YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution   BETHUNE COLLEGE

- Name of the Head of the institution   Prof. Dr. Krishna Roy

- Designation   Principal

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   03322411731

- Mobile No: 8336922670

- Registered e-mail   bethunecollege1879@gmail.com

- Alternate e-mail   bethune.iqac@gmail.com

- Address   181, BIDHAN SARANI

- City/Town   KOLKATA

- State/UT   WEST BENGAL

- Pin Code   700006

2.Institutional status

- Type of Institution   Women

- Location   Urban

- Financial Status   UGC 2f and 12(B)

- Name of the Affiliating University
- Name of the IQAC Coordinator
- Phone No.
- Alternate phone No.
- Mobile
- IQAC e-mail address
- Alternate e-mail address

UNIVERSITY OF CALCUTTA

Dr. Sudeshna Mitra

03322411731

03322571712

9836236321

bethune.iqac@gmail.com

sudeshnaphilo@gmail.com

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

http://www.bethunecollege.ac.in/IQAC/AQAR/AQAR-2020-21-BethuneCollege.pdf

4.Whether Academic Calendar prepared during the year?

Yes

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

http://www.bethunecollege.ac.in/BethuneCollege-AcademicCalendar.htm

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	85.45	2006	21/05/2005	20/05/2011
Cycle 2	A	3.08	2015	03/03/2015	02/03/2020

6.Date of Establishment of IQAC   29/11/2006

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
BETHUNE COLLEGE	DEVELOPMENT GRANT	STATE GOVERNMENT	2021-22- 365 days	111965629

8.Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

View File

9.No. of IQAC meetings held during the year   6

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   Yes

- If No, please upload the minutes of the meeting(s) and Action Taken Report   [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   No

- If yes, mention the amount

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

Submission of IIQA and SSR, thus initiating the process of 3rd cycle of NAAC Accreditation. Uploaded AQAR 2020-21, 2019-20

Student Exchange/ Faculty Exchange Programme with other institutions were organised.

Bethune College secured 74th rank Nationally and first Govt. Women College from West Bengal in NIRF ranking 2022 under college category

Career Advancement Scheme files of 12 teachers were processed by the CAS Committee and 2 teachers out of the 7 applicants in the previous batch received their promotion orders.

Students' Satisfaction Survey was conducted for the first time in July 2021.

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

07-03-2023 10:17:35

Plan of Action	Achievements/Outcomes
Submission of NIRF data for the session 2021-22	Bethune College has acquired 74th position in the College Category in NIRF ranking (2022). It is the only Government College from West Bengal to feature among the first hundred colleges in the country.
To continue preparation pf NAAC Assessments	IIQA and SSR for NAAC Accreditation 3rd Cycle was submitted. AQAR 2020-21 was also submitted
Emphasis on Research, Innovations and Publications	2 Research projects funded by ICSSR and WBDHSTBT are ongoing. 21 research papers were published by faculty in UGC care list of Journals Second issue of the College Newsletter was published The college also published a number of books, journals and e-journals . Online Bulletin of Human Rights Cell was initiated. A book on Ethics and Values was published as part of Ethics Certificate
To conduct Internal as well as External Academic Audit	Internal Academic Audit for the sessions 2019-20 and 2020-21 was conducted by IQAC. External Academic and administrative Audit was also held.
To start Students' Satisfaction Survey	Students' Satisfaction Survey was conducted for the first time in July 2021.
Organising Webinars and Seminars, Invited lectures etc. local/ national / International on various topics to be undertaken by each department and several committees	Several Webinars/Seminars etc - national / International on various topics were organized successfully by each department as well as some committees.
To start Student Exchange/ Faculty Exchange Programmes	Student Exchange Programme between PG department of English

	of Bethune College and Hooghly Mohsin College was organised. Collaboration agreement between Department of History, Bethune College and Scottish Church College for Student and Faculty exchange was signed in May 2022
To involve stakeholders other than Students and Parents in FEEDBACK	In addition to Students and Parents, feedback was taken from Teachers and Alumnae
To complete all pending CAS cases.	Career Advancement Scheme files of 12 teachers were processed by the CAS Committee and 2 teachers out of the 7 applicants in the previous batch received their promotion orders.

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
IQAC	21/02/2023

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
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• Name of the Head of the institution	Prof. Dr. Krishna Roy
• Designation	Principal
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• If yes, mention the amount		

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Name	Date of meeting(s)
IQAC	**21/02/2023**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	**13/01/2023**

15.Multidisciplinary / interdisciplinary

Bethune College, Kolkata being the first women's college in Asia and holding 74 th Rank in college category in NIRF ranking 2022, has always tried to adopt multidisciplinary teaching learning process towards holistic development of women. Along with 16 Under Graduate Departments and 6 Post Graduate Courses., the multidisciplinary approach to education is further nurtured through the generic course of Women's -Studies. The Women's

Studies Centre of the college is a central place which involves faculties to carry out interdisciplinary research harping on gender issues. b. The Institution tries to nurture the integration of humanities and science through three major disciplines like Women Studies, Psychology ,Environmental studies. c. The institution offers several flexible and innovative curricula in the areas of community engagement and service through NSS, environmental education, and value-based education . d. The institutional always encourages students to enjoy multidisciplinary flexible- curriculum at different years of their stay of undergraduate education, e.g , Computer-training, Yoga training, First aid training . e. Several .seminars and webinars are conducted by individual departments, IQAC cell, IPR cell, Students activity cell etc on regular intervals covering wide array of topics across disciplines. Faculties across departments give lecture at popular level in the "Tuesday Lecture series" promoting multidisciplinary education. f. The Institution has a dedicated NSS team through which the students take up projects of outreach and community service to the aged and orphans, Environmental awareness- drive (including plantation of saplings and banning plastic), The Human Rights Cell also work in the same tune. Moreover, the institution has a good record of exchange of content for pedagogical transaction is designed by the parent university as per the UGC guidelines. The institution has made collaboration with different institution in rural and urban areas for exchange og faculty as an interdisciplinary approach to education. We anticipate all these drives will be very fruitful for implementing NEP 2020.

16.Academic bank of credits (ABC):

Our Affiliating University has discussed about the roadmap for the implementation of NEP-2020. And thus we get more clarity regarding the academic bank of credits being proposed in the policy shape up. The faculty members proposed welcome the for the change in the mindset of policy makers, which should help to create a framework for the smooth implementation of NEP-2020. We anticipate that this historic policy on education will yield positive results and too have pulled our socks to ensure its effective implementation. Our institution has a good record of persistent publishing in terms of books, journals, and the college magazines . Faculties are encouraged in book writing according to curricula and further advanced research. Students also prepare study materials for their own use and also for their juniors.

17.Skill development:

Considering the growing demand of Skilled work force in both public and private sector, affiliating university has framed her curriculum accordingly. So many skill oriented courses are introduced in the curriculum. Need of the hour is to produce young generation obtaining degrees in their choice of subjects and additional skill course that will help them to start their own entrepreneurship after leaving the college. Apart from usual skill curriculum from parent university, our college signed MOU with WEBEL , for apt computer training. Said training partner is providing training to our students to be effective Data Entry operator. Other good practices of the institution for skill development are through scientific workshop, as well as the atheletic performances etc. The syllabus for each Subject is so designed that the students have to undertake application oriented compulsory modules (Skill Enhancement Course in Sem 3 and Sem4) which relates to skill formation, problem solving and analytical thinking which are core to STEM.

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

Our Institution has a legacy to ensure appropriate integration of Indian knowledge system by offering MIL(Modern Indian Languages) and core courses as per CBCS scheme set up by parent university. Languages like Hindi, Sanskrit, Bengali are offered to students as core subjects along with generic electives and skills. Subjects like Political science, History, Women studies are also offered in order to inculcate sense of national integration, love for art, culture, respect towards women community and civic sense among the student community. Teaching these courses through online mode during COVID pandemic was offered smoothly by the college. . For appropriate integration of Indian knowledge, two languages, Sanskrit and Hindi are taught. Also for revival of neglected regional culture, a certificate course on Banglar Bratachari is conducted for willing students in blended mode. Historical research on 19th Century Women education is also a good practice of the institution.

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

Our institution offers four programmes with number of courses. Programmes include Bachelors in Arts, Bachelors in Science, Post graduate in Sciences and Post Graduate in Arts . After completion of their selected programme, a student is expected to have rational thought processes in several Social , Historical, Scientific , Economical, ideological and philosophical tradition related areas. 2. The programmes also empowers the graduates to

appear in various competitive examinations or go for higher studies up to their choice. 3. All the Ignited minds, enough to think and act over solution of various issues prevailing in the human life to make this world a better place to live in . 4. Students are expected to acquire scientific and rational temper and approach a specially the science stream students. 5. Qualities of science observation, precision, analytical mind, logical thinking, clarity of thought and expression, systematic approach, qualitative and quantitative decision making. 6. Trains the learners to extract information, formulate and solve problems in a systematic and logical manner. Thus the institution takes concrete effort to make students ready for job market through specialised Industry-Academia interface sessions , and physical visit. Special classes on Communicative English make them more articulate and smart enough to face job- interview. Training on Data science for all students make them able For being Future Data entry operator. Departments under DBT star college Scheme conducts different hands on training in line with STEM to make them worthy of future researchers

20.Distance education/online education:

In our country several organizations are offering quality education through distance mode in PG courses. Our college has offered full support in their endeavour to provide education at the doorsteps of people living in remote parts of the state . specially our college is conducting contact classes and is providing information of enrolled students to their respective even at home. During COVID pandemic our college switched over to virtual mode of teaching through various applications viz ZOOM, Google Classroom, Google meet etc. The college offers on line Education for the certificate Course on Ethics and value based Education for all the First Year students. Moreover ethics and value education courses are also conducted mostly in online mode Once the NEP is implemented in West Bengal, we will carry out more and more distance and online education as recommended by the policy framers of NEP-2020.

Extended Profile

1.Programme

1.1   **627**

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

File Description	Documents
Data Template	View File

2.Student

2.1   **1375**

Number of students during the year

File Description	Documents
Data Template	View File

2.2   **267**

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

File Description	Documents
Data Template	View File

2.3   **510**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **96**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **115**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**627**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**1375**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**267**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**510**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**96**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**115**

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

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**55**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**7485934**
4.3 Total number of computers on campus for academic purposes	**167**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution adheres to the centrally created routine for undergraduate and post graduate classes for effective curriculum delivery and completion of syllabus within the stipulated period of a semester. The syllabus is distributed at the beginning of each semester and students are intimated accordingly. Academic Modules are meticulously maintained by teachers so as to keep a record of the time frame within which the topics allotted to individual teachers had been taught.

Regular classes, Tutorials and Remedial Classes are conducted for the benefit of students. Invited lectures, Seminars/Webinars, Students' Seminars and Academic Tours were conducted to enrich the teaching-learning process. Guest teachers were invited by the department to ensure successful completion of the syllabus at the PG level. A system of Student Mentoring is followed to give individual attention to each student. Apart from the traditional/Chalk-and-Talk Method, audio

visual aids, power point presentations, films are used for effective curriculum delivery. Students are also encouraged to actively participate in seminars/webinars, related to their subject of study and inter-disciplinary topics and prepare wall magazines reflecting their understanding of a topic taught in class or having social relevance.

