



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		BETHUADAHARI COLLEGE
• Name of the Head of the institution		DR. SUHAS ROY
• Designation		TEACHER-IN-CHARGE
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		03474255401
• Mobile No:		9433307384
• Registered e-mail		bethua_college@rediffmail.com
• Alternate e-mail		dilipkumar.karak@yahoo.in
• Address		Vill.- Bethuadahari, P.O.-Bethuadahari, P.S.- Nakashipara
• City/Town		Bethuadahari
• State/UT		West Bengal
• Pin Code		741126
2.Institutional status		
• Type of Institution		Co-education
• Location		Rural
• Financial Status		UGC 2f and 12(B)

• Name of the Affiliating University	University of Kalyani				
• Name of the IQAC Coordinator	MIRZA HASAN ALAM				
• Phone No.	9734526017				
• Alternate phone No.	03474255400				
• Mobile	8640955884				
• IQAC e-mail address	iqac@bethuacollege.in				
• Alternate e-mail address	mirzahasanalam@gmail.com				
3. Website address (Web link of the AQAR (Previous Academic Year))	https://www.bethuacollege.in/aqar				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.bethuacollege.in/Academic%20Calendar.pdf				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.42	2021	20/09/2021	19/09/2026
6. Date of Establishment of IQAC			14/05/2015		
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	
NIL	NIL	NIL	NIL	NIL	
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			2		

<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • 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	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
<ul style="list-style-type: none"> • Prepared Action Plan for the Academic Session 2020-21. 		
<ul style="list-style-type: none"> • Completed DVV process and submitted the same on 28.12.2020. 		
<ul style="list-style-type: none"> • Prepared planning for College decoration and external activities. 		
<ul style="list-style-type: none"> • Organized several webinars on academic and administrative issues. 		
<ul style="list-style-type: none"> • Took several initiatives for conducting online teaching-learning and evaluation process effectively on a regular basis. 		
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
Programming online classes and measures for internal evaluation via online questionnaires to be increased.	Online classes were taken on regular basis on Google Meet platform according to the central and departmental routine Semester wise. Internal Evaluation system was also conducted via Google Form.
Alerting all the stakeholders of the college with important notifications through email and SMS.	This entails better communications with all teaching, non- teaching staff of the college and the students as well.
To urge the teachers to participate in different developmental programs.	Different developmental programs were attended by some of our teachers.
To organize some webinars and workshops on academic and related matters.	Several webinars and workshops on educational and related matters were organized by IQAC and sometimes in collaboration with different departments of the college.
To encourage and advise the NCC and NSS units to undertake community service programs.	Some community service programs were undertaken by NCC and NSS units urged by the encouragement of the IQAC.
To suggest and request Governing Body to increase salary of non-teaching staffs.	Salary of the non-teaching staff was increased to some extent as per the request of the IQAC.
To provide financial aid to the students during the pandemic period.	The students were provided financial aid by reducing some fees at the time of admission.
To request and advise Teachers of the College to guide the students in respect to their future courses of study and choosing career.	Career Counseling Cell was there in the College and the teachers always advise the students in choosing their careers and future course.
To take preparations for ensuing NAAC PEER TEAM visit in the College.	IQAC had taken several massive initiatives related to College decoration and external

	activities for ensuing NAAC PEER TEAM visit.
To adhere to the Academic Calendar for smooth functioning of the College.	Several academic and other activities were performed in the College adhering to the Academic Calendar for overall enhancement.
To maintain Staff Diary prescribed by IQAC- a kind of taking self-appraisal system.	IQAC prescribed and provided Staff Diary to all the staffs teaching and non-teaching and the staffs maintained it properly.
To take necessary measures for making the New Annexe Building usable.	The college took several measures for making the New Annexe Building usable.
To repair and upgrade the electrification line.	Repairing and up-grading the electrification line has been done as per necessity.
To maintain and nurture College Garden and overall greenery of the College it boasts of.	The College properly maintained and nurtured the College garden and its greenery throughout the whole year.
To construct a Notice Board Shade, an Open Air Classroom and to decorate the Open Stage.	As per the advices and suggestions of IQAC the College had taken initiatives for constructing and decorating a Notice Board Shade, an Open Air Classroom and Open Stage.
To organize cultural and sports activities.	It was due to the pandemic situation no such programme was organized inviting physical presence of any stakeholder. Some cultural activities were organized virtually.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Governing Body	28/01/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020	03/03/2020

