a cultural room for hosting annual events. The college also has a fitness center, gymnasium, and a yoga center. Extension activities are organized through NSS Units I and II, which engage students in social service and outreach programs, while dedicated spaces for the student union and counseling services provide additional support.

Health services include a Health Check-up Centre, Diet Counseling Centre, Psychological Counseling Cell, Gymnasium, and Yoga Centre. Environmental initiatives such as a Medicinal Plant Garden,

Vermicomposting Plant, and a plastic-free campus contribute to sustainability efforts. The campus is equipped with purified drinking water, separate washrooms, a canteen, and an astronomical telescope, and includes botanical and geological museums for academic enrichment. Security is ensured through CCTV surveillance and other safety measures.

With a focus on accessibility, the college provides facilities for differently-abled individuals and reserved parking. E-learning is supported by advanced library services, including memberships and digital resources. Seminar and conference halls are equipped with internet access, LCD projectors, personal computers, printers, and presentation tools. The entire campus, including faculty rooms, is covered by broadband and Wi-Fi, ensuring connectivity. These facilities create a supportive environment for holistic student development, promoting both academic excellence and social responsibility.

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 21.79

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2023-24	2022-23	2021-22	2020-21	2019-20
19.39	4.48	4.95	2.31	2.91

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

Birpara College's library is a dynamic knowledge hub, carefully designed to enhance the academic experience for both students and faculty. With a collection of approximately 16,000 books, the library is well-stocked to address a wide range of academic needs. Additionally, the library offers access to over 6,000 e-journals and nearly 799,500 e-books through the N-LIST program, significantly expanding research opportunities for users.

Equipped with the Integrated Library Management System (ILMS), SOUL 2.0, developed by INFLIBNET, the library efficiently manages resources and ensures seamless access to information. The system is regularly updated, maintaining a database of the 16,000 most-circulated books. Separate issue registers for students and faculty help maintain an organized lending system. Each department also maintains its own library, offering convenient, specialized resources tailored to their specific academic needs.

To streamline access, all students are issued digital library cards with QR codes for easy verification and book issuance. The library also supports online research through a QR code-enabled OPAC, simplifying the navigation of library materials. The digitization of library resources is underway, although it was delayed due to pandemic-related restrictions. The library also maintains an institutional repository, available through the college website, which includes digitized rare documents, study materials, and previous years' university question papers, providing valuable resources for students.

The library's reading room is equipped with computers, creating an ideal space for study and research. A dedicated webpage offers users detailed information about available services. The Birpara Central Library, a central feature of the college's library system, plays a key role in supporting students and faculty in their academic and research endeavors.

Special Collections and Support: The library houses a special section dedicated to 'Works of Nobel Laureates' and a 'Special Collection of North Bengal,' which includes rare books, historical documents, and information about the region. Additionally, the library offers resources to support students preparing for competitive exams at both the national and state levels.

Community Engagement: Beyond its academic role, the library is a vital resource for students, faculty, and research scholars. Plans are in place to open the library on holidays for the local community and senior citizens, further expanding its reach and support to the wider public.

Birpara College's library continues to evolve, with a strong commitment to providing accessible, comprehensive resources that meet the academic and research needs of its community.

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

Birpara College is dedicated to maintaining a cutting-edge technological infrastructure that supports both educational and administrative functions. The college is equipped with 180 computers (desktops and laptops), which are regularly updated to meet the evolving needs of students, faculty, and staff. Seminar rooms have been upgraded to facilitate virtual classes, and the entire campus benefits from comprehensive Wi-Fi connectivity, provided by thirty-three access points offering a robust 100 Mbps bandwidth, recently upgraded to 150 Mbps via an optical fiber network.

The library's automation software, SOUL 2.0, has been upgraded to a cloud version to enhance accessibility and streamline library operations. Specialized software is used across various departments to meet specific academic needs: the Geography department employs advanced State of Art UGIS software; departments like, Mathematics and Computer Science, utilize a combination of free and paid software; and the Department of English uses ORELL Software for its Language Lab.

To modernize educational delivery, the college has transitioned from traditional teaching aids to a comprehensive Learning Management System (LMS). This LMS integrates online admission systems, mark submission, result declaration, and the generation of internal examination marksheets and attendance reports. Additionally, the college uses examination software to facilitate smooth university exam operations. Feedback from stakeholders is collected online, guiding continuous improvements and ensuring the college remains responsive to the evolving needs of its community.

Administrative functions are streamlined through the use of office software like ERP and file tracking systems. The college website is meticulously maintained under an annual contract with Gen Next Information Technology, ensuring it serves as a reliable and up-to-date information hub for students, faculty, and stakeholders.

The pandemic accelerated the adoption of IT-assisted teaching and learning methods. Tools such as Google Classroom, Google Forms for online exams, and online worksheets were implemented to minimize health risks. G-Suite licenses were acquired to facilitate webinars and special lectures, supporting remote learning. All departments and the library are well-equipped with computers, laptops, scanners, LCD projectors, and laser printers to support study and research. The Student Corner, with reprographic facilities, further supports library use.

Enhanced connectivity is provided by BSNL wireless internet (Wi-Fi), covering the entire campus. Eighteen ICT-enabled classrooms are outfitted with advanced technical facilities to ensure an interactive learning environment. The Central Library, Principal's office, and campus are secured with HD DVR CCTV cameras. An audio-visual classroom has been set up on the second floor of the Central Library building. The Principal's office uses updated technology to ensure efficient administrative functions. The college is transitioning to a paperless administration, with notices, guidelines, and circulars disseminated electronically.