Academic audit is regularly conducted by IQAC to maintain standards of curriculum delivery.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://www.bethunecollege.ac.in/

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

The Academic Calendar, prepared by the academic committee, ensures a systematic routine for curricular and extracurricular activities throughout the year. The College is affiliated to the University of Calcutta and abides by the dates of examinations fixed by the University for the different Semesters. The Academic Calendar providestentative dates for the commencement of sessions, internal and University examinations, holidays according to the Government of West Bengal Holiday List and institution-level events like Bethune Day, Intra-College Fest, Annual Sports Day, Annual Fest, Annual Prize Day and so on. Vacations and session breaks are also mentioned in the Academic Calendar, especially for the benefit of outstation candidates. The College strives to adhere to the Academic Calendar with utmost sincerity so that students, teaching and non-teaching staffremain aware of upcoming events. The CIE consists of class tests, internal assessments and tutorial projects. Besides the assessments of the CBCS curriculum, individual teachers take revision tests and set assignments in order to evaluate the understanding of students on the topics taught. Remedial Classes and Mentoring classes also enable the teachers to clarify doubts, pay individual attention to students and assess their progress.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://www.bethunecollege.ac.in/SSR/criteria1/1_1_1-Additional-Information.pdf

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

41

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

592

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

592

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

1.3 - Curriculum Enrichment

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

The teaching-learning process incorporates discourses on gender, issues of professional ethics, importance of conservation of environment and the need for sustainability. This is effectively done in two ways:

(a) Some departments offer CC, DSE and GE courses that address these issues directly as part of the CBCS curriculum.

English: Women's Writing and Women's Empowerment, Human Values.

Psychology: Psychology of Gender, Indian Gender Role&Identity, Environment&Environmental Psychology, Human Values/ Rights, Professional Ethics.

Philosophy: Human values, Environmental Philosophy, Feminist Philosophy.

Political Science: Gender and Politics.

Economics: Environmental Economics, Sustainability&Gender Issues.

Zoology: Environment&sustainability in courses on Ecology, Developmental Biology, Evolutionary Biology, Animal Behaviour and Chronobiology, Ecological Theories, Conservation biology, Environmental Biology, Toxicology, Wildlife&conservation biology, Animal Behaviour, Evolutionary Biology, Perspectives of Environmental Science.

Botany: Environmental issues in courses on ecology, community ecology, biodiversity, phycology, mycology, plant ecology, ecosystem dynamics&environment pollution.

Sanskrit: Human Values&Ethics, Gender, Environment sustainability&Professional Ethics.

Women's Studies: GE course.

Compulsory course on Environmental Studies (AECC2) for all Sem2 students.

(b) Departments organize seminars/webinars, lectures, Ethics&ValueEducation Certificate course and other co-curricular activities on these topics.

A Human Rights Cell also functions in the College which enables the students to know, understand and express their opinions on the issue of human values.

File Description	Documents
Any additional information	[View File]
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	[View File]

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

13

File Description	Documents
Any additional information	[View File]
Programme / Curriculum/ Syllabus of the courses	[View File]
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	[View File]
MoU's with relevant organizations for these courses, if any	[View File]
Number of courses that include experiential learning through project work/field work/internship (Data Template)	[View File]

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

566

File Description	Documents
Any additional information	[View File]
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File]

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	*View File*
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	*View File*
Any additional information(Upload)	*View File*

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

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

File Description	Documents
Upload any additional information	*View File*
URL for feedback report	http://www.bethunecollege.ac.in/IQAC/BethuneCollege-IQAC.htm#Feedback

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

664

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC,   ST, OBC,

Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

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

183

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

2.2 - Catering to Student Diversity

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

In the Session 2021-22, teaching- learning had to be done through online mode using google meet, Zoom, Google Classroom at some point of time due to continuing Covid 19 pandemic, but mostly offline teaching could be arranged at college. Tutorial classes were held for enabling proper understanding. Remedial classes were arranged for slow learners as per requirement. Mentoring classes also tried to ensure individual interaction between students and teachers. The scopes of improvement have also been discussed with the students as well as with the parents. Doubt clearing sessions were also arranged for them.

Advanced learners were encouraged to take part in various webinars, workshops and seminars so that they can listen to eminent scholars and enhance their knowledge and skill. Advanced learners were mentored accordingly and encouraged to contribute research articles to college magazine and departmental wall magazines. Advanced learners of different departments were motivated to present their research papers in various students' seminarsand often they were provided with advanced research articles and book chapters so that they can frame better answers to the questions. They were also motivated to participate in group discussion, essay, poster, quiz competitions organized by the college and other institutions.

File Description	Documents
Link for additional Information	http://www.bethunecollege.ac.in/BethuneCollege-Routines.htm
Upload any additional information	View File

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

Number of Students	Number of Teachers
1375	96

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

For students' experiential learning, field trips and educational tours were organized at the departmental level as part of Honours and GE courses. Department of Zoology organized visit to the Indian Museum (13.5.2022), field-trip to Alipore Zoological Garden for studying behavioral activities of animals and AJC Bose Botanical Garden in April 2022. Students of Botany visited Taki, Golpatar Jungle, Biodiversity Park, Banabitan and other places.

All UGI students were taken to Swami Vivekananda's Ancestral House and Cultural Centre as part of Ethics and Value Education Certificate Course in April,2022 for enhancing their knowledge.

Students of History and Psychology gathered experience through internship with reputed organisations.

For participative learning seminars, workshops, awareness programmes, poster presentations were organized. For example, on 23.11.2021, College NSS unit organized a Campus Cleaning and Maintenance Drive where students actively participated and gathered first-hand experience. Students also participated in NSS drive of distribution of cloths and stationeries among slum-dwellers, street-dwellers and at an orphanage.

As the problem-solving methodologies, different tutorial projects, dissertation and students' presentations were organized. Students enthusiastically participated in Students Week in January 2022, Ethics related Yoga workshop in April 2022, Sapling Plantation Drive in August 2021 and College Biodiversity Awareness Programme in November 2021.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://www.bethunecollege.ac.in/BethuneCollege-SSR.htm

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

Realizing the increasing importance of ICT enabled tools in making the teaching- learning more effective, teachers of Bethune College always endeavour to make the best use of technology. In the session 2021-22, due to continuation of pandemic some online classes were taken by the teachers using Google Meet, Zoom, Teamlink, Skype etc. Teachers also shared e-books and online study- material through email, whatsapp and Google Classroom which became very useful to the students as visiting libraries was restricted for certain period.Videos from Open Educational Platform and different documentaries from online archives were shared with students and Youtube assisted learning was also being practised. Audio lectures recorded by teachers in voice recorders were also shared.

During the session, whenever offline classes became feasible, classroom teaching assisted by ICT tools are resumed. Teachers used laptops and LCD projectors in classroom to make it easier for students to understand a subject. Smart classroom, smart board and microphone are used for teaching with the help of PPT. Students' seminars are also organized where power point presentation are encouraged. College library regularly provide students computers with internet facility for accessing e-journals and e-books. Well-equipped computer laboratories of this college also assist ICT based teaching.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.bethunecollege.ac.in/BethuneCollege-ICT.htm

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

2.3.3.1 - Number of mentors

94

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

2.4 - Teacher Profile and Quality

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

96

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

66

File Description	Documents
Any additional information	[View File]()
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	[View File]()

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

96

File Description	Documents
Any additional information	[View File]()
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File]()

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The College has a regular, robust and transparent system of internal assessment for every course offered under CBCS, following the regulations of the University of Calcutta. At the commencement of academic session 2021-22, rules and regulations, schedule, duration, question pattern and marking system are explained to the students beforehand. If a student fails to appear in any internal examination for some valid and inadvertent causes, necessary arrangements are made to conduct separate evaluation of an absentee candidate. Transparency and security of evaluation are ensured at every step of the process and the marks obtained in these assessments are reflected in the final mark sheets.

Besides, other assessments like class tests are conducted prior to the University Level Theory Exams to evaluate the progress of the students. The results of these assessments were duly

intimated to the examinees along with suggestions for improvement and doubt-clearing. Students were regularly made aware of their mistakes and were advised to rewrite answers and send them to the concerned teacher so that he /she is able to check whether the mistakes are properly understood and rectified by the students.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.bethunecollege.ac.in/SSR/criteria2/2_5-Evaluation-Process-and-Reforms.pdf

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

In the session 2021-22, the college has maintained a proper and efficient mechanism to deal with any kind of examination related grievance. If any error or discrepancy in students' result is reported, teachers and administrative staff take immediate care of it and efforts are constantly made to redress students' grievances. The College provides all necessary supports if a student wants to apply for review at University Level Examinations. Following the RTI Act, students under the aegis of University of Calcutta, can also apply for a self – evaluative scope of looking at the photocopy of answers scripts. In case, any marked difference is found in students' class performance and exam results, teachers endeavour to find out the cause and discuss the matter. There is also a Grievance Redressal Cell where students' grievances can be reported and immediately taken care of. Principal of the College and Academic Committee also hold special meeting on results and discuss if any grievance had been found. Feedback is also collected from students and parents and their suggestions are noted. Mentoring system has also been evolved where student- mentees are encouraged to share their problems with teacher- mentors to take proper measures to redress grievances.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.bethunecollege.ac.in/default.htm

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Effective teaching-learning makes it necessary that both the teachers and students are informed clearly about the programme outcomes, programme specific outcomes and course outcomes of the programmes offered. The clarity in understanding contents, scope and limitations (if any) of programme or course enables the faculty to plan for entire teaching process and to execute the lecture delivery in an efficient manner. These outcomes, when explained and communicated properly to the students, help them to comprehend what they are studying and what will be their final learning outcomes after completing the entire course.