Extended Profile**1. Programme**

1.1	16
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	2172
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	1278
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	1115
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	9
File Description	Documents
Data Template	View File
3.2 Number of Sanctioned posts during the year	12
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1 Total number of Classrooms and Seminar halls	56
4.2 Total expenditure excluding salary during the year (INR in lakhs)	7279323
4.3 Total number of computers on campus for academic purposes	49
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	
<p>Bethuadahari College is affiliated to the University of Kalyani and it is bound to follow the curriculum set by the said University. The college authority has given direction to all the departments to formulate well-knit plans for competing syllabus and making revision of the syllabus on time. Under the guidance of the IQAC, the Teachers' Council of the college takes some measures in monitoring the delivery and documentation of the well-planned curriculum. With the beginning of the Academic session each department in its departmental meetings divides the whole syllabus into number of</p>	

classes and distributes those among the teachers in the departments. Once the teaching plan is prepared, the implementation part is started forthwith. The Internal Assessments are held on the basis of the completed syllabus. University Examination under CBCS is usually held twice in a year. So, teachers plan to complete the syllabus within ten weeks and revisionary works in four weeks. Hence the teachers of different departments organize special sessions for the students.

The documentations are regularly made regarding the successful implementation of the curriculum during the session. After elongated discussions with the teachers and the students regarding the implementation of the CBCS programme via online mode, towards the end of this Academic Session, due to the COVID - 19 Pandemic situations, initiatives have been taken to deliver a well planned curriculum through online mode.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

Generally the college adheres to the academic calendar for the conduct of Continuous Internal Evaluation throughout the whole year since the introduction of Choice Based Credit System (CBCS). In the current system the College takes two mid-semester examinations for each semester. So each batch has to face four internal assessments in a year. Departmental teachers prepare the question papers based on the university curricula. The dates and programme schedules are fixed by the Examination Sub-Committee. After examination, departmental teachers used to evaluate the answer scripts as per direction of the concerned Head of the Department. The award slips containing the marks obtained by the students through evaluation is kept in the Department. Finally, an average mark is sent to the Controller of Examinations, University of Kalyani as internal assessment. This apart, the teachers takes surprise tests. But it was due to Pandemic situation only one internal assessment was taken of each semester on online mode during this concerned session.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.bethuacollege.in/Academic%20Calendar.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

C. Any 2 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

16

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

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

0

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

00

File Description	Documents
Any additional information	No File Uploaded
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**

Bethuadahari College integrates crosscutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum and instills and executes the same to the Students in the classroom. These issues build up and mould the healthy character of the learners. But it was due to Pandemic situation offline guidance to the students was not possible. In spite of this hindrance webinar on gender, human values, ethics and health and hygiene were arranged. Online classes were taken and the students were guided and counseled for maintaining and following these issues like professional ethics, gender, human values, environment and sustainability. These issues instill positivistic thoughts and moral obligations in the students

for building a healthy community and society.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

3

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

0

File Description	Documents
Any additional information	No File Uploaded
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	D. Any 1 of the above
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File Description	Documents
URL for stakeholder feedback report	No File Uploaded
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)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	https://forms.gle/rni7cnCF9RSp8p7G9

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

2716

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

982

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

After the completion of admission, department wise induction programmes are organized in order to make the students aware about the course planning, teaching- learning methods, academic calendar and all of that. All these are done through interactive procedures among the teachers and students. As a result of this a very congenial relationship grows among the teachers and the learners.

After the commencement of the classes department wise surprise test is taken time to time to check the students' knowledge and learning capabilities. They are also asked to write brief notes on any given topic. Apart from that, internal assessments are taken following the academic calendar. Thus through a continuous process of classroom interactions, internal assessments, surprise tests and students' sincerity and eagerness for study teachers identify the advanced learners and the slow learners. Then special teaching- learning programmes are arranged for the learners (like tutorial classes, Remedial classes) for betterment of their learning.