For IT maintenance, all computers are connected to uninterrupted power supplies, and high-performance servers are used. Maintenance and updates are managed through an Annual Maintenance Contract (AMC), and the college follows a clear policy for IT upgrades. A Cybersecurity Pledge has been introduced to prevent IT malpractices. Last year, a seminar was organized during Student's Observance Week to teach students how to safely navigate academic and scholarship portals. The college uses Open Source Operating Systems like Ubuntu, ensuring security and cost-efficiency.

Although financially dependent on the Government of West Bengal and UGC, Birpara College allocates a liberal budget for IT infrastructure upgrades and maintenance, ensuring that its technological resources meet the highest standards for both educational and administrative needs.

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 23.14

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 110

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 45.14

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

2023-24	2022-23	2021-22	2020-21	2019-20
22.66	22.29	6.70	8.27	10.61

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)

[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 63.55

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
722	1667	1454	1840	2475

File Description	Document
Institutional data in the prescribed format	View Document

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

Response: A. All of the above

File Description	Document
Institutional data in the prescribed format	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 9.82

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career

counselling offered by the institution year wise during last five years

2023-24	2022-23	2021-22	2020-21	2019-20
214	387	235	0	425

File Description

Document

Institutional data in the prescribed format

[View Document](#)

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 15.71

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
54	77	62	49	55

5.2.1.2 Number of outgoing students year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
124	210	601	514	441

File Description	Document
Institutional data in the prescribed format	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0.56

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2023-24	2022-23	2021-22	2020-21	2019-20
3	4	0	0	2

File Description	Document
Institutional data in the prescribed format	View Document

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 24

5.3.1.1 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 wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
5	9	2	2	6

File Description	Document
Institutional data in the prescribed format	View Document

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 3.6

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2023-24	2022-23	2021-22	2020-21	2019-20
6	5	3	0	4

File Description

Document

Institutional data in the prescribed format

[View Document](#)

5.4 Alumni Engagement

5.4.1

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

Response:

The Birpara College Alumni Association, established on July 20, 2016, and registered under the West Bengal Society Registration Act (Act XXVI of 1961) on January 27, 2017 (S/2L.no 58237 of 2016-17), has grown from an initial 46 life members to a vibrant community committed to supporting the college's development. With notable members like Utpal Kumar Roy (social worker), inaugural General Secretary Prasenjit Das, Bipul Chetri (Assistant Professor at Shamaprasad College, Kolkata), Joy Prakash Choudhury (Manager at State Bank of India, Malda Branch), and Jaju Bansal (Chartered Accountant and Company Secretary), the association brings together alumni from diverse professional backgrounds.

Since its inception, the Alumni Association has played a crucial role in supporting various college initiatives. It has sponsored programs such as Value Education and organized certificate courses. During the COVID-19 pandemic, the association helped maintain the campus by funding tree planting and garden maintenance, exemplifying its commitment to the college's environment. In the post-pandemic period, the association has continued to support the maintenance of college and hostel gardens and has financed the paving of a gravel road between the English and Geography departments.

Dedicated to academic excellence, the Alumni Association also provides monetary awards to outstanding students and has recently organized a successful Alumni Meet, bringing together alumni from across the country to exchange ideas and reconnect with their alma mater. Many alumni have generously pledged

funds for the college, including donations for the purchase of computers to enhance academic resources.

Alumni frequently return to the college to deliver motivational speeches and offer career guidance to current students, enriching their educational journey and inspiring them toward promising careers. Their involvement is seen in college events such as Nabin Baran Utsab, where they help foster a sense of tradition and community. The association also actively supports and participates in annual sports events, emphasizing the importance of teamwork, discipline, and sportsmanship.

Culturally, the association adds vibrancy to the college through events like Basanta Utsab and Saraswati Puja, celebrating regional heritage and deepening the college community's connection to local traditions. Beyond cultural and sports activities, alumni contribute to academic and career development through career guidance sessions and job preparation programs. These initiatives equip students with essential skills and connect them with potential employers, significantly enhancing their employability.

Overall, the Birpara College Alumni Association plays an invaluable role in fostering a supportive, dynamic environment within the college. Their active participation in cultural, academic, and professional activities reflects a profound dedication to the growth and well-being of the college community. Through these contributions, the Alumni Association not only enhances the college experience for current students but also strengthens the sense of pride and belonging for all members of the Birpara College community.

File Description	Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Birpara College's governance aligns closely with its mission and vision, supported by a structured and decentralized management system. The college operates through a hierarchy that includes the Governing Body, the Principal, an office and accounts section, the Teachers' Council, the Internal Quality Assurance Cell (IQAC), and various committees and cells. This collaborative framework ensures participative management across all levels, especially in processes like admissions, where both teaching and non-teaching staff play active roles.

While the Principal heads the institution, decision-making is inclusive, involving stakeholders in all major deliberations. Financial decisions pass through the scrutiny of the Finance Committee before Governing Body approval, and all transactions are audited by a government-approved auditor. Efforts to enhance quality include mechanisms like student feedback, faculty self-appraisal, and Performance-Based Appraisal Systems (PBAS). Faculty members are encouraged to pursue research and development through teacher training programs, Faculty Development Programs (FDPs), and support for major and minor projects.