In session 2021-22, each department of the college communicated the Programme Outcomes, Programme Specific Outcomes at the commencement of classes, and it is clearly displayed on college website. The individual course outcomes of all subjects are also properly stated on the college website and discussed in classes. Parents are also informed about PSOs at Parent- Teacher meetings. At the Orientation Programme and Principal's Address to 1st Semester students, Programme outcomes are also communicated. The college also motivated and sent teachers to attend special workshops, symposia on course development and programme outcome so that better result can be achieved.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	http://www.bethunecollege.ac.in/bethuneCollege/BethuneCollege-PSO-CO.htm
Upload COs for all courses (exemplars from Glossary)	[View File](#)

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

By monitoring the attainment of program outcomes and course specific outcomes, the college regularly evaluates whether the students are able to achieve their learning goals. Class tests, continuous internal assessments, tutorials, group discussions,

students' seminars and viva voce are a few means of evaluating the attainment of learning outcomes. Remedial lectures are also provided so that students can keep pace with the expected outcome. Finally university level theory and practical examinations help in measuring the attainment level. Each department endeavors to monitor if there is any marked difference in class test results and university level performance. Regular survey and analysis of students' placement, progression into higher education, qualifying in competitive examinations and taking admission in foreign universities for PG and PhD programs also enable the departments to measure the attainment of PO and CO. Teachers providing LORs for outgoing students also evaluate the PO and CO. College also takes feedbacks from students and parents. The college has an active Career Counselling Cell which organizers seminars, webinars, workshops on job opportunities and arranges campus placements. Subject specific career-counselling is conducted for better outcome of the programs. Mentoring of students is done for suitable placement in jobs and higher education.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	http://www.bethunecollege.ac.in/BethuneCollege-CareerCounsellingCell.htm

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

457

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	http://www.bethunecollege.ac.in/IQAC/BethuneCollege-IQAC.htm#AnnualReports

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://www.bethunecollege.ac.in/IQAC/BethuneCollege-IQAC.htm#SSS

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

850000

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://icssr.org/sites/default/files/major-project-2022.pdf

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

102

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

22

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

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

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

66

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

3.3 - Extension Activities

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

The NSS Unit and Student Activity Cell of Bethune College have always been active and contributed to the development of the neighborhood significantly through different programmes. Volunteers visited the neighborhood to create awareness about social, legal as well as health related issues and sometimes they campaigned for maintenance of cleanliness, forestation etc. Volunteers also visited the slums situated in Goabagan and Ramdulal Sarkar Street to conduct developmental activities. Programmes like Health Check up Camp and Eye Check up Camp were arranged to help the needy people of the slum. Some of the members of the NSS Committee spent a day and shared precious moments with the children of an orphanage situated in Dumdum. During the famous festival of Durga puja clothes were presented to those children, also. The NSS Unit of Bethune College also emphasized on the literacy mission. Books and other necessary items were donated among the street children to facilitate their studies. Another notable measure adopted by it is distribution of clothes among the pavement dwellers. This programme is often arranged by the NSS Unit to extend support to the poor people living in the surroundings.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/SSR/criteria3/3_4_1-Extension-Activity-Additional-Link.pdf
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

9

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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

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

23

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

372

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

2

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The 143 years old heritage institution continues its legacy of teaching learning process through updated and equipped modern facilities in the campus of 8926 sq. metres with nine buildings. The libraries and laboratories along with computer centre, class room teaching, seminars, conferences and workshop join hands to achieve academic excellence. The Laboratories are updated with

regular development Grants received from Government (State & Central). 18 classrooms with ICT facility are used for teaching purpose and the classes are scheduled for optimal utilization of the available physical infrastructure. MFC for Science facilitates exchange of resource among departments thereby promoting higher studies and research activities among students. Other than departmental libraries two wings of the Central library (Arts & Science), fully automated with KOHA, have a rich collection of Books and Journals. Students and teachers have open access to the stack. The other facilities include Hostel, Auditorium, NSS room, Sick room, gymnasium, Alumni room, Solar Power Panel (total 2 units), Medicinal Plant Garden, Lift, CCTV, Ramp for physically disabled, Canteen, Divyangjan Toilet. An Archive preserves century old books, documents, journals and monographs. Water dispensers in the college premises were donated by the Hon'ble MIC, Dr. Shashi Panja recently.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.bethunecollege.ac.in/BethuneCollege-Infrastructure.htm

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

The institution gives utmost importance to the overall development of the students and organizes various sports, games, and cultural activities on campus regularly.The Centenary Hall in Kadambini Bhavan hosts Seminars/Workshops, NSS activities, Bethune Day and Banamahotsav, Mini Book-fair, the annual event of the alumni called Anandamela. College has a gymnasium equipped with bi-cycle, agro meter, twister, chest expander, trade meal etc. and prayer hall for exercise and yoga for the students. The Annual College Sports is held in January/ February every year in the sports ground. The college has a badminton court and two sports rooms equipped with carrom, chess, a table tennis board and other sports equipments. Ground Floor of Nivedita Prayer Hall is used as Girls' Common Room. A dedicated Union Room for the apolitical Students' Committee of the college works in organizing various cultural and social activities. The college has seven clubs with Teachers and Students at the helm: Literary club, Photography club, Art and Crafts club, Quiz and Debate club, Film and Drama club, Cultural club and Science and

Environment club carrying on activities throughout the year holding competitions and exhibitions,centenaries of stalwarts, culminating with the Fest and Annual Prize function.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.bethunecollege.ac.in/default.htm

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

15

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

52

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.bethunecollege.ac.in/BethuneCollege-Infrastructure.htm
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

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

35.19

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- **Name of ILMS software: KOHA**

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

- **Version:Web Version 7.0**

- **Year of Automation: 2019**

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://www.bethunecollege.ac.in/BethuneCollege-Library.htm

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources   **A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals

during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.74

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

35

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The Departments are connected with Broadband (BSNL) internet and are updated regularly. Presently the institution is equipped with 2 (two) internet connections updated to optical fiber (FTTH) network, one with speed 100 MBPS and the other with speed 40 MBPS. The easy access to the internet from every Department gives better opportunity in the teaching learning process. The existing Smart classrooms equipped with ICT facility and internet connection are in frequent use in the teaching learning process. The Office is using the updated facilities of technology to carry out the administrative works. Initially the Wi-Fi facility was provided to the Administrative Building and the Science Library. Very recently the Centenary Hall is also brought under the same facility. All computers are monitored through the AMC and are regularly updated as and when suggested by the attending personnel.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.bethunecollege.ac.in/BethuneCollege-SSR.htm

4.3.2 - Number of Computers

167

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

16.62

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The 143 years old heritage institution continues its legacy of teaching learning process through updated and equipped modern facilities. The class routine is scheduled for optimal utilization of the available physical infrastructure. The Laboratories of the Science Departments are updated with regular development Grants received from Government (State & Central). Multi Facility Centre for Science facilitates exchange of resource among departments thereby promoting higher studies and research activities among students. Departmental and central (Arts and Science) libraries have open access to the students. The college has seven clubs with Teachers and Students at the helm which carry on activities throughout the year holding competitions and exhibitions, centenaries of stalwarts, culminating with the Fest and Annual Prize function. Seminars and workshops in different disciplines keep the students well aware of the advances in science and humanities. Career counselling is done regularly for the outgoing batch to keep our students updated about possibilities in placement. New classrooms, ramps, sick rooms and other facilities are being built or woven out of the existing infrastructure with the help of PWD Civil as per the need of the institution. The much awaited Girls' Hostel is ready for inauguration from next session.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	www.bethunecollege.ac.in/IQAC/campusMaintenance/AQAR-4_4_2-Campus-Maintenance-and-Support-2021-2022.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

507

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

26

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and   **A. All of the above**

hygiene) ICT/computing skills

File Description	Documents
Link to institutional website	http://www.bethunecollege.ac.in/BethuneCollege-ComputerTraining.htm
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

876

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

876

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

15

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

249

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

government examinations) during the year

28

File Description	Documents
Upload supporting data for the same	[View File](#)
Any additional information	[View File](#)

5.3 - Student Participation and Activities

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

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

2

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	[View File](#)
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	[View File](#)

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Bethune College Students' Committee (BCSC) is formed in consultation with the Principal and Heads of Departments. The Students' Committee takes part in academic, administrative and other activities of the College. There are student representatives in administrative bodies like the Governing Body, Internal Complaints Committee (ICC), Backward Class Cell, IQAC, Anti-Ragging Cell. The Committee actively participates in the events like Annual Prize Distribution ceremony, Sports, Fest and Intra-college Competitions, Independence Day and Republic Day functions among others. It continuously maintains an

effective liaison between the teachers and the students. Student's Committee also organizes programmes like, Fresher's Welcome, Farewell for the Third Year students.BCSC organized several workshops in this session on subjects like multimedia, eastern dance, drama, photography, debate, filmmaking etc.

During COVID – 19 Pandemic, Bethune College COVID Squad initiative was started under the banner of Students' Activity Cell, Bethune College on 28.04.2021 which helped almost 150 people with support of all kinds from oxygen cylinders, hospital beds, food facilities, RTPCR tests and a lot more to the families of the students and staff of Bethune College. As the group expanded, it started to extend help to people from all over the state.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/BethuneCollege-studentsSection.htm
Upload any additional information	View File

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

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

682

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

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the

development of the institution through financial and/or other support services

- **Alumni Association of Bethune College, called Bethune College Sammilani is a registered body under the West Bengal Societies Registration Act, 1961from 10th of March 2015. It started the journey as an 'Old Students Guild' on 3rd September, 1921. Sammilani is a common platform of ex-students, present teachers and ex-teachers of Bethune College. Sammilani has always taken a keen interest in the activities of College and extends support for its welfare. On Reunion day, the alumna members who have completed 50 years of their graduation are felicitated and are given, by way of gifts, the products of Self-Help groups (SHGOS). This attempt on the part of Sammilani, not only encourages the entrepreneurship of SHGOS, but also helps the weaker sections of women of our society. The Alumni run two Endowment Funds : Jyotsnamoyee Dey Endowment Fund , Tarak Sudha Endowment Fund. From 2017, Kadambini Ganguly Silver Medal has been introduced in the memory of Kadambini Ganguly, the 1st woman graduate and the practicing doctor of the British India. In the Pandemic year 2020-21 some social works like helping AMPHAN victims, distributing handmade masks, donating tree saplings have been done by Sammilani. Special Prize for Bravery has been also announced.**

File Description	Documents
Paste link for additional information	http://www.bethunesammilani.org/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **A. ? 5Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision of the institution is to provide:

- Value-based education to develop a sense of responsibility, patriotism, social

and environmental awareness amongst students and to create intellectually stimulated

, technologically trained and empathetic citizens,

- To identify the inherent potentials of students and enhance these competencies to

enable them to meet the challenges in their chosen field of work,

- To provide equal opportunities for good quality higher education at an affordable cost, especially to the underprivileged sections of society.

The mission of the institution is:

- To endow its learners with access to higher education that promotes capacity-building and holistic development through a quality teaching-learning process. Holistic education is one that emphasizes the importance of knowledge of a specific subject with equal amount of emphasis upon inculcation of ethical values is one of the main aims of the institution.