This apart, the students are divided into several groups in the departments to be guided and supervised by one mentor cum teacher provided for each group. Thus the mentors and the mentees can come close to each other and discuss on academic issues, personal or familial problems to find out the solutions. Students are encouraged to use their respective departmental libraries to get help for Reference books. Thus the College assesses the learning levels of the students thereby organizing the said programmes for advanced learners and slow learners.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
4654	32

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

In Bethuadahari College teaching- learning process is essentially students centric. The span of each class is one hour. The teachers are given full freedom to manage classes and execute the teaching - learning process effectively. The students are always inspired and urged to interact with their respective teachers to beget a fruitful and interesting learning atmosphere. The teachers follow the methods such as experiential learning, participative learning and problem solving methodologies while teaching for enhancing learning experiences.

The teachers use the experiential learning methodology in the sense that the teacher always try to give the real life and day to day examples to the students while imparting any lesson. They explain the topic with practical experiences and examples in an interesting way which is the cause for drawing attentions of the students and make them interested in the subject they are studying.

Usually the teachers follow the participative learning method that is executed through the participation of all students and their respective teachers. Before entering into the main topic of discussion the teacher throws some relevant questions regarding the topic inviting their individual opinion about it. Thus the attentions of students are drawn to increase their interest on the topic. The teacher then explains the topic and asks several brief and comprehensive questions to make the teaching - learning process

fruitful.

Problem solving methodology is also used at the time of teaching. After teaching the topic properly the teacher puts some critical questions or short question before the students and asks to answer these. Simultaneously, the teacher also asks the students to make questions on the topic and answer these. Thus the problem solving methodology helps to understand the topic deeply and to solve the problems smoothly.

During the session 2020-2021, it was due to Pandemic situation online classes were taken through Google meet and several Whatsapp groups were created department wise. Even in online classes students were given full freedom. They could participate with the teachers- express their thoughts, opinions regarding the matter of discussion. Thus the classes used to be the classes cum interactive sessions among the teachers and the students. Some other teaching methods were also taken during the period as to YouTube video and audio classes, sending study materials in the whatsapp groups for the students. Some webinar on various subjects were also arranged during that time.

In these ways, teaching-learning process is executed in our college through these student-centric methods like experiential learning, participative learning and problem solving learning methodologies.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

Time is passing on. Everything is in flux continuously. Teaching-learning methodologies are not exceptional. We are to bring innovations in the methodologies of teaching-learning for better execution. The teachers of Bethuadahari College are constantly upgrading themselves with modern technology and equipments required for effective teaching-learning process as per the necessity of the day. There are two well equipped and ICT enabled SMART classrooms in the College. There are also some rooms in the College equipped with LCD projectors. The teachers take the students there and teach them through PowerPoint presentation. The teachers prepare some slides on

their intended topic of discussion and teach the students through projectors. Sometimes the teachers take the students in the SMART classrooms and project some movies or documentary clips related to the syllabus.

This apart, the whole College campus is wi-fi enabled. The students can access the internet anytime from anywhere in the College. There are two computers in the Library for students' use with internet facility. The students can use those computers for searching study materials and all of that. There is the public addressing system in the College to announce any important academic or other message or information for the students and the staffs. The students find these processes to be very attractive and interesting. Teachers also enjoy teaching the students effectively using these ICT enabled tools.

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

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

32

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
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

9

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

5

File Description	Documents
Any additional information	No File Uploaded
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

189

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The mechanism of Internal Assessment System in this College is very much transparent and robust. On the basis of discussion with the

members and following the Academic Calendar, the Convener of the Examination Sub-Committee fixes the dates and programmes of the Examination. He issues a notice and the concerned teachers are asked to submit the question papers within a stipulated date. The paper-setters submit the question papers in sealed packets mentioning the name of the subject and paper. After collection of all packets those are sent to the Printers selected by the Purchase Sub-Committee. The packets of printed question papers are kept in the custody of the TIC. The packets are opened on the date of examination fifteen minutes before the commencement of the examination. After the examination, answer scripts are collected by the office and the answer scripts are distributed amongst the teachers as per direction of the Head of Departments for evaluation. After a definite time span, the evaluated answer scripts are returned back to the College. The award slips are kept by the Departments. The marks obtained by the students are intimated in the classes.