In line with the New National Education Policy (NEP) 2020, the college has adapted its curriculum to include the Four-Year Undergraduate Program (FYUGP). The IQAC oversees strategic planning and annual reviews, emphasizing research promotion, infrastructure upgrades, and quality-enhancing events. It also facilitates a NAAC Self-Study Report (SSR) portal and online student vulnerability surveys to guide improvements.

To promote employability, the Career Counselling Cell connects students with industry through career workshops and training programs under Corporate Social Responsibility (CSR) initiatives. The college follows rigorous auditing processes for both academic and administrative functions. Internal audits are conducted by department heads and the IQAC, while external academic audits involve members from HEI-partnered institutions and experts like the Director of Malviya Mission Teacher Training Center.

As a government institution under West Bengal's Department of Higher Education, Birpara College follows service rules set by the West Bengal Service Rules (WBSR). Faculty recruitment, appointments, and transfers are managed by the College Service Commission and the Department of Higher Education.

The college has also undertaken initiatives to support students during COVID-19, such as waiving admission, examination, and cultural fees for 2021-22 and introducing a free studentship scheme. Departments provided community support for economically disadvantaged students, and application fees were waived.

In January 2022, an Incubation Centre for innovation was established to foster entrepreneurship. The center supports students' hands-on experiences, facilitated by faculty, management, and industry professionals.

Birpara College is committed to creating a responsive and supportive academic environment through well-organized governance, strategic initiatives, and comprehensive student support systems.

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

Birpara College has developed a long-term strategic plan aligned with its vision and mission. The Perspective Plan for the period 2018-2023 was crafted with input from the Internal Quality Assurance Cell (IQAC) and the Criterion Conveners of the NAAC (Second Cycle). The IQAC took the lead in preparing this plan, ensuring that the feedback and interests of all stakeholders were considered.

The College focuses on continuous quality enhancement, with mechanisms like student feedback, the Performance-Based Self-Appraisal System (PBAS) for faculty, and the introduction of Teacher Training Programs and Faculty Development Programs (FDP). The Academic Calendar, Lesson Plans, and encouragement for faculty research, including both major and minor projects, are central to sustaining quality. Additionally, the College has incorporated the implications of the Draft New National Education Policy (NEP) 2020, along with the introduction of the Four-Year Undergraduate Program (FYUGP), into its curriculum.

The vision of Birpara College is encapsulated in the Sanskrit motto "Sa Vidya Ya Vimuktaye," from the Vishnu Purana, which signifies the transformative power of knowledge and the commitment to selfless work. The College aims to provide students with knowledge and wisdom to free them from ignorance and superstition, enabling them to pursue their careers without obstacles. Located in a geographically remote area of West Bengal, close to the North-Eastern states, Birpara College attracts a diverse student body, enriching the campus with a vibrant cultural mix. The College is committed to meeting the social, economic, educational, and cultural needs of its students and the local community.

Inclusivity and participation are foundational to the College's ethos. All policies and initiatives are designed with these principles in mind, ensuring that the available resources are utilized effectively. The College has a significant number of female students, contributing to a favorable Gender Parity Index (GPI). An example of its commitment to gender empowerment is the All-Women-Run Canteen, operated by a Self-Help Group (SHG) called "Grihalaxmi," which won the Best SHG Performance Award from the MHRD in 2018.

The governance of the College is a collaborative effort between the Governing Body and the Principal,

ensuring adherence to the guidelines set by the affiliating University and the University Grants Commission (UGC). The Teachers' Council, a statutory body under the affiliating university's statutes, plays a vital role in addressing administrative and academic challenges faced by the faculty. It also monitors the College's academic performance in consultation with the faculty members. In addition, various Committees and Cells are dedicated to implementing the College's vision and mission, ensuring effective governance that reflects the interests of all stakeholders.

6.2.2

Institution implements e-governance in its operations

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**

Response: A. All of the above

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Birpara College follows the Performance-Based Appraisal System (PBAS) for the Career Advancement Scheme (CAS) for teachers, as per the 2016 UGC regulations and subsequent amendments. The Internal Quality Assurance Cell (IQAC) reviews faculty promotion applications carefully, ensuring the necessary documentation is in order before forwarding it to the Principal. The Principal submits the applications to the Governing Body for approval. The Governing Body evaluates applications based on merit and then requests the Directorate of Public Instruction (DPI), Bikash Bhawan, to appoint a nominee and a subject expert from the affiliating university. CAS benefits apply only to teaching staff. Non-teaching staff are eligible for promotion according to government rules after ten years of service, but no CAS provisions exist for them.

Attendance of both teaching and non-teaching staff is monitored under the PBAS, with occasional inspections conducted by the District Regulatory Education Officer (DREO) of Jalpaiguri.

For Non-Teaching Staff:

- **Medical Assistance:** Subsidized on-campus medical facilities, medical leave, and yoga classes promote staff health and wellness.
- **Maternity and Child Care Leave:** Maternity, child care, and paternity leave are provided to support staff during significant life events.
- **Financial Support:** Group Medical Insurance offers financial assistance in times of crisis.

- **Educational Opportunities:** Non-teaching staff are encouraged to engage in Management Development Programs (MDP) and pursue part-time Ph.D. programs to advance their careers.
- **Infrastructure and Facilities:** 24-hour power backup through solar plants, Wi-Fi, computing facilities, and identity cards ensure convenience and security.