- The college always tries inculcate a creative, socially aware and ethically sensitive

self among the students by emphasizing on the co-curricular activities, focusing on

the mental health and well-being of the students.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/BethuneCollege.htm#:~:text=Vision,provides%20immortal%20bliss%27
Upload any additional information	View File

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

The Committees may broadly be divided into the following broad categories:

- **Academic Committees: These include Academic Affairs Committee, Routine Committee, Class Record Committee, CBCS Committee, ENVS Committee, Ethics & Value Education Course Committee, Multi-Facility Centres for Arts & Science subjects.**
- **Students' Section & Support: These include Admission Committee, Anti-Ragging Cell, Career Counselling, Internal Examination & University Examination committees, Grievance Redressal Committee, Feedback Committees. These committees act as the interface between students and the College administration.**
- **Scholarships &Funds: There are separate committees .**
- **.Students' Activity Cell: To give students the opportunity to hone their co-curricular and extra-curricular skills.**
- **NSS: The College has an extremely active NSS Cell .**
- **Maintenance & Administration:, The College has PWD, AISHE, Career Advancement, Central Purchase, Development & Finance Committee, Computer system, Data Management, Income Tax, Internal Audit, Pay Fixation and Arrear, Service Book, Physical Maintenance, Asset Management, Solar Power, Self- Appraisal committees.**
- **In addition to the above-mentioned committees, there are also Cells like the Human Rights Cell, Intellectual Property Rights Cell, Heritage Journal Committee, Magazine Committee, Sports Committee, Annual Fest and Annual Prize Committees .**

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/BethuneCollege.htm
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

DBT Star college scheme :The college an improved teaching-learning environment for the science subjects both in terms of

quality of teaching and technical support; more experiments, field-base studies, seminars and workshops were aimed at, to make the process of learning more interesting and attractive to the students. DBT Star college scheme has helped in making the plan successful. 5 departments of the college, namely, Physics, Chemistry. Botany, Zoology and Mathematics have successfully organized several workshops and webinars on diversified scientific issues linked with human-life. Emerging disciplines like Bio-Mathematics, Bio-Statistics or Bioinformatics were introduced through workshops to the undergraduate students. Students have participated in the photography contest and poster competitions on relevant topics.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.bethunecollege.ac.in/BethuneCollege-DBTstar.htm
Upload any additional information	View File

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

The administration of the college runs as per rules and regulations laid down by the Department of Higher Education, Government of West Bengal. The Governing Body is the highest decision-making body of the college, comprising of the Principal, teaching, non-teaching and student's representatives, government and university's nominees. Principal is the administrative, financial and academic head of the institution. Under her/his stewardship following bodies or cell work. Office of the Principal is engaged in different administrative and financial functions. There are 17 academic departments in the college engaged in the teaching-learning process. Internal Quality Assurance Cell monitors a large number of issues associated with teachers and students, specially focusing on the academic affairs. Teachers' Council comprising of all the teachers of the college is engaged in different administrative, academic and co-curricular activities through various committees. There are some Special Duty Cells, mostly defined or suggested by the constitutional bodies like UGC, such as Students' Grievance Committee, Anti-ragging Cell etc. These cells are engaged in works beyond the regular activities of the

college. Library plays a pivotal role in the academic sphere of the college. Students' Body acts as a students' mouthpiece

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/bethuneCollege/BethuneCollege-Organogram.htm
Link to Organogram of the Institution webpage	http://www.bethunecollege.ac.in/bethuneCollege/BethuneCollege-Organogram.htm
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The teaching and non-teaching staff of the institution have access to all the welfare measures initiated and approved by the Higher Education Department, Government of West Bengal. The key welfare measures are:

1. General Provident Fund and Group Insurance
2. Pensionary benefits, Gratuity and Leave Encashment
3. Child Care Leave, Medical Leave besides Casual Leave
4. Government quarters are provided to employees based on need and availability
5. LTC, twice during the service of the employee

6. **Government Health Scheme for employee and his/her family**
7. **The teaching and non-teaching staff are also granted On-Duty Leave to attend Professional Development and Administrative Training Programmes respectively.**
8. **There is a Performance Appraisal System for teaching staff through the annual Self-Appraisal Report (SAR) and a separate appraisal of the non-teaching staff by the DDO.**

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/default.htm
Upload any additional information	View File

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

4

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

2

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

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

Teaching Staff of the college face two-fold appraisal system. First, there is a self-appraisal system for the teachers. They prepare a self-appraisal document daily, stating all the

administrative and academic duties performed and all the leaves taken by them. The Principal prepares a consolidated report on the basis of those self-appraisal report every month and submits it to the Department of Higher Education. Secondly the teachers have to submit a detailed Self-Appraisal Report (SAR) online once every year. These reports are checked by Reporting Officer (Principal), verified by Reviewing Officer (DPI) and are accepted by the Accepting Officer (Principal Secretary). Annual Confidential Report of Teachers are prepared by Principal and sent to higher authority. This is required for Career Advancement of Teachers.

There is no such appraisal system for non-teaching staff of the college. But performance of the non-teaching staff posted in the different academic departments is reported by the head of the departments. Performance of the non-teaching staff working in the Principal's office is scrutinized by the head clerk regularly. An overall monitoring and assessment is done by the Principal. Annual Confidential Report of non-teaching staff are also prepared by Principal and sent to higher authority

File Description	Documents
Paste link for additional information	https://www.wbifms.gov.in/hrms-ess/employee/home.html
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The college conducts internal audits regularly. Internal audits are done for non-government funds. As the audit of the government funds are prerogative of the state government.

Internal Audit has been done on the expenditure of the PG departments and some committees engaged in different administrative, financial, academic and co-curricular activities. All these departments spent money either received from the different non-government fund maintained by the office of the Principal or earned on various occasion from

subscriptions, donations, advertisements etc.

External Academic and Administrative Audit was conducted in the premises of Bethune Colllege on 29.07.2022 from 11 am to 5.30 pm.

http://www.bethunecollege.ac.in/IQAC/externalAcademicAudit/Certification-of-Audit-2022.pdf

http://www.bethunecollege.ac.in/IQAC/externalAcademicAudit/External-Academic-and-Administrative-Audit-2022.pdf

As experts for the External Academic and Administrative Audit Team, for preparation of NAAC of Bethune College. We examined all academic and administrative documents. A presentation of all the seven criteria for NAAC assessment was scrutinized and discussed. Period of assessment for the institution will be 2017-18 to 2021-22 (July 2017- June 2022).

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/SSR/criteria6/6_4_1-Audit-Reports.pdf
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

980000

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Describe the resource mobilization policy and procedures of the Institution within a maximum of 200 words

The institution is financed entirely by the Government of West Bengal. There are two main sources of funds for the institution.

- **State Government Allotment: These are utilized for:**

1. **Salary**
2. **Wages (Remuneration of State-Aided Contractual Teachers)**
3. **Allotment to West Bengal Health Scheme**
4. **Electricity Bill**
5. **Telephone Bill**
6. **Office expenses**
7. **Allotment to PWD (Civil and Electrical) for enhancement of infrastructure and Campus maintenance**
8. **Development Grant**

- **Central Government Allotment:**

1. **DBT STAR**

The Head of the Institution calls for a meeting of the Purchase Committee (having the heads of all departments and the Chief Accountant as members) to discuss and finalize the requirements of these departments ranging from books and computers to laboratory equipment and chemicals, furniture etc. The Purchase Committee then prepares a budget which is scrutinized by the Principal and submitted to the Higher Education Department of the Government of West Bengal. The Go WB allots Development Grant to the College which is utilized to meet the needs of the College. The departments submit the bills and other documents of purchases made to the College Office.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/BethuneCollege-DBTstar.htm
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

(a) The IQAC has supervised the introduction/continuation of Value- Added Certificate Courses, like the 30 Hour Certificate Course in Ethics & Value Education and Bratachachari. It has also facilitated inter-institutional collaborative initiatives for academic interest, like the collaboration between the Departments of English of this college with Hooghly Mohsin College & between the Departments of History of this College with that of Scottish Church College. All these initiatives of the IQAC are essential steps towards quality enhancement of the teaching learning process.

(b) As a parallel process of the regular academic activities the IQAC planned for a series of seminars involving all academic departments. The topics of the seminars/ workshops covered multifarious dimensions organized by the departments of the college either jointly or individually and also by Women studies Centre/ NSS/ Career Counselling Cell etc. Teachers and students were benefitted by these programmes and acquired the skill needed to combat the new situation. Under the supervision of the Students Activity Cell students organized seminars on different topics within or outside their syllabus.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/IQAC/BethuneCollege-IQAC.htm
Upload any additional information	View File

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

The Internal Quality Assurance Cell (IQAC) keeps a vigilant eye on the quality of the teaching learning process. In doing so, the IQAC has taken the following essential steps:

- Constitution of academic committee that monitors and reviews the teaching-learning process, infrastructural facilities & methodologies of operations and learning outcomes at regular intervals.
- An Academic Committee has been constituted in order to monitor and review the teaching-learning process, infrastructural facilities and methodologies of operations and learning outcomes at regular intervals.
- Necessary steps and remedial measures have been taken by the individual teachers and academic departments on the basis of the students' feedback and recommendations made by the academic committee.
- It also plays an important role in collecting and analyzing feedback from students and guardians. These feedback reports are then analyzed to take necessary action on part of individual teaching/ non-teaching staff and Action Taken Reports are also monitored to mark necessary changes.

It organizes seminars/webinars for students and training programmes for teaching and non-teaching staff.

- It conducts Internal Academic Audit on an annual basis to ensure that each department has conducted all curricular, co-curricular and extra-curricular activities as well as maintained proper documentation of these activities.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/IQAC/BethuneCollege-IQAC.htm
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality

B. Any 3 of the above

audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	http://www.bethunecollege.ac.in/IQAC/BethuneCollege-IQAC.htm#AnnualReports
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college sensitizes students, teachers, and office staff about gender-issues through awareness programmes and also several other means. The establishment of Women's Studies Centre in 2010 and Women's since 2012 has covered topics like Feminist-theories, Patriarchy, Women's Movements, Gender-Issues, Women's rights to name some in the syllabus. Besides these activities, the Department of Women's Studies conducts regular seminars as a part of its general course offered to UG students. The centre has taken initiative to launch a book "The Other Half: Meditations on Women's space in culture, past and present", published in November, 2021. Additionally, this subject is taught through the various curriculum of under graduate courses.

A 30-hour online course in "Ethics and Value Education" has also been introduced for undergraduate 1st year students. Concepts like Feminist-Philosophical-Perspectives, Gender-Equity and Women's Rights have been incorporated in the course's curriculum (http://www.bethunecollege.ac.in/BethuneCollege-EthicsValue.htm).

NSS volunteers are proactive in organizing seminars and gender-sensitization-programmes both inside and outside the college

campus. The College has provided some specific facilities for women on campus like CCTV and student's commonroom. Most importantly, our college has a grievance redressal cell, psychological counselling cell and anti-ragging cell for supporting our students in difficult situations.

File Description	Documents
Annual gender sensitization action plan	http://www.bethunecollege.ac.in/IQAC/genderSensitization/Annual-Gender-Sensitization-ActionPlan-2021-22.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://drive.google.com/drive/folders/15miHvGfAsUv3u66xRMR_KgUw13dM1IY2

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

C. Any 2 of the above

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

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

The college takes initiatives to make the campus plastic free.The solid wastes generated in college are segregated based on their bio-degradability. We maintain different coloured bins for this purpose. E-wastes are disposed of as per the government regulations.

For solid waste management, the basement of the college building is used for temporary storage of junk (which includes out of use instruments and furniture). A committee has been formed to supervise the disposal of these wastes.

Hazardous chemicals and hazardous waste used in the departments of chemistry, zoology and botany are carefully handled and not allowed to mix with the general waste of college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	https://drive.google.com/drive/folders/15YIra1OIC7hqVF8RwQUwgjgWAXtCoxjG
Any other relevant information	[View File](#)

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

E. None of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	[View File](#)

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

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

`C. Any 2 of the above`

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

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

`B. Any 3 of the above`

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
Policy documents and information brochures on the support to be provided	<u>View File</u>
Details of the Software procured for providing the assistance	<u>View File</u>
Any other relevant information	<u>View File</u>

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

IQAC, Bethune College organized a regular webinars and seminars to sensitize students about the Covid-19 pandemic and other rwlated issues.Sensitization is targeted through curriculum, celebration of commemorative days like Rabindra Jayanti, Human Rights Cell and its activities.

NSS unit of Bethune College is actively involved to aid the socially and economicallyunderprivileged. NSS volunteers have often visited nearby slums accompanied by teachers to donate old clothes and to sensitize the slum dwellers about mosquito transmitted diseases, women hygiene, domestic violence, sexual harassment.

The Backward Class and Minority Cell of Bethune College have been working actively to guidethe SC, ST, and OBCstudents to manage their various issues. Bethune College strictly follows the Reservation rules for admission accordingto the directives given by the Central and State Governments as well as University of Calcutta.