The students are allowed to see their answer scripts if he /she seeks to see. The examiner guides him/ her to write in a better way.

Internal examinations are taken four times in a year. These are written and formal examinations. This apart, the college takes surprise tests, tutorials and projects. The last three types of examinations are taken as per direction of the concerned teachers.

But it was due to Pandemic situation only one internal assessment has been taken of each semester on online mode during this concerned session. The schedules of the internal examination are announced timely and notice is displayed in college website. Departmental teachers prepare the question papers based on the university curriculum. The questions are given in the Google Form. The students answer those questions and submit the same within the stipulated time. The question papers are auto evaluated there.

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

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

The following measures are taken to deal with internal examination related grievances in the College:

1. The students are allowed to see their answer scripts if they seek to see. The examiner guides them to write in a better way.
2. The teachers discuss with the students the examination methods and the way how to write the answers to the point.
3. The teachers show the weak points of the students in writing the answer of any particular answer and explain the correct way of writing the same..
4. The grievance related to internal examination, if arise any, the teachers meet with proper care and importance to solve the problem. Other types of grievances are sent to the Examination sub-Committee for settlement.
5. Departmental issues and grievances of the students are settled by the respective Departmental teachers and Heads.
6. This apart, there is a Grievance Redressal Cell in the College. The Cell is headed by a Convener along with certain other members. The students may also approach to the Grievance Redressal Cell for any kind of grievances including examination related ones. The students can also put their grievances through email or phone. The grievances are met here with proper care and importance jointly by the members of the cell and Head of the institution.

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

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.

The teachers and students are aware of the stated programme and course outcomes of the programmes offered by the College. Bethuadahari College takes the opportunity to make the higher education an effective tool for instilling value education, moral philosophy, nationalism, democratic values, tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities in the teachers and students. After completing the 3 year B.A/ B.Com (Honours & programme) courses, the student should be able to achieve the following outcomes:

Bengali

PSO:

1. To develop a strong base in linguistics, history of Bengali literature and aesthetics.
2. To enable the students to transmit and apply acquired concepts and theories.

CO:

1. To develop Ideas on Bengali literature and linguistics.
2. To enhance conception of Bengali fiction, short stories, novel and essays.
3. To develop analytical skill and communication skill.

COMMERCE

PSO:

1. To develop foundation in business transactions, economic principles, business strategies and book keeping.
2. To enable students to transmit and apply acquired concepts and theories in accountancy, cost, auditing and business management.

CO:

1. To develop ideas of managing corporate farm.
2. To learn and grow expertise on Audit, Cost and Maintenance of books of Accounts.

ENGLISH

PSO:

1. Students are taught English communication which is required for jobs.
2. To attend profound knowledge of Indian classical literature, European classical literature.

CO:

1. To learn appreciation of English literature and History.
2. To attain knowledge of history and English language, Phonology.

GEOGRAPHY

PSO:

1. To attain the knowledge of Geo- tectonic, Geo-morphology, Bio-Geography, soil- geography instrumentation techniques and their applications.
2. To make out the theories and application of Hydrology and Oceanography.

CO:

1. To make the analysis of geophysical problems.
2. To meet comprehension of Geographical knowledge of India and the world.

HISTORY

PSO:

1. To understand the meaning of 'history'- a meaning that covers the people of the land as much as the rulers.
2. To make students interested in conducting research and writing academic papers in future.

CO:

1. To understand the social, economic and cultural patterns of Ancient India.
2. To attain knowledge about human rights- origin historic development.

PHILOSOPHY

PSO:

1. To know about very essence of Philosophy.
2. To learn the knowledge regarding value and utility of Philosophy in various fields.

CO:

1. To discuss the meaning, Nature and scope of Philosophy.
2. To discuss the interdisciplinarity of Philosophy with other subjects.

PHYSICAL EDUCATION

PSO:

1. To develop motor skills, acquire necessary knowledge and cultivate positive values and attitudes for the development of active and healthy lifestyle.
2. To acquire good health, physical fitness through regular physical exercise.