For Teaching Staff:

- **Financial Support:** Teachers have access to the General Provident Fund (GPF), pension, gratuity, and leave encashment as per government rules.
- **ICT Facilities:** The campus is fully Wi-Fi-enabled, with laptops for senior faculty, desktops, projectors, and printers available in all departments.
- **Infrastructure and Support:** Amenities such as clean drinking water, canteen services, and appliances like refrigerators, induction stoves, and microwaves are provided.
- **Accessibility Features:** Ramps and Braille facilities ensure inclusivity for differently-abled staff members.
- **Recreational Activities:** A gymnasium, yoga room, departmental rooms, carrom, chess boards, and sports events contribute to physical and emotional well-being.
- **Government Benefits:** Staff are entitled to pension, gratuity, and leave encashment under the Government of West Bengal rules, along with health benefits under the West Bengal Health Scheme (WBHS).
- **Leave Entitlements:** Staff can avail various types of leave, including earned, child care, and medical leave, as per government rules, and on-duty leave for Faculty Development Programs.
- **Compassionate Recruitment:** The College offers recruitment on compassionate grounds in case of a staff member's death in service.
- **Festival and Travel Concessions:** Staff receive festival advances and bonuses before Durga Puja, along with Home Travel Concession (HTC) every five years and Leave Travel Concession (LTC) every ten years.

Performance and Career Development:

- **Self-Appraisal Reports:** Faculty submit a three-tier online Self-Appraisal Report (SAR) annually, which undergoes review by the Principal, Director of Public Instruction, and Special Secretary of Higher Education.
- **Career Development:** Faculty are encouraged to attend Refresher Courses, Orientation Programmes, and short-term courses, and to apply for research grants. Non-teaching staff are supported in attending administrative training programs.
- **Research and Development:** Faculty receive financial support to attend conferences, pursue in-service Ph.D. programs, and are granted No Objection Certificates (NOCs) for research engagements.

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 14.71

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

2023-24	2022-23	2021-22	2020-21	2019-20
21	5	0	0	4

File Description

Document

Institutional data in the prescribed format

[View Document](#)

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 21.4

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
16	14	09	6	10

6.3.3.2 Number of non-teaching staff year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
9	9	11	14	10

File Description

Document

Institutional data in the prescribed format

[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Birpara College has established effective mechanisms for managing and mobilizing funds from state and central government sources. Alongside Government and UGC grants, the college receives funding from other sources, such as the North Bengal Development Department (NBDD), NSS, and RUSA. The Finance Committee oversees the utilization of these grants, approving expenditures and initiating e-tenders for projects exceeding one lakh INR, following state government norms. The Building Committee monitors project progress, reporting to the Governing Body. A Library Committee also recommends purchases of books and journals funded by state government and central agency grants, including UGC support.

As a government-aided institution under the Department of Higher Education, Government of West Bengal, Birpara College adheres to strict financial strategies to ensure transparent resource management. Financial resources are divided into **Non-Plan and Plan heads:**

- 1. Non-Plan Head:** Covers salaries, contractual wages, West Bengal Health Scheme (WBHS) contributions, medical allowances, bonuses, and office expenses.
- 2. Plan Head:** Supports development needs like books, equipment, furniture, computer peripherals, library automation, and infrastructure.

Committees and Financial Planning:

- **Central Purchase Advisory Committee:** Manages procurement, gathering departmental requisitions, consulting with the Principal, and preparing budgets in coordination with the IQAC and Development and Planning Sub-Committee.
- **Audit and Assessment Sub-Committee:** Oversees both internal and external audits to ensure compliance with financial norms, identifying areas for improvement.

Procurement and Audit Processes:

The college follows a strict tender process, including quotation invitations, work order placements, and verification procedures for effective resource allocation. Auditing consists of:

- **Internal Audits:** Conducted annually by a Chartered Accountant, supported by the Internal Audit and Accounts Assessment Sub-Committee. This includes preparing utilization certificates for funding agencies.
- **External Audits:** Conducted every five years by auditors appointed by the Principal Accountant General (A&E), West Bengal, under the Comptroller and Auditor General (CAG), ensuring statutory compliance and financial transparency.

Income and Expense Management:

In addition to government grants, the college mobilizes funds through admission fees and bank interest.

Fund allocations cover salaries, academic activities, co-curricular initiatives, maintenance, and infrastructure. The Bursar manages billing and allocation processes. A **Student Aid Fund** provides financial support to deserving students, fostering inclusivity and supporting their education.

Strategic Fund Allocation and Auditing

Funds are strategically directed to infrastructure, library resources, and ICT development to align with the institution's educational and modernization goals. Regular audits, both internal and external, assess fund utilization and ensure regulatory compliance. The college implements auditor recommendations to improve financial practices.

Through stringent financial governance, regular audits, and adherence to government regulations, Birpara College ensures efficient, transparent, and accountable management of its financial resources. These practices support the institution's commitment to academic excellence, community development, and student support.

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Birpara College is committed to continuous internal evaluation and quality assurance through its Internal Quality Assurance Cell (IQAC), which plays a central role in shaping the institution's academic and administrative standards. During the pandemic, the IQAC conducted regular online and offline meetings to support student academics through counseling sessions, blended learning, and internal assessments. Based on departmental feedback, measures such as interactive sessions and frequent assessments were implemented to keep students engaged and on track with their courses despite quarantine restrictions, which were lifted fully only by February 2022.

In collaboration with the Academic Council, the IQAC provided consistent support to all departments for ongoing internal student assessments. Faculty members, under the guidance of the Principal and with IQAC support, worked diligently to cover the syllabus within the time frame necessary for university examinations. Orientation programs were organized to guide newly admitted students on college norms, attendance requirements, and academic expectations.