Bethune College celebrated International Mother Language Day (21.2.2022) to uphold the importance of cultural and linguistic diversity for sustainable societies and to foster the minds of young students learning tolerance and respect for different cultures and languages.

Introducing 'humanity' as religion in admission form was another

bold step taken by thecollege which was highly appreciated by the education fraternity.

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

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

Bethune College, Asia's first women's college, enjoys international reputation for the legacy of high standard of holistic and empowering women education. Through the curriculum students are taught about constitutional obligations- values, rights, duties and responsibilities of citizens. The followingactivities among others are undertaken by the College to Sensitize students and employees of the Institution to the constitutional obligations : Vision , Mission , Motto of the Institution -http://www.bethunecollege.ac.in/BethuneCollege.htm Code of Conduct - http://www.bethunecollege.ac.in/bethuneCollege/BethuneCollege-coc.htm Ethics & Value Education Certificate Course - http://www.bethunecollege.ac.in/BethuneCollege-EthicsValue.htm National Service Scheme: Students are involved in many social activities befitting their social responsibilities like, adoption of a nearby slum, distribution of old clothes, awareness programs, visit to orphanage, old age home are the regular activities. http://www.bethunecollege.ac.in/BethuneCollege-NSS.htm Bratachari course, the famous cultural heritage of Bengal - http://www.bethunecollege.ac.in/BethuneCollegeBratachari.htm Human Rights Cell- http://www.bethunecollege.ac.in/BethuneCollege-HumanRightsCell.htm Seminars on luminaries of Bengal -http://www.bethunecollege .ac.in/distinctiveness/BestPratice-I-Seminars-luminariesBengal%20Renaissance.pdf The online application form for admission since 2019 has started an option to choose 'Humanism' as a religion among others. https://indianexpress.com/article/education/kolkata s-bethune-college-introduces-humanity-as-religion-inadmission-form-bethunecollege-ac-in-5759278/lite/ Different programs are arranged throughout the year like Bethune Day, Banmahotsav, Independence Day, Teachers' Day, Republic Day, International Mother Language Day, Rabindra jayanti etc. to inculcate

Universal Values.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	[View File](#)

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	[View File](#)
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	[View File](#)
Any other relevant information	[View File](#)

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

The Institution organizes national and international commemorative days and festivals as best practices and social responsibilities. The students participate enthusiastically in celebration of these events and various cultural activities throughout the year. They actively participate in the drill and march past on theRepublic DayandIndependence Dayevery year. Along with this, every year on these two days, the different clubs in the college, like Photography Club, Art & Craft Club,

and Literary Club exhibit their work in the college. Students also celebrateTeacher's day(5th September) andRabindra Jayanti(8th/9thMay) every year. The College pays homage to John Elliot Drinkwater Bethune by observing his death anniversary, Bethune Day, on 12th August each year. On this day a representative section of the students/teachers/ non-teaching staff go to Bethune's tomb and offer flowers. A tree plantation festival known as Banomahotsab is organized on that day. World environment/ earth day, world wildlife day and like is commemorated through seminars, exhibition, photography contests. Special initiatives are taken for year long celebrations tocommemorate Centenary, Bi centenary or Sesquicentennial birth anniversaries of famous personalities. Seminars, special lectures, exhibitions, cultural functions, Inter/ intra college competitions are organized. Commemorative volumes are also published.

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

7.2 - Best Practices

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

Best Practice I

1. Title of the Practice: EDUCATION FOR EVERYONE

2. Best Practice II

   Conservation and documentation of wild biodiversity in the College campus and establishment of medicinal plant garden within the College campus.

File Description	Documents
Best practices in the Institutional web site	[View File]()
Any other relevant information	[View File]()

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Bethune College has always had students at its core, defining and distinctively shaping an institution of national repute in its long journey of 142 years. Students, past and present, give to this heritage institution its unique character. Bethune College Alumni Association, Sammilani, has always taken a keen interest in the activities of the College and extends its best efforts for the betterment of the Institution and its learners. The members also come forward with financial assistance whenever needed and participate in the cultural and academic activities of the college. In the recent past, we had students like Dr Aditi Sen De and Dr. Neena Gupta who have won the Shanti Swarup Bhatnagar Prize. Our students achieve several ranks at the University level examinations every year and excel in Sports as well, carrying forward the legacy of their illustrious seniors. The college that was established with a vision of empowering women with education has indeed shaped generations of students equipped not only to engage with the world around them but to effect changes for the better. Students work harmoniously with the College administration and the Teacher's Council for the sustenance and enhancement of the academic and cultural ethos of the College.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution adheres to the centrally created routine for undergraduate and post graduate classes for effective curriculum delivery and completion of syllabus within the stipulated period of a semester. The syllabus is distributed at the beginning of each semester and students are intimated accordingly. Academic Modules are meticulously maintained by teachers so as to keep a record of the time frame within which the topics allotted to individual teachers had been taught.

Regular classes, Tutorials and Remedial Classes are conducted for the benefit of students. Invited lectures, Seminars/Webinars, Students' Seminars and Academic Tours were conducted to enrich the teaching-learning process. Guest teachers were invited by the department to ensure successful completion of the syllabus at the PG level. A system of Student Mentoring is followed to give individual attention to each student. Apart from the traditional/Chalk-and-Talk Method, audio visual aids, power point presentations, films are used for effective curriculum delivery. Students are also encouraged to actively participate in seminars/webinars, related to their subject of study and inter-disciplinary topics and prepare wall magazines reflecting their understanding of a topic taught in class or having social relevance.

Academic audit is regularly conducted by IQAC to maintain standards of curriculum delivery.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://www.bethunecollege.ac.in/

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

The Academic Calendar, prepared by the academic committee, ensures a systematic routine for curricular and extracurricular activities throughout the year. The College is affiliated to the University of Calcutta and abides by the dates of examinations fixed by the University for the different Semesters. The Academic Calendar providestentative dates for the commencement of sessions, internal and University examinations, holidays according to the Government of West Bengal Holiday List and institution-level events like Bethune Day, Intra-College Fest, Annual Sports Day, Annual Fest, Annual Prize Day and so on. Vacations and session breaks are also mentioned in the Academic Calendar, especially for the benefit of outstation candidates. The College strives to adhere to the Academic Calendar with utmost sincerity so that students, teaching and non-teaching staffremain aware of upcoming events. The CIE consists of class tests, internal assessments and tutorial projects. Besides the assessments of the CBCS curriculum, individual teachers take revision tests and set assignments in order to evaluate the understanding of students on the topics taught. Remedial Classes and Mentoring classes also enable the teachers to clarify doubts, pay individual attention to students and assess their progress.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	http://www.bethunecollege.ac.in/SSR/criteria1/1_1_1-Additional-Information.pdf

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

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

1.2 - Academic Flexibility

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

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

41

File Description	Documents
Any additional information	[View File](#)
Minutes of relevant Academic Council/ BOS meetings	[View File](#)
Institutional data in prescribed format (Data Template)	[View File](#)

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

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

3

File Description	Documents
Any additional information	[View File](#)
Brochure or any other document relating to Add on /Certificate programs	[View File](#)
List of Add on /Certificate programs (Data Template)	[View File](#)

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

592

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

592

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

1.3 - Curriculum Enrichment

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

The teaching-learning process incorporates discourses on gender, issues of professional ethics, importance of conservation of environment and the need for sustainability. This is effectively done in two ways:

(a) Some departments offer CC, DSE and GE courses that address these issues directly as part of the CBCS curriculum.

English: Women's Writing and Women's Empowerment, Human Values.

Psychology: Psychology of Gender, Indian Gender Role&Identity, Environment&Environmental Psychology, Human Values/ Rights, Professional Ethics.

Philosophy: Human values, Environmental Philosophy, Feminist Philosophy.

Political Science: Gender and Politics.

Economics: Environmental Economics, Sustainability&Gender Issues.

Zoology: Environment&sustainability in courses on Ecology, Developmental Biology, Evolutionary Biology, Animal Behaviour and Chronobiology, Ecological Theories, Conservation biology, Environmental Biology, Toxicology, Wildlife&conservation biology, Animal Behaviour, Evolutionary Biology, Perspectives

of Environmental Science.

Botany: Environmental issues in courses on ecology, community ecology, biodiversity, phycology, mycology, plant ecology, ecosystem dynamics&environment pollution.

Sanskrit: Human Values&Ethics, Gender, Environment sustainability&Professional Ethics.

Women's Studies: GE course.

Compulsory course on Environmental Studies (AECC2) for all Sem2 students.

(b) Departments organize seminars/webinars, lectures, Ethics&ValueEducation Certificate course and other co-curricular activities on these topics.

A Human Rights Cell also functions in the College which enables the students to know, understand and express their opinions on the issue of human values.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

13

File Description	Documents
Any additional information	[View File](#)
Programme / Curriculum/ Syllabus of the courses	[View File](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	[View File](#)
MoU's with relevant organizations for these courses, if any	[View File](#)
Number of courses that include experiential learning through project work/field work/internship (Data Template)	[View File](#)

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

566

File Description	Documents
Any additional information	[View File](#)
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.bethunecollege.ac.in/IQAC/BethuneCollege-IQAC.htm#Feedback

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

664

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

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

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

183

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

2.2 - Catering to Student Diversity

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

In the Session 2021-22, teaching- learning had to be done through online mode using google meet, Zoom, Google Classroom at some point of time due to continuing Covid 19 pandemic, but mostly offline teaching could be arranged at college. Tutorial classes were held for enabling proper understanding. Remedial classes were arranged for slow learners as per requirement. Mentoring classes also tried to ensure individual interaction between students and teachers. The scopes of improvement have also been discussed with the students as well as with the parents. Doubt clearing sessions were also arranged for them.

Advanced learners were encouraged to take part in various webinars, workshops and seminars so that they can listen to eminent scholars and enhance their knowledge and skill. Advanced learners were mentored accordingly and encouraged to contribute research articles to college magazine and departmental wall magazines. Advanced learners of different departments were motivated to present their research papers in various students' seminarsand often they were provided with advanced research articles and book chapters so that they can frame better answers to the questions. They were also motivated to participate in group discussion, essay, poster, quiz competitions organized by the college and other institutions.

File Description	Documents
Link for additional Information	http://www.bethunecollege.ac.in/Bethune College-Routines.htm
Upload any additional information	View File

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

Number of Students	Number of Teachers
1375	96

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

For students' experiential learning, field trips and educational tours were organized at the departmental level as part of Honours and GE courses. Department of Zoology organized visit to the Indian Museum (13.5.2022), field-trip to Alipore Zoological Garden for studying behavioral activities of animals and AJC Bose Botanical Garden in April 2022. Students of Botany visited Taki, Golpatar Jungle, Biodiversity Park, Banabitan and other places.

All UGI students were taken to Swami Vivekananda's Ancestral House and Cultural Centre as part of Ethics and Value Education Certificate Course in April,2022 for enhancing their knowledge.

Students of History and Psychology gathered experience through internship with reputed organisations.

For participative learning seminars, workshops, awareness programmes, poster presentations were organized. For example, on 23.11.2021, College NSS unit organized a Campus Cleaning and Maintenance Drive where students actively participated and gathered first-hand experience. Students also participated in NSS drive of distribution of cloths and stationeries among slum-dwellers, street-dwellers and at an

orphanage.