CO:

1. To educate students through physical activities.
2. To make the students able to acquire competence and confidence to face different challenges.

POLITICAL SCIENCE

PSO:

1. To attain knowledge about Indian Governance, Polity and Constitution.
2. To make learners aware about the International Relations

CO:

1. To analyze political problems, arguments and theories.
2. To apply methods appropriate for accumulating and interpreting data

applicable to discipline of Political Science.

SANSKRIT

PSO:

1. To attain advanced knowledge of ancient Indian philosophy, Literature and history
2. To make students to understand grammar of language.

CO:

1. To increase conception of Sanskrit fiction and non-fiction.
2. To practise textual analysis of Sanskrit and Vedic Sanskrit Texts.

SOCIOLOGY

PSO:

1. To develop a critical understanding of social processes and structures.
2. To reflect on the complexity of human organization, social life, inequalities and social justice.

CO:

1. To understand Sociological Research Methodology towards conceptualizing social issues.
2. To develop conceptual knowledge about the Sociological thought, process, structure and theory.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution. In this regard, the institution has skillfully adopted several effective methods for measuring program outcomes and course outcomes.

Continuous Evaluation:

The students of all departments are to undergo several class tests and pre-final tests and the mode of those evaluations are different in different examinations. The class tests are designed and taken to enhance the aptitude of reading the courses of the prescribed syllabus.

The pre-final examination tests are taken to enhance the argumentative knack of the learners.

Tutorials and Assignments:

The College arranges several tutorials for the betterment of the learners along with assignments. The whole process is implemented in concurrence with the specialization of the concerned teacher. The Assignments are given to the students as home tasks in which they can expand their knowledge freely. It helps the students to garner ideas from different sources and finally reach into one coherent thought.

Interviews, Seminars & Extra-curricular activities:

The College arranges different seminars and extra-curricular activities as methods of measuring attainments of PSOs and COs to enhance the skill of paper presentation and determination. Interviews are taken as methods of measuring PSOs and COs to enhance their capability in defending subjective issues and personality.

Project Work:

The students are to undergo through several Project Works which helps them to attain the basic idea of research in academics. Practical works in different areas permit examiners to evaluate the critical thinking abilities and presence of minds of the learners.

Students/ Alumni Feedback:

Students are the most important resource of the College and it is

very necessary to achieve the desired outcome. The College is in process of taking feedbacks from past and present students frequently and other stakeholders associated with the College to assess the quality of resources so that the desired outcome is attained positively.

Level of Attainment:

The College, after all such efforts, goes forward towards a good academic productivity by the learners of the College. The Teachers' Council actively participates for analysis of the courses. The suggestions made by the Teachers' Council help the College to attain PSOs and COs. The students are doing well in different fields. In case of poor results of the students, these are discussed and different effective measures are adopted for unsuccessful students. A lion's share of the qualified students takes admission in the Master's Degree or in the B. Ed course from the concerned affiliating or other universities. After passing their final examinations, many learners get engaged in different public and private sectors.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

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

986

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	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey	
2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)	
https://docs.google.com/forms/d/e/1FAIpQLSeEYV6HjHgB6fkDK1hJXKDL6sdsHYJuwqhkFtcdSPTAYyt5Lw/viewform	
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)	
0	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
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	
0	
File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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	
12	
File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
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	
0	
File Description	Documents
Any additional information	No File Uploaded
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	
3	
File Description	Documents
Any additional information	No File Uploaded
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

Usually NSS and NCC units of the College undertake several social extension programs. The students participating in these programs are involved in different social activities like spreading literacy, banning child marriage, banning child labour, awareness of superstitions etc. They take part in the extension activities realizing the value of cooperation, togetherness, responsibility and helpfulness. These activities build and develop leadership, benevolence and communicative competency in the learners.

It was due to pandemic situation it was not possible to conduct any such activity. But the students and staffs of the College disseminate their helping hands to the communities in different ways as to spreading COVID awareness, financial help, mental support and all of that during the pandemic period.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

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

3

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
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

145

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

3.4 - 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

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
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.