Academic Quality and Curriculum Development:

- 1. Curriculum Alignment:** The IQAC collaborates on curriculum updates and integrates the Choice Based Credit System (CBCS), providing inclusive support through mentoring, tutorials, and remedial classes to meet diverse learning needs.

2. **Quality Standards:** Rigorous quality benchmarks are applied to academic and administrative activities, with regular online interactions enhancing educational quality.

Academic and Professional Development:

1. **Workshops and Seminars:** The college organizes regular workshops and seminars that encourage collaborative learning and academic engagement, in line with UGC guidelines, and promote internships and exchange programs.
2. **Supplementary Examinations:** To aid student progression, internal supplementary exams are conducted, reinforcing Birpara College's dedication to student success.

Faculty Empowerment and Pedagogical Innovation:

1. **Career Advancement Scheme (CAS):** IQAC monitors faculty career progression through the CAS, aligning with UGC standards and fostering a supportive faculty environment.
2. **Innovative Teaching Methods:** Project-based learning, internships, and practical applications, aligned with the National Education Policy (NEP) 2020, are encouraged to enhance student learning outcomes.

Monitoring and Evaluation:

1. **Teaching-Learning Assessment:** Regular Academic Sub-Committee meetings evaluate teaching processes and learning outcomes, ensuring alignment with academic goals and fostering continuous improvement.
2. **Orientation Programs:** IQAC-led orientation and induction programs provide new students with essential information on college life, academics, and assessment protocols, aiding their transition.

Quality Assurance and Institutional Compliance:

1. **Annual Academic and Administrative Audit:** These audits ensure compliance with institutional standards, promoting accountability and efficiency across departments.

Collaborations and Digital Initiatives:

1. **Partnerships and MoUs:** The college actively pursues collaborations with academic and business organizations to enhance research, facilitate knowledge exchange, and provide well-rounded educational experiences.
2. **Digital Learning:** E-learning platforms and digital library resources are integrated into the academic framework, expanding access to educational materials and supporting student and faculty research.

Through its dedicated IQAC, Birpara College upholds its commitment to academic excellence, faculty development, and operational efficiency. The IQAC's initiatives in quality assurance, innovative teaching methods, and collaborative partnerships ensure that the college remains a leader in educational standards, preparing students to excel in a globalized environment.

6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: A. Any 4 or more of the above

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Birpara College prioritizes gender equity and provides a secure, inclusive, and supportive environment for all students, with particular focus on the needs of its large female student population. Key measures ensure both safety and gender sensitivity, fostering an environment where all students can thrive academically and socially.

Safety and Security: The college is equipped with CCTV cameras at strategic locations to enhance campus security. Separate washrooms and common rooms for male and female students, as well as staff, provide privacy and comfort. A Girls' Common Room offers a safe, recreational space, and a new Girls' Hostel is under construction, funded by RUSA, to provide safe accommodation options for female students.

Hygiene and Well-being: Addressing menstrual health, the college has installed sanitary napkin vending machines in convenient locations, including the Girls' Common Room and hostel. An incineration machine in the hostel further supports effective menstrual hygiene management.

Grievance Redressal: The college has established an Anti-Sexual Harassment Cell, an Internal Complaints Committee, and an Anti-Ragging Cell as per UGC norms. These platforms are essential for handling grievances, ensuring that any issues are addressed confidentially and respectfully.

Awareness and Education: Seminars and webinars on gender issues promote awareness and understanding. On International Women's Day, events include guest speakers, discussions, and documentary screenings focused on topics like empowerment and domestic violence. Student-led campaigns and the inclusion of gender-focused topics across disciplines such as Sociology, History, Political Science, and English enrich students' understanding of gender rights, feminism, and women's empowerment.

Leadership and Participation: Female students are actively encouraged to participate in leadership roles within various committees and academic activities, promoting equal representation and fostering confidence in academic and social leadership.

Resource Accessibility: The college ensures equal access to resources, including study materials, labs, and computer facilities, for all students regardless of gender or socio-economic background. Counseling services are also available to support students, addressing the unique challenges faced by female and non-binary students alike.

Community Engagement and NSS: The National Service Scheme (NSS) actively supports gender equity through community outreach, focusing on topics such as personal hygiene, nutrition, and women's health. Volunteers conduct awareness programs and seminars on these topics within the community, reinforcing the college's commitment to gender awareness beyond the campus.

Support for Government Initiatives: The college participates in government schemes like Kanyasree Prakalpa and SVMCM, which provide financial support to female students. Celebrations such as "Kanyasree Day" encourage students to showcase their talents, enhancing self-confidence and fostering gender awareness.

Additional Safety Measures: Security guards are stationed at entry points, and a comprehensive grievance redressal system is in place to manage student concerns. Psychological counseling services are also available to support students' mental well-being.

Birpara College's multifaceted approach to gender sensitivity demonstrates its commitment to an equitable academic community. Through strong security, awareness programs, supportive services, and a focus on empowerment, the college fosters a learning environment that prioritizes safety, inclusivity, and gender equity for all students.

7.1.2

The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

Response: B. 3 of the above

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives
4. Beyond the campus environmental promotion activities

Response: B. Any 3 of the above

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of

students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Birpara College is dedicated to fostering an inclusive, harmonious, and diverse environment, embracing the cultural, linguistic, and socioeconomic backgrounds of all stakeholders. By addressing the social, economic, educational, and cultural needs of both students and the surrounding community, the college creates a participative and inclusive ethos that supports holistic development.