As the problem-solving methodologies, different tutorial projects, dissertation and students' presentations were organized. Students enthusiastically participated in Students Week in January 2022, Ethics related Yoga workshop in April 2022, Sapling Plantation Drive in August 2021 and College Biodiversity Awareness Programme in November 2021.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	http://www.bethunecollege.ac.in/Bethune College-SSR.htm

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

Realizing the increasing importance of ICT enabled tools in making the teaching- learning more effective, teachers of Bethune College always endeavour to make the best use of technology. In the session 2021-22, due to continuation of pandemic some online classes were taken by the teachers using Google Meet, Zoom, Teamlink, Skype etc. Teachers also shared e-books and online study- material through email, whatsapp and Google Classroom which became very useful to the students as visiting libraries was restricted for certain period.Videos from Open Educational Platform and different documentaries from online archives were shared with students and Youtube assisted learning was also being practised. Audio lectures recorded by teachers in voice recorders were also shared.

During the session, whenever offline classes became feasible, classroom teaching assisted by ICT tools are resumed. Teachers used laptops and LCD projectors in classroom to make it easier for students to understand a subject. Smart classroom, smart board and microphone are used for teaching with the help of PPT. Students' seminars are also organized where power point presentation are encouraged. College library regularly provide students computers with internet facility for accessing e-journals and e-books. Well-equipped computer laboratories of this college also assist ICT based

teaching.

File Description	Documents
Upload any additional information	<u>View File</u>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<u>http://www.bethunecollege.ac.in/Bethune College-ICT.htm</u>

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

2.3.3.1 - Number of mentors

94

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

2.4 - Teacher Profile and Quality

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

96

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<u>View File</u>
Any additional information	<u>View File</u>
List of the faculty members authenticated by the Head of HEI	<u>View File</u>

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

66

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

96

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The College has a regular, robust and transparent system of internal assessment for every course offered under CBCS, following the regulations of the University of Calcutta. At the commencement of academic session 2021-22, rules and regulations, schedule, duration, question pattern and marking system are explained to the students beforehand. If a student fails to appear in any internal examination for some valid and inadvertent causes, necessary arrangements are made to conduct separate evaluation of an absentee candidate. Transparency and security of evaluation are ensured at every step of the process and the marks obtained in these assessments are reflected in the final mark sheets.

Besides, other assessments like class tests are conducted prior to the University Level Theory Exams to evaluate the progress of the students. The results of these assessments

were duly intimated to the examinees along with suggestions for improvement and doubt-clearing. Students were regularly made aware of their mistakes and were advised to rewrite answers and send them to the concerned teacher so that he /she is able to check whether the mistakes are properly understood and rectified by the students.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.bethunecollege.ac.in/SSR/criteria2/2_5-Evaluation-Process-and-Reforms.pdf

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

In the session 2021-22, the college has maintained a proper and efficient mechanism to deal with any kind of examination related grievance. If any error or discrepancy in students' result is reported, teachers and administrative staff take immediate care of it and efforts are constantly made to redress students' grievances. The College provides all necessary supports if a student wants to apply for review at University Level Examinations. Following the RTI Act, students under the aegis of University of Calcutta, can also apply for a self – evaluative scope of looking at the photocopy of answers scripts. In case, any marked difference is found in students' class performance and exam results, teachers endeavour to find out the cause and discuss the matter. There is also a Grievance Redressal Cell where students' grievances can be reported and immediately taken care of. Principal of the College and Academic Committee also hold special meeting on results and discuss if any grievance had been found. Feedback is also collected from students and parents and their suggestions are noted. Mentoring system has also been evolved where student- mentees are encouraged to share their problems with teacher- mentors to take proper measures to redress grievances.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://www.bethunecollege.ac.in/default.htm

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Effective teaching-learning makes it necessary that both the teachers and students are informed clearly about the programme outcomes, programme specific outcomes and course outcomes of the programmes offered. The clarity in understanding contents, scope and limitations (if any) of programme or course enables the faculty to plan for entire teaching process and to execute the lecture delivery in an efficient manner. These outcomes, when explained and communicated properly to the students, help them to comprehend what they are studying and what will be their final learning outcomes after completing the entire course.

In session 2021-22, each department of the college communicated the Programme Outcomes, Programme Specific Outcomes at the commencement of classes, and it is clearly displayed on college website. The individual course outcomes of all subjects are also properly stated on the college website and discussed in classes. Parents are also informed about PSOs at Parent- Teacher meetings. At the Orientation Programme and Principal's Address to 1st Semester students, Programme outcomes are also communicated. The college also motivated and sent teachers to attend special workshops, symposia on course development and programme outcome so that better result can be achieved.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.bethunecollege.ac.in/bethune College/BethuneCollege-PSO-CO.htm
Upload COs for all courses (exemplars from Glossary)	View File

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

By monitoring the attainment of program outcomes and course specific outcomes, the college regularly evaluates whether the students are able to achieve their learning goals. Class tests, continuous internal assessments, tutorials, group discussions, students' seminars and viva voce are a few means of evaluating the attainment of learning outcomes. Remedial lectures are also provided so that students can keep pace with the expected outcome. Finally university level theory and practical examinations help in measuring the attainment level. Each department endeavors to monitor if there is any marked difference in class test results and university level performance. Regular survey and analysis of students' placement, progression into higher education, qualifying in competitive examinations and taking admission in foreign universities for PG and PhD programs also enable the departments to measure the attainment of PO and CO. Teachers providing LORs for outgoing students also evaluate the PO and CO. College also takes feedbacks from students and parents. The college has an active Career Counselling Cell which organizers seminars, webinars, workshops on job opportunities and arranges campus placements. Subject specific career-counselling is conducted for better outcome of the programs. Mentoring of students is done for suitable placement in jobs and higher education.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.bethunecollege.ac.in/Bethune College-CareerCounsellingCell.htm

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

457

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://www.bethunecollege.ac.in/IQAC/BethuneCollege-IQAC.htm#AnnualReports

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://www.bethunecollege.ac.in/IQAC/BethuneCollege-IQAC.htm#SSS

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

850000

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://icssr.org/sites/default/files/major-project-2022.pdf

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

102

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

07-03-2023 10:17:37

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

22

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

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

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

66

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

3.3 - Extension Activities

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

The NSS Unit and Student Activity Cell of Bethune College have always been active and contributed to the development of the neighborhood significantly through different programmes. Volunteers visited the neighborhood to create awareness about social, legal as well as health related issues and sometimes they campaigned for maintenance of cleanliness, forestation etc. Volunteers also visited the slums situated in Goabagan and Ramdulal Sarkar Street to conduct developmental activities. Programmes like Health Check up Camp and Eye Check up Camp were arranged to help the needy people of the

slum. Some of the members of the NSS Committee spent a day and shared precious moments with the children of an orphanage situated in Dumdum. During the famous festival of Durga puja clothes were presented to those children, also. The NSS Unit of Bethune College also emphasized on the literacy mission. Books and other necessary items were donated among the street children to facilitate their studies. Another notable measure adopted by it is distribution of clothes among the pavement dwellers. This programme is often arranged by the NSS Unit to extend support to the poor people living in the surroundings.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/SSR/criteria3/3_4_1-Extension-Activity-Additional-Link.pdf
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

9

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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

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

23

File Description	Documents
Reports of the event organized	[View File](#)
Any additional information	[View File](#)
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	[View File](#)

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

372

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	[View File](#)

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

2

File Description	Documents
e-copies of linkage related Document	[View File](#)
Details of linkages with institutions/industries for internship (Data Template)	[View File](#)
Any additional information	[View File](#)

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The 143 years old heritage institution continues its legacy of teaching learning process through updated and equipped modern facilities in the campus of 8926 sq. metres with nine buildings. The libraries and laboratories along with computer centre, class room teaching, seminars, conferences and workshop join hands to achieve academic excellence. The Laboratories are updated with regular development Grants received from Government (State & Central). 18 classrooms with ICT facility are used for teaching purpose and the classes are scheduled for optimal utilization of the available physical infrastructure. MFC for Science facilitates exchange of resource among departments thereby promoting higher studies and research activities among students. Other than departmental libraries two wings of the Central library (Arts & Science), fully automated with KOHA, have a rich collection of Books and Journals. Students and teachers have open access to the stack. The other facilities include Hostel, Auditorium, NSS room, Sick room, gymnasium, Alumni room, Solar Power Panel (total 2 units), Medicinal Plant Garden, Lift, CCTV, Ramp for physically disabled,

Canteen, Divyangjan Toilet. An Archive preserves century old books, documents, journals and monographs. Water dispensers in the college premises were donated by the Hon'ble MIC, Dr. Shashi Panja recently.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.bethunecollege.ac.in/Bethune College-Infrastructure.htm

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

The institution gives utmost importance to the overall development of the students and organizes various sports, games, and cultural activities on campus regularly.The Centenary Hall in Kadambini Bhavan hosts Seminars/Workshops, NSS activities, Bethune Day and Banamahotsav, Mini Book-fair, the annual event of the alumni called Anandamela. College has a gymnasium equipped with bi-cycle, agro meter, twister, chest expander, trade meal etc. and prayer hall for exercise and yoga for the students. The Annual College Sports is held in January/ February every year in the sports ground. The college has a badminton court and two sports rooms equipped with carrom, chess, a table tennis board and other sports equipments. Ground Floor of Nivedita Prayer Hall is used as Girls' Common Room. A dedicated Union Room for the apolitical Students' Committee of the college works in organizing various cultural and social activities. The college has seven clubs with Teachers and Students at the helm: Literary club, Photography club, Art and Crafts club, Quiz and Debate club, Film and Drama club, Cultural club and Science and Environment club carrying on activities throughout the year holding competitions and exhibitions,centenaries of stalwarts, culminating with the Fest and Annual Prize function.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.bethunecollege.ac.in/default.htm

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

15

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

52

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.bethunecollege.ac.in/Bethune College-Infrastructure.htm
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

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

35.19

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template)	[View File](#)

4.2 - Library as a Learning Resource

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

- **Name of ILMS software: KOHA**

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

- **Version:Web Version 7.0**

- **Year of Automation: 2019**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	http://www.bethunecollege.ac.in/Bethune College-Library.htm

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

0.74

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

35

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The Departments are connected with Broadband (BSNL) internet and are updated regularly. Presently the institution is equipped with 2 (two) internet connections updated to optical fiber (FTTH) network, one with speed 100 MBPS and the other with speed 40 MBPS. The easy access to the internet from every Department gives better opportunity in the teaching learning process. The existing Smart classrooms equipped with ICT facility and internet connection are in frequent use in the teaching learning process. The Office is using the updated facilities of technology to carry out the administrative works. Initially the Wi-Fi facility was provided to the Administrative Building and the Science Library. Very recently the Centenary Hall is also brought under the same facility. All computers are monitored through the AMC and are regularly updated as and when suggested by the attending personnel.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.bethunecollege.ac.in/Bethune College-SSR.htm