1. Classroom & Teaching-Learning Facilities: The College has now 56 classrooms for the students. This is now sufficient for taking classes and related activities. There is a band of 32 qualified teachers in the College. Some Full-Time-Teachers are Associate professors with robust experience. So, in the learning atmosphere, there is a mixture of experience of associate professors and energy of young teachers.

2. Library Facilities: The College has a library with reading room facilities. In the library there are more than 12500 books and 32 journals. Digital cataloguing is available in the library. Both teachers and students can borrow books from the library. They can also take books and study in the reading room. Further, the Honours students can also avail the Departmental Library Facilities. The teachers and students can also be benefited from internet facilities through e-ShodhSindhu and through N-List which have been subscribed by the college.

3. Laboratory Facilities: The College has two computer laboratories- one for the Department of Geography and another for the Department of Commerce. Further the Department of Geography has two other

laboratories- one instrument plus physical laboratory and other light test plus chemical laboratory. The physical education Department has a laboratory with weight machine, stethoscope, height measuring tapes, sphygmomanometers, BMI chart etc.

4. Computer and Internet Facilities: The Computer Literacy centre has 40 running computers, 12 computers for Geography Laboratory, 3 for Commerce Laboratory. Further, there are 2 computers in the reading room for the use of students. There is a Xerox Machine and computer in the college Canteen, run by a private vendors in paid system. There are 6 classrooms where Projectors have been installed and Power-Point Presentation can be made in those classrooms. In the college there is also a smart class room having E-Learning facilities. The college has a Wi-Fi enabled campus.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://bethuacollege.in/events.php

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

1. Sports Facilities: The collage has two playgrounds. Students practise in these grounds. The College arranges Annual Sportsevery year. The students of Physical Education Department practice regularly on these grounds. Local Club also utilizes this facility. The Block Development Officer sometimes uses the playground for organizing Kanyashree Sports, Zonal Football League, Local Football and Cricket tournaments. But there was no such programme undertaken due to Covid19 during the session 2020-21.

2. Indoor Games Facilities: There are three Indoor games facilities in the college. These are Carom, Chess and Ludo. In the college there are at least 5 Carom boards- 3 in the Boys' Common Room and 1 in the Girls' Common Room and another in the Non-Teaching Amenity Room. There are 3 Ludo Boards in the Girls' Common Room and one in Staff Room. There are 2 Chess Boards- 1 in Teachers' Room and 1 in the Non-Teaching Amenity Room. But it was due to the pandemic situation such facilities have not been entertained during the concerned session.

3. Outdoor Games Facilities: Badminton, Cricket, Football, Kabadi and Kho-Kho are the outdoor games that are played in the

playgrounds. Apart from this, Shot Put, Javelines, Distance throwing are practised. Further High Jump and Long Jump are also practised by our students.

4. **Gymnasium Facilities:** The College has a six-station gymnasium. Beside this, tread mills and equipment for lifting weights are available in gymnasium.

5. **Yoga and Meditation Centre:** The College has Yoga and meditation Centre, run by vast experienced Mr. Jitendra Nath Sarkar, a National Award Winner. Both male and female students are benefitted by this centre completely free of cost.

6. **Cultural Activities:** The College organizes a number of cultural activities every year. The birth dates of several great personalities and important days are celebrated by the Cultural Sub-Committee of the college. Pandels and stages are constructed by the decorators for several programmes. The birth anniversary of Rabindranath Tagore was celebrated virtually in this session.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://bethuacollege.in/events.php

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

5

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
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)**

611359

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

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

A Library is the heart of the institution. The Library of this college has come into effect since the inception of the college that is since 1986. In the College Library there are more than 12,500 books, 32 journals, a number of E-books, subscription to N-List which permits the college to access to more than 6,000 journals and maximum number of books. The library has reading room facilities both for teachers and students. Keeping in mind, the core value of the library, the college library has been changed and transformed, from manual to an automated one. For recording the books and journals in the library, KOHA software has been installed in 2018, the version of which is 3.14.01.000. Any student can know the whereabouts of the books by just one click through this KOHA software.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

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

B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
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)

5900

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

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

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

5

File Description	Documents
Any additional information	No File Uploaded
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 college has sufficient IT facilities which are updated frequently. The college has three commuter laboratories with enough computers and software. There are also a number of desktop computers and laptop along with different software used by different department and office staff. These computers are used regularly by

Faculty members and students for ICT presentations and other purposes.