Cultural Observances and Celebrations: The college actively observes important national and cultural days, such as Independence Day, Republic Day, and Teachers' Day, alongside events celebrating the Nepali poet Bhanu Bhakta's legacy, Hindi Diwas, and Rabindra Jayanti. These events promote unity and respect for diverse cultural heritage. The college also celebrates festivals such as Basanta Utsav (Holi), Saraswati Puja, and organizes annual functions like Freshers' Welcome and College Social, which encourage participation across the student body and enhance cultural awareness.

International Observances: Honoring the idea of "World as a Family," the college observes International Mother Language Day, World Environment Day, and International Women's Day, among others. Such observances foster a spirit of brotherhood and universal values of tolerance and harmony, enriching students' perspectives on global issues and humanitarian principles.

NSS and Community Engagement: The NSS Units (Unit I & II), under dedicated program officers, engage students in social outreach, including blood donation camps and extension activities that cultivate a spirit of service. These programs prepare students to contribute meaningfully to society and embody the college's commitment to nation-building through civic engagement.

Inclusivity and Diversity: Following government reservation policies, Birpara College ensures a supportive environment for students from Scheduled Castes, Scheduled Tribes, Other Backward Classes, EWS, minority communities, and differently-abled students. Scholarships and other resources are made available to assist these students. With a diverse student body comprising ethnic groups like Bengalis and Biharis and religious communities, the college fosters a culture of respect and empathy among students.

Civic Awareness and Responsibility: To instill constitutional values, the Electoral Literacy Club (ELC) promotes voter awareness, encouraging students aged 18 and above to exercise their voting rights. The college observes National Constitution Day to reinforce democratic principles and conducts programs to emphasize civic duties and responsibilities. The college also supports election-related activities through staff participation, ensuring a commitment to democratic engagement.

Skill Development and Workshops: Birpara College prioritizes skill development to enhance employability. Through workshops and events organized by the NSS in collaboration with various organizations, the college provides training on job skills, entrepreneurship, and democratic values. Events like Flag Day and activities with the District Administration and Election Commission emphasize the importance of civic responsibility and foster democratic spirit among students.

Cultural and Linguistic Inclusion: The college celebrates and respects linguistic diversity through events like International Mother Language Day and programs featuring local Vabaiya folk songs and dances during College Annual Day. These activities foster cultural appreciation and give students the

opportunity to celebrate their heritage.

In summary, Birpara College's commitment to inclusivity, diversity, and civic responsibility creates a supportive and engaged campus community. Through a range of activities and observances, the college promotes social awareness, cultural enrichment, and a participative environment, equipping students to become responsible and conscientious members of society.

File Description	Document
Upload Additional information	View Document

7.2 Best Practices

7.2.1

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

Response:

Birpara College is committed to fostering an inclusive and safe campus environment, particularly for female students, while also promoting sustainability through effective waste management practices. Below are some of the initiatives taken by the institution during the year.

Best Practices: I Promotion of Gender Equity

Birpara College is proud to have a high female student population, and it is dedicated to supporting gender parity and gender sensitivity across all academic and social activities. To encourage female participation, the college has implemented several initiatives to ensure both equal opportunities and a secure campus atmosphere:

- 1. Awareness and Sensitization Programs:** The college conducts seminars and workshops on gender issues to promote gender sensitivity, equity, and respect among all students and staff members. These programs aim to create awareness of gender rights and foster an inclusive mindset within the campus community.
- 2. Safety and Security Measures:** The college has installed CCTV cameras at strategic locations across the campus to ensure the security of students, faculty, and staff. This surveillance helps maintain a secure environment, allowing female students to feel safe as they participate in college life.
- 3. Infrastructure for Privacy and Comfort:** Separate washrooms are provided for male and female students, as well as for male and female teaching and non-teaching staff, ensuring comfort and privacy. Additionally, construction of a Girls' Hostel is underway, funded by RUSA, which will provide female students with a safe and secure residential space.
- 4. Anti-Sexual Harassment and Grievance Redressal:** The College has established an Anti-Sexual Harassment Cell to address grievances, creating a platform where students and staff can safely and confidentially report any issues related to harassment. The cell operates in alignment

with UGC guidelines, ensuring a zero-tolerance approach toward any form of harassment. Furthermore, the college has set up an Anti-Ragging Cell to monitor and prevent ragging incidents, supporting a safe campus environment for all.

These initiatives collectively promote gender equity, creating an environment where female students feel empowered to engage in academic and extracurricular activities confidently.

Best Practices: II Waste Management and Recycling

Birpara College emphasizes the importance of a clean, green campus and is committed to waste management and recycling practices that foster environmental sustainability:

1. **Litter-Free Campus:** The college promotes a strict no-litter policy, and students and staff are encouraged to maintain cleanliness. Several dustbins are placed throughout the campus to facilitate waste disposal. These bins are emptied regularly, ensuring that waste is managed effectively and the campus remains clean.
2. **Organic Waste Composting:** Organic waste, including fallen leaves and branches, is used to enrich the soil through composting. A designated area on campus serves as a compost pit, where organic matter is allowed to decompose naturally. This compost is then used as a natural fertilizer for trees and plants around the campus, promoting an eco-friendly approach to waste management and supporting soil regeneration.
3. **E-Waste Management:** The College follows sustainable practices in handling e-waste, particularly with damaged electronic equipment like computers. Defective computers are stored separately, and those that can be repaired are sent to service centers. Irreparably damaged devices are responsibly disposed of or sold, in compliance with decisions made by the college's finance committee. This ensures that electronic waste is managed sustainably, minimizing the environmental impact.
4. **NSS-Led Cleanliness Drives:** The College's National Service Scheme (NSS) Units, including Units I and II, play a significant role in maintaining campus cleanliness. NSS program officers and enthusiastic student volunteers regularly conduct clean-up drives on campus. These activities not only keep the campus clean but also instill a sense of responsibility and environmental stewardship among students.