4.3.2 - Number of Computers

167

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	**B. 30 – 50MBPS**

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

16.62

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The 143 years old heritage institution continues its legacy of teaching learning process through updated and equipped modern facilities. The class routine is scheduled for optimal utilization of the available physical infrastructure. The Laboratories of the Science Departments are updated with regular development Grants received from Government (State & Central). Multi Facility Centre for Science facilitates exchange of resource among departments thereby promoting higher studies and research activities among students. Departmental and central (Arts and Science) libraries have open access to the students. The college has seven clubs with Teachers and Students at the helm which carry on activities throughout the year holding competitions and exhibitions, centenaries of stalwarts, culminating with the Fest and Annual Prize function. Seminars and workshops in different disciplines keep the students well aware of the advances in science and humanities. Career counselling is done regularly for the outgoing batch to keep our students updated about possibilities in placement. New classrooms, ramps, sick rooms and other facilities are being built or woven out of the existing infrastructure with the help of PWD Civil as per the need of the institution. The much awaited Girls' Hostel is ready for inauguration from next session.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[www.bethunecollege.ac.in/IQAC/campusMaintenance/AQAR-4_4_2-Campus-Maintenance-and-Support-2021-2022.pdf](#)

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

507

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

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

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

26

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills — A. All of the above

File Description	Documents
Link to institutional website	http://www.bethunecollege.ac.in/Bethune College-ComputerTraining.htm
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

876

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

876

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

5.1.5 - The Institution has a transparent — A. All of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

15

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

249

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

28

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

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

2

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Bethune College Students' Committee (BCSC) is formed in consultation with the Principal and Heads of Departments. The Students' Committee takes part in academic, administrative and other activities of the College. There are student representatives in administrative bodies like the Governing Body, Internal Complaints Committee (ICC), Backward Class Cell, IQAC, Anti-Ragging Cell. The Committee actively participates in the events like Annual Prize Distribution ceremony, Sports, Fest and Intra-college Competitions, Independence Day and Republic Day functions among others. It continuously maintains an effective liaison between the teachers and the students. Student's Committee also organizes programmes like, Fresher's Welcome, Farewell for the Third Year students.BCSC organized several workshops in this session on subjects like multimedia, eastern dance, drama, photography, debate, filmmaking etc.

During COVID – 19 Pandemic, Bethune College COVID Squad initiative was started under the banner of Students' Activity Cell, Bethune College on 28.04.2021 which helped almost 150 people with support of all kinds from oxygen cylinders, hospital beds, food facilities, RTPCR tests and a lot more to the families of the students and staff of Bethune College. As the group expanded, it started to extend help to people from all over the state.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/Bethune College-studentsSection.htm
Upload any additional information	View File

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

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

682

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

5.4 - Alumni Engagement

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

- **Alumni Association of Bethune College, called Bethune College Sammilani is a registered body under the West Bengal Societies Registration Act, 1961from 10th of March 2015. It started the journey as an 'Old Students Guild' on 3rd September, 1921. Sammilani is a common platform of ex- students, present teachers and ex-teachers of Bethune College. Sammilani has always taken a keen interest in the activities of College and extends support for its welfare. On Reunion day, the alumna members who have completed 50 years of their graduation are felicitated and are given, by way of gifts, the products of Self-Help groups (SHGOS). This attempt on the part of Sammilani, not only encourages the entrepreneurship of SHGOS, but also helps the weaker sections of women of our society. The Alumni run two Endowment Funds : Jyotsnamoyee Dey Endowment Fund , Tarak Sudha Endowment Fund. From 2017, Kadambini Ganguly Silver Medal has been introduced in the memory of Kadambini Ganguly, the 1st woman graduate and the practicing doctor of the British India. In the Pandemic year 2020-21 some social works like helping AMPHAN victims, distributing handmade masks, donating tree saplings have been done by Sammilani. Special Prize for Bravery has been also announced.**

File Description	Documents
Paste link for additional information	http://www.bethunesammilani.org/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**A. ? 5Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision of the institution is to provide:

- **Value-based education to develop a sense of responsibility, patriotism, social**

and environmental awareness amongst students and to create intellectually stimulated

, technologically trained and empathetic citizens,

- **To identify the inherent potentials of students and enhance these competencies to**

enable them to meet the challenges in their chosen field of work,

- **To provide equal opportunities for good quality higher education at an affordable cost, especially to the underprivileged sections of society.**

The mission of the institution is:

- **To endow its learners with access to higher education that promotes capacity-building and holistic development through a quality teaching-learning**

process. Holistic education is one that emphasizes the importance of knowledge of a specific subject with equal amount of emphasis upon inculcation of ethical values is one of the main aims of the institution.

- **The college always tries inculcate a creative, socially aware and ethically sensitive**

self among the students by emphasizing on the co-curricular activities, focusing on

the mental health and well-being of the students.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/Bethune College.htm#:~:text=Vision,provides%20immortal%20bliss%27
Upload any additional information	View File

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

The Committees may broadly be divided into the following broad categories:

- **Academic Committees: These include Academic Affairs Committee, Routine Committee, Class Record Committee, CBCS Committee, ENVS Committee, Ethics & Value Education Course Committee, Multi-Facility Centres for Arts & Science subjects.**
- **Students' Section & Support: These include Admission Committee, Anti-Ragging Cell, Career Counselling, Internal Examination & University Examination committees, Grievance Redressal Committee, Feedback Committees. These committees act as the interface between students and the College administration.**
- **Scholarships &Funds: There are separate committees .**
- **.Students' Activity Cell: To give students the opportunity to hone their co-curricular and extra-curricular skills.**
- **NSS: The College has an extremely active NSS Cell .**
- **Maintenance & Administration:, The College has PWD, AISHE, Career Advancement, Central Purchase,**

Development & Finance Committee, Computer system, Data Management, Income Tax, Internal Audit, Pay Fixation and Arrear, Service Book, Physical Maintenance, Asset Management, Solar Power, Self- Appraisal committees.

- In addition to the above-mentioned committees, there are also Cells like the Human Rights Cell, Intellectual Property Rights Cell, Heritage Journal Committee, Magazine Committee, Sports Committee, Annual Fest and Annual Prize Committees .

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/Bethune College.htm
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

DBT Star college scheme :The college an improved teaching-learning environment for the science subjects both in terms of quality of teaching and technical support; more experiments, field-base studies, seminars and workshops were aimed at, to make the process of learning more interesting and attractive to the students. DBT Star college scheme has helped in making the plan successful. 5 departments of the college, namely, Physics, Chemistry. Botany, Zoology and Mathematics have successfully organized several workshops and webinars on diversified scientific issues linked with human-life. Emerging disciplines like Bio-Mathematics, Bio-Statistics or Bioinformatics were introduced through workshops to the undergraduate students. Students have participated in the photography contest and poster competitions on relevant topics.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.bethunecollege.ac.in/Bethune College-DBTstar.htm
Upload any additional information	View File

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

The administration of the college runs as per rules and regulations laid down by the Department of Higher Education, Government of West Bengal. The Governing Body is the highest decision-making body of the college, comprising of the Principal, teaching, non-teaching and student's representatives, government and university's nominees. Principal is the administrative, financial and academic head of the institution. Under her/his stewardship following bodies or cell work. Office of the Principal is engaged in different administrative and financial functions. There are 17 academic departments in the college engaged in the teaching-learning process. Internal Quality Assurance Cell monitors a large number of issues associated with teachers and students, specially focusing on the academic affairs. Teachers' Council comprising of all the teachers of the college is engaged in different administrative, academic and co-curricular activities through various committees. There are some Special Duty Cells, mostly defined or suggested by the constitutional bodies like UGC, such as Students' Grievance Committee, Anti-ragging Cell etc. These cells are engaged in works beyond the regular activities of the college. Library plays a pivotal role in the academic sphere of the college. Students' Body acts as a students' mouthpiece

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/bethune College/BethuneCollege-Organogram.htm
Link to Organogram of the Institution webpage	http://www.bethunecollege.ac.in/bethune College/BethuneCollege-Organogram.htm
Upload any additional information	View File

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

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The teaching and non-teaching staff of the institution have access to all the welfare measures initiated and approved by the Higher Education Department, Government of West Bengal. The key welfare measures are:

1. General Provident Fund and Group Insurance
2. Pensionary benefits, Gratuity and Leave Encashment
3. Child Care Leave, Medical Leave besides Casual Leave
4. Government quarters are provided to employees based on need and availability
5. LTC, twice during the service of the employee
6. Government Health Scheme for employee and his/her family

7. The teaching and non-teaching staff are also granted On-Duty Leave to attend Professional Development and Administrative Training Programmes respectively.
8. There is a Performance Appraisal System for teaching staff through the annual Self-Appraisal Report (SAR) and a separate appraisal of the non-teaching staff by the DDO.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/default.htm
Upload any additional information	View File

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

4

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

2

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

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

Teaching Staff of the college face two-fold appraisal system. First, there is a self-appraisal system for the teachers. They prepare a self-appraisal document daily, stating all the

administrative and academic duties performed and all the leaves taken by them. The Principal prepares a consolidated report on the basis of those self-appraisal report every month and submits it to the Department of Higher Education. Secondly the teachers have to submit a detailed Self-Appraisal Report (SAR) online once every year. These reports are checked by Reporting Officer (Principal), verified by Reviewing Officer (DPI) and are accepted by the Accepting Officer (Principal Secretary). Annual Confidential Report of Teachers are prepared by Principal and sent to higher authority. This is required for Career Advancement of Teachers.

There is no such appraisal system for non-teaching staff of the college. But performance of the non-teaching staff posted in the different academic departments is reported by the head of the departments. Performance of the non-teaching staff working in the Principal's office is scrutinized by the head clerk regularly. An overall monitoring and assessment is done by the Principal. Annual Confidential Report of non-teaching staff are also prepared by Principal and sent to higher authority

File Description	Documents
Paste link for additional information	https://www.wbifms.gov.in/hrms-ess/employee/home.html
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The college conducts internal audits regularly. Internal audits are done for non-government funds. As the audit of the government funds are prerogative of the state government.

Internal Audit has been done on the expenditure of the PG departments and some committees engaged in different administrative, financial, academic and co-curricular activities. All these departments spent money either received

from the different non-government fund maintained by the office of the Principal or earned on various occasion from subscriptions, donations, advertisements etc.

External Academic and Administrative Audit was conducted in the premises of Bethune Colllege on 29.07.2022 from 11 am to 5.30 pm.

http://www.bethunecollege.ac.in/IQAC/externalAcademicAudit/Certification-of-Audit-2022.pdf

http://www.bethunecollege.ac.in/IQAC/externalAcademicAudit/External-Academic-and-Administrative-Audit-2022.pdf

As experts for the External Academic and Administrative Audit Team, for preparation of NAAC of Bethune College. We examined all academic and administrative documents. A presentation of all the seven criteria for NAAC assessment was scrutinized and discussed. Period of assessment for the institution will be 2017-18 to 2021-22 (July 2017- June 2022).

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/SSR/criteria6/6_4_1-Audit-Reports.pdf
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

980000

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Describe the resource mobilization policy and procedures of the Institution within a maximum of 200 words

The institution is financed entirely by the Government of West Bengal. There are two main sources of funds for the institution.