Through these proactive measures, Birpara College upholds its commitment to environmental sustainability while providing a safe, gender-sensitive, and inclusive environment for all members of its community.

File Description	Document
Best practices as hosted on the Institutional website	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Birpara College, located in a remote region of West Bengal near the North Eastern states, attracts a vibrant, culturally and socially diverse student community. The college takes pride in fostering an inclusive, supportive, and participatory environment for students and the local community alike, guided by principles of inclusivity and resource optimization.

Promoting Gender Parity and Women Empowerment

Birpara College has a notably high Gender Parity Index (GPI), with a considerable number of female students compared to their male counterparts. This favorable GPI reflects the college's commitment to gender parity and gender sensitivity, and it actively promotes equal opportunities for women in all aspects of college life. The college recognizes that inclusivity and gender equity strengthen the educational experience, so it has implemented numerous initiatives to support and empower female students:

- **Women-Led Initiatives:** The college is proud of its all-women-run canteen, "Grihalaxmi," operated by a self-help group of women. This group was recognized with the Best SHG Performance Award by the Ministry of Human Resource Development (MHRD) in 2018. Grihalaxmi embodies the college's commitment to women's empowerment by creating employment opportunities for local women, showcasing their abilities, and supporting their economic independence.
- **Safety and Security:** To ensure a safe campus environment, the college has taken several steps to provide security and comfort to female students and staff. CCTV cameras are installed at critical points across the campus, monitoring activity and providing a secure environment. Separate washrooms are available for male and female students, as well as for male and female staff members, ensuring privacy and convenience.
- **Supportive Spaces and Facilities:** The college provides dedicated recreational areas for students, including a Girls' Common Room and a Boys' Common Room, which cater to the leisure and relaxation needs of both genders. These spaces foster a balanced, inclusive atmosphere where students can unwind, socialize, and recharge.
- **Anti-Harassment Measures:** The college has established an Anti-Sexual Harassment Cell to provide a platform where students and staff can report grievances confidentially and feel assured that any incidents of harassment will be addressed swiftly. This cell aligns with UGC guidelines, maintaining a strict zero-tolerance policy toward harassment, creating a safer campus for all.

Gender Sensitization and Empowerment through Experiential Learning

The college believes that fostering gender sensitivity and empowerment requires active education and involvement. Several departments, notably the Sociology department, conduct workshops and student-led seminars to promote gender awareness. These sessions discuss gender-based issues, encouraging students to think critically and empathetically about gender roles, rights, and equality in society. Additionally, the college organizes seminars on gender issues, enhancing understanding and respect for

gender diversity.

Engagement of Female Volunteers in NSS Programs

Birpara College's National Service Scheme (NSS) Units, I and II, actively engage a large number of female volunteers, underscoring the college's inclusive ethos. These volunteers contribute significantly to the college's outreach and community service programs, particularly in areas related to health, environment, and social welfare. Notable initiatives include:

- 1. COVID-19 Awareness and Sanitization Campaigns:** During the pandemic, female volunteers played a crucial role in conducting awareness programs on COVID-19, distributing information about preventive measures, and supporting the sanitization of college premises. These actions demonstrate the college's dedication to health awareness and preparedness while highlighting the proactive involvement of women in community welfare.
- 2. Environmental Initiatives:** The NSS Units organize tree plantation drives, where female volunteers actively participate in planting and distributing saplings among fellow students and local residents. These environmental initiatives serve to raise awareness about sustainability and the importance of ecological responsibility, with female students leading by example.

Through such experiential learning opportunities, the college instills a deep sense of gender sensitivity and environmental consciousness in students. By encouraging students to engage in practical, hands-on projects that emphasize inclusivity, gender equity, and environmental sustainability, Birpara College not only provides a comprehensive education but also nurtures socially responsible individuals who are prepared to contribute positively to their communities and society at large.

Inclusivity in Action

Inclusivity is the foundation of Birpara College's vision, supported by a diverse student body and policies that respect and celebrate cultural, religious, regional, and linguistic differences. The college ensures that all students, regardless of background, have equal access to resources, opportunities, and support systems. This environment of inclusivity fosters mutual respect and understanding, preparing students to thrive in diverse settings beyond the college campus.

In sum, Birpara College's initiatives for gender parity, women empowerment, and environmental stewardship underscore its commitment to holistic development and community engagement. By blending academic rigor with values of inclusivity and sustainability, the college continues to serve as a dynamic, socially responsible institution dedicated to the growth and success of its students.

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

In response to the recommendations from the NAAC Peer Team visit (Cycle 1) held on November 15-17, 2016, Birpara College has made significant progress in enhancing institutional quality:

1. **Introduction of Professional Courses:** Short-term professional courses and coaching centers for competitive exams have been established to prepare students for various career paths.
2. **Enhanced ICT-Enabled Teaching:** ICT-enabled teaching methods have been implemented, and the number of computers on campus has been increased to support digital learning.
3. **Strengthened Placement Cell:** The Placement Cell has been established and made more proactive, providing better career guidance and job opportunities for students.
4. **Expanded Sports Facilities:** The College has developed and expanded its sports facilities to promote physical fitness and student engagement in sports.
5. **English Language Lab:** An English Language Lab has been set up to help students improve their communication skills and language proficiency.
6. **Increased Outreach Programs:** More outreach programs and community projects have been undertaken, fostering social responsibility among students.
7. **Augmentation of Physical Facilities:** The College has enhanced its physical facilities to better support the academic and extracurricular needs of students.
8. **Vocational and Skill Development Courses:** New vocational, career-oriented, and skill-development courses have been introduced to equip students with practical and industry-relevant skills.
9. **Appointment of Specialized Teachers:** Teachers for Physical Education and Computer Education have been appointed to strengthen the academic and extracurricular offerings in these areas.

Concluding Remarks :

Birpara College follows a well-structured and decentralized administrative mechanism, ensuring effective management through the involvement of all stakeholders. The Principal, as the head of the institution, oversees operations, but decision-making is a collaborative process that includes extensive deliberation from all levels of staff. This participative approach fosters a sense of shared responsibility and strengthens the overall functioning of the institution.

The college emphasizes transparency and accountability in financial management. All purchases, regardless of size, are scrutinized by the Finance Committee and approved by the Governing Body, ensuring a thorough review process. Transactions are carefully recorded by the Office and Accounts Section and undergo regular audits by both internal and government-approved external auditors.

A Teachers' Council, composed of substantive teaching staff, serves as a democratic forum for addressing academic and administrative matters. The council's Secretary, elected by the faculty, ensures that grievances are effectively communicated and resolved. Additionally, the institution operates through various committees and cells, each headed by a convener and joint convener, who hold regular meetings documented in minute books, ensuring smooth coordination and progress.

Birpara College's academic structure reflects a commitment to holistic education. The curriculum is designed

with input from faculty members participating in the University's Board of Studies. An Academic Council drafts the academic calendar, coordinating academic activities such as internal assessments, extracurricular events, and fieldwork. The implementation of a Learning Management System (LMS) and continuous assessment methods like class tests, assignments, and seminars enhance student engagement and preparedness.

The college prioritizes student development through various initiatives. Holistic activities such as field trips, mentoring sessions, and internships complement academic learning, promoting career readiness. The institution also places great emphasis on community engagement, social responsibility, and gender equity, fostering a well-rounded student experience.

Overall, Birpara College is dedicated to providing a comprehensive, inclusive, and participatory educational environment, ensuring that every student is equipped for both academic success and societal contribution. Through collaborative decision-making, transparent practices, and a focus on student development, the college continues to uphold its mission of empowering students from diverse backgrounds.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.4.1	<p><i>Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website</i></p> <p>Answer before DVV Verification : A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website Answer After DVV Verification: C. Feedback collected and analysed Remark : communicated to the relevant bodies data is out of the assessment year.</p>																				
5.3.2	<p>Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)</p> <p>5.3.2.1. Number of sports and cultural programs in which students of the Institution participated year wise during last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2023-24</th> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> </tr> </thead> <tbody> <tr> <td>20</td> <td>16</td> <td>8</td> <td>0</td> <td>8</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2023-24</th> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>5</td> <td>3</td> <td>0</td> <td>4</td> </tr> </tbody> </table> <p>Remark : Input edited as per the supporting documents</p>	2023-24	2022-23	2021-22	2020-21	2019-20	20	16	8	0	8	2023-24	2022-23	2021-22	2020-21	2019-20	6	5	3	0	4
2023-24	2022-23	2021-22	2020-21	2019-20																	
20	16	8	0	8																	
2023-24	2022-23	2021-22	2020-21	2019-20																	
6	5	3	0	4																	
6.3.3	<p><i>Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years</i></p> <p>6.3.3.1. Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2023-24</th> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> </tr> </thead> <tbody> <tr> <td>41</td> <td>48</td> <td>36</td> <td>8</td> <td>49</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2023-24</th> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> </tr> </thead> <tbody> <tr> <td>16</td> <td>14</td> <td>09</td> <td>6</td> <td>10</td> </tr> </tbody> </table>	2023-24	2022-23	2021-22	2020-21	2019-20	41	48	36	8	49	2023-24	2022-23	2021-22	2020-21	2019-20	16	14	09	6	10
2023-24	2022-23	2021-22	2020-21	2019-20																	
41	48	36	8	49																	
2023-24	2022-23	2021-22	2020-21	2019-20																	
16	14	09	6	10																	

6.3.3.2. Number of non-teaching staff year wise during the last five years

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
9	9	11	14	10

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
9	9	11	14	10

Remark : As per the supporting documents HEI Input consider

7.1.2

The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

Answer before DVV Verification : A. 4 or All of the above

Answer After DVV Verification: B. 3 of the above

Remark : As per the supporting documents HEI Input consider

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives
4. Beyond the campus environmental promotion activities

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. Any 3 of the above

Remark : As per the supporting documents HEI Input consider

2.Extended Profile Deviations

ID	Extended Questions
1.1	Number of teaching staff / full time teachers during the last five years (Without repeat count): Answer before DVV Verification : 43 Answer after DVV Verification : 47