- **State Government Allotment: These are utilized for:**

1. **Salary**
2. **Wages (Remuneration of State-Aided Contractual Teachers)**
3. **Allotment to West Bengal Health Scheme**
4. **Electricity Bill**
5. **Telephone Bill**
6. **Office expenses**
7. **Allotment to PWD (Civil and Electrical) for enhancement of infrastructure and Campus maintenance**
8. **Development Grant**

- **Central Government Allotment:**

1. **DBT STAR**

The Head of the Institution calls for a meeting of the Purchase Committee (having the heads of all departments and the Chief Accountant as members) to discuss and finalize the requirements of these departments ranging from books and computers to laboratory equipment and chemicals, furniture etc. The Purchase Committee then prepares a budget which is scrutinized by the Principal and submitted to the Higher

Education Department of the Government of West Bengal. The Go WB allots Development Grant to the College which is utilized to meet the needs of the College. The departments submit the bills and other documents of purchases made to the College Office.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/Bethune College-DBTstar.htm
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

(a) The IQAC has supervised the introduction/continuation of Value- Added Certificate Courses, like the 30 Hour Certificate Course in Ethics & Value Education and Bratachachari. It has also facilitated inter-institutional collaborative initiatives for academic interest, like the collaboration between the Departments of English of this college with Hooghly Mohsin College & between the Departments of History of this College with that of Scottish Church College. All these initiatives of the IQAC are essential steps towards quality enhancement of the teaching learning process.

(b) As a parallel process of the regular academic activities the IQAC planned for a series of seminars involving all academic departments. The topics of the seminars/ workshops covered multifarious dimensions organized by the departments of the college either jointly or individually and also by Women studies Centre/ NSS/ Career Counselling Cell etc. Teachers and students were benefitted by these programmes and acquired the skill needed to combat the new situation. Under the supervision of the Students Activity Cell students organized seminars on different topics within or outside their syllabus.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/IQAC/BethuneCollege-IQAC.htm
Upload any additional information	View File

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

The Internal Quality Assurance Cell (IQAC) keeps a vigilant eye on the quality of the teaching learning process. In doing so, the IQAC has taken the following essential steps:

- Constitution of academic committee that monitors and reviews the teaching-learning process, infrastructural facilities & methodologies of operations and learning outcomes at regular intervals.
- An Academic Committee has been constituted in order to monitor and review the teaching-learning process, infrastructural facilities and methodologies of operations and learning outcomes at regular intervals.
- Necessary steps and remedial measures have been taken by the individual teachers and academic departments on the basis of the students' feedback and recommendations made by the academic committee.
- It also plays an important role in collecting and analyzing feedback from students and guardians. These feedback reports are then analyzed to take necessary action on part of individual teaching/ non-teaching staff and Action Taken Reports are also monitored to mark necessary changes.

It organizes seminars/webinars for students and training programmes for teaching and non-teaching staff.

- It conducts Internal Academic Audit on an annual basis to ensure that each department has conducted all curricular, co-curricular and extra-curricular activities as well as maintained proper documentation of these activities.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/IQAC/BethuneCollege-IQAC.htm
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	http://www.bethunecollege.ac.in/IQAC/BethuneCollege-IQAC.htm#AnnualReports
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college sensitizes students, teachers, and office staff about gender-issues through awareness programmes and also several other means. The establishment of Women's Studies Centre in 2010 and Women's since 2012 has covered topics like Feminist-theories, Patriarchy, Women's Movements, Gender-Issues, Women's rights to name some in the syllabus. Besides

these activities, the Department of Women's Studies conducts regular seminars as a part of its general course offered to UG students. The centre has taken initiative to launch a book "The Other Half: Meditations on Women's space in culture, past and present", published in November, 2021. Additionally, this subject is taught through the various curriculum of under graduate courses.

A 30-hour online course in "Ethics and Value Education" has also been introduced for undergraduate 1st year students. Concepts like Feminist-Philosophical-Perspectives, Gender-Equity and Women's Rights have been incorporated in the course's curriculum (http://www.bethunecollege.ac.in/BethuneCollege-EthicsValue.htm).

NSS volunteers are proactive in organizing seminars and gender-sensitization-programmes both inside and outside the college campus. The College has provided some specific facilities for women on campus like CCTV and student's commonroom. Most importantly, our college has a grievance redressal cell, psychological counselling cell and anti-ragging cell for supporting our students in difficult situations.

File Description	Documents
Annual gender sensitization action plan	http://www.bethunecollege.ac.in/IQAC/genderSensitization/Annual-Gender-Sensitization-ActionPlan-2021-22.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://drive.google.com/drive/folders/15miHvGfAsUv3u66xRMR_KgUw13dM1IY2

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

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

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

The college takes initiatives to make the campus plastic free.The solid wastes generated in college are segregated based on their bio-degradability. We maintain different coloured bins for this purpose. E-wastes are disposed of as per the government regulations.

For solid waste management, the basement of the college building is used for temporary storage of junk (which includes out of use instruments and furniture). A committee has been formed to supervise the disposal of these wastes.

Hazardous chemicals and hazardous waste used in the departments of chemistry, zoology and botany are carefully handled and not allowed to mix with the general waste of college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://drive.google.com/drive/folders/15YIra1OIC7hqVF8RwQUwgjgWAXtCoxjG
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the	**E. None of the above**

campus

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants**	**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	[View File](#)

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

IQAC, Bethune College organized a regular webinars and seminars to sensitize students about the Covid-19 pandemic and other rwlated issues.Sensitization is targeted through curriculum, celebration of commemorative days like Rabindra Jayanti, Human Rights Cell and its activities.

NSS unit of Bethune College is actively involved to aid the socially and economicallyunderprivileged. NSS volunteers have often visited nearby slums accompanied by teachers to donate old clothes and to sensitize the slum dwellers about mosquito transmitted diseases, women hygiene, domestic violence, sexual harassment.

The Backward Class and Minority Cell of Bethune College have been working actively to guidethe SC, ST, and OBCstudents to manage their various issues. Bethune College strictly follows the Reservation rules for admission accordingto the directives given by the Central and State Governments as well as University of Calcutta.

Bethune College celebrated International Mother Language Day (21.2.2022) to uphold the importance of cultural and linguistic diversity for sustainable societies and to foster the minds of young students learning tolerance and respect for different cultures and languages.

Introducing 'humanity' as religion in admission form was another bold step taken by thecollege which was highly appreciated by the education fraternity.

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

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

Bethune College, Asia's first women's college, enjoys international reputation for the legacy of high standard of holistic and empowering women education. Through the curriculum students are taught about constitutional

obligations- values, rights, duties and responsibilities of citizens. The followingactivities among others are undertaken by the College to Sensitize students and employees of the Institution to the constitutional obligations : Vision , Mission , Motto of the Institution -http://www.bethunecollege.ac.in/BethuneCollege.htm Code of Conduct - http://www.bethunecollege.ac.in/bethuneCo llege/BethuneCollege-coc.htm Ethics & Value Education Certificate Course - http://www.be thunecollege.ac.in/BethuneCollege-EthicsValue.htm National Service Scheme: Students are involved in many social activities befitting their social responsibilities like, adoption of a nearby slum, distribution of old clothes, awareness programs, visit to orphanage, old age home are the regular activities. http://www.bethunecollege.ac.in/BethuneCollege-NSS.htm Bratachari course, the famous cultural heritage of Bengal - http://www.bethunecollege.ac.in/BethuneCollegeBratachari.htm Human Rights Cell- http://www.bethunecollege.ac.in/BethuneC ollege-HumanRightsCell.htm Seminars on luminaries of Bengal -http://www.bethunecollege .ac.in/distinctiveness/BestPratice- I-Seminars-luminariesBengal%20Renaissance.pdf The online application form for admission since 2019 has started an option to choose 'Humanism' as a religion among others. https://indianexpress.com/article/education/kolkata s-bethune -college-introduces-humanity-as-religion-inadmission-form- bethunecollege-ac-in-5759278/lite/ Different programs are arranged throughout the year like Bethune Day, Banmahotsav, Independence Day, Teachers' Day, Republic Day, International Mother Language Day, Rabindra jayanti etc. to inculcate Universal Values.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

| 7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed | C. Any 2 of the above |

on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	[View File](#)
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	[View File](#)
Any other relevant information	[View File](#)

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

The Institution organizes national and international commemorative days and festivals as best practices and social responsibilities. The students participate enthusiastically in celebration of these events and various cultural activities throughout the year. They actively participate in the drill and march past on theRepublic DayandIndependence Dayevery year. Along with this, every year on these two days, the different clubs in the college, like Photography Club, Art & Craft Club, and Literary Club exhibit their work in the college. Students also celebrateTeacher's day(5th September) andRabindra Jayanti(8th/9thMay) every year. The College pays homage to John Elliot Drinkwater Bethune by observing his death anniversary, Bethune Day, on 12th August each year. On this day a representative section of the students/teachers/ non-teaching staff go to Bethune's tomb and offer flowers. A tree plantation festival known as Banomahotsab is organized on that day. World environment/ earth day, world wildlife day and like is commemorated through seminars, exhibition, photography contests. Special initiatives are taken for year long celebrations tocommemorate Centenary, Bi centenary or Sesquicentennial birth anniversaries of famous personalities.

Seminars, special lectures, exhibitions, cultural functions, Inter/ intra college competitions are organized. Commemorative volumes are also published.

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

7.2 - Best Practices

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

Best Practice I

> **1. Title of the Practice: EDUCATION FOR EVERYONE**

> **2. Best Practice II**

>   **Conservation and documentation of wild biodiversity in the College campus and establishment of medicinal plant garden within the College campus.**

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Bethune College has always had students at its core, defining and distinctively shaping an institution of national repute in its long journey of 142 years. Students, past and present,

give to this heritage institution its unique character. Bethune College Alumni Association, Sammilani, has always taken a keen interest in the activities of the College and extends its best efforts for the betterment of the Institution and its learners. The members also come forward with financial assistance whenever needed and participate in the cultural and academic activities of the college. In the recent past, we had students like Dr Aditi Sen De and Dr. Neena Gupta who have won the Shanti Swarup Bhatnagar Prize. Our students achieve several ranks at the University level examinations every year and excel in Sports as well, carrying forward the legacy of their illustrious seniors. The college that was established with a vision of empowering women with education has indeed shaped generations of students equipped not only to engage with the world around them but to effect changes for the better. Students work harmoniously with the College administration and the Teacher's Council for the sustenance and enhancement of the academic and cultural ethos of the College.

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

7.3.2 - Plan of action for the next academic year

Future Plan of Action for next Academic Session 2022-23

- To start courses like Sociology and Food & Nutrition which already have administrative and academic approval.
- The number of books related to CBCS curriculum to be increased.
- The college plans to introduce more certificate courses to help students in skill development andenhance professional expertise.
- More Students' Exchange and Faculty Exchange Programmes to be undertaken.
- To start more Collaborative programmes with other organisations.
- To create more ICT enabled classrooms
- To encourage teachers to generate more e content.

- More programmes promoting gender equity involving students and staff members to be initiated.
- Green audit to be undertaken as per UGC and Government norms.
- Divyangan facilities to be increased - divyangan toilets to be constructed,number of ramps to be increased.
- To start the Hostel from session 2022-23

- The college may conduct more Faculty Development Programmes for its teachers and of other colleges.
- Compulsory Yoga classes for students and staff, at least once in a month, to be introduced.
- Psychological Counselling facility to be strengthened with the involvement of more professionals.
- To initiate NCC in addition to NSS.