Internet facilities are being provided to the students and teachers through its Wi-Fi system. Students and teachers can use the Wi-Fi anytime from anywhere of the college premises. Besides, the college has internet connections at the staff room and office with more than 50/ mbps speed connected from Devi cable network Bethuadahari, Nadia.

Along with these, printing and scanning facilities are also available in the college with uninterrupted power backup. The college library has been transformed from manual to automated one and KOHA Software version 3. 14.01.000 has been installed. In the library there are well equipped computers with internet connections. These are used by the teachers and the students to search books available in the library by just one click. Further, there are also two computers separately with Internet facilities to be used by students to get study materials and online job related information.

Further, it can be mentioned that the whole college has been wrapped under CCTV surveillance which is always active. There are 64 CCTV cameras operating from different points.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

49

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

7279323

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Systems and Procedures for maintaining laboratory: There are five laboratories. The Departments of geography has three libraries. The Department of Commerce and Department of Physical Education have one laboratory each. In all cases, students are accompanied with their class teachers. So, no logbook is maintained. Each laboratory is cleaned once in a week.

System and Procedures for Maintaining Library: The college library is semi automated. Students can search books available in the library and then can borrow books from library .The students both of honours and program can borrow two books at a time for 15 days. The same books can be renewed twice. The teachers and non teaching staff can borrow maximum 5 books at a time.

Systems and Procedures for Maintaining Sports Complex/Gymnasiums: Any student can use the sports complex /gymnasium of the college

.The students who use the gymnasium have to keep his or her identity card to the person in charge. At the time of going out he or she has to collect the identity card.

Systems and Procedures for Maintaining Computers: The computers used by the students, teachers and official staff are maintained and serviced by a local Computer Sales and Service Centre. Whenever problems occur the said concern is contacted and repairing or replacing or refilling services are done. He is paid as per market prevailing rate.

Systems and Procedures for Maintaining Classrooms: Classrooms are well maintained. These are cleaned regularly. The members of the college Building Committee visit the classrooms regularly. If any instrument or apparatus does not work properly i.e., LED Tubes, Fans, Table, Chairs, Microphones Boards, Computers or projectors, it is repaired or replaced immediately.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

1629

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
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

0

File Description	Documents
Upload any additional information	No File Uploaded
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**

File Description	Documents
Link to institutional website	https://bethuacollege.in/upload_images/download_file/1597567222Physical%20Education%20Webinar%20Brochure.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted 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

D. Any 1 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	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

1

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

21

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
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

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

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.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
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)

There is no elected student council in the college right now as the election of the student council has not been held for last few years. But the students take part very actively in different programmes of the college. They participate in cultural activities, games and sports, saraswati puja, academic activities, social & extension activities as guided by the student activity committee of the college headed by a senior teacher and others.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

0

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

Presently the college has no registered alumni association. It is expected that registration of the alumni association will be done in near future.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

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

As clearly mentioned in the vision and mission of the college, the authority of college, the Governing body, gives top priority in teaching-learning evaluation by maintaining a calm and quiet academic ambience in the college. Vision- 1: To achieve excellence in higher education. Mission-1: To provide quality education by means of sheer hard work, dedication and devotion.

As we cannot avoid the demand for higher education of the backward section of the society, the college authority tries to make a social change by providing higher education to the poor, downtrodden, socially disadvantaged section of the society. In our college most of the students are coming from the families of first generation learners and they undergo program courses. Therefore, the College provides Free-studentship, financial assistance from Students' Aid Fund and contribute pivotal role in getting different government and non-government scholarships to our students so that they can continue their studies. All these are done by following our Mission and Vision. Vision-2: To transfer higher education into an effective instrument of socio-economic uplift. Vision-4: to give fair access to the college coming from poor socially disadvantaged section of the society. Mission-4: to promote participation of all the stakeholders in the development of the college. Mission-5: To promote and practice inclusive growth.

According to the vision of the college, the college authority is always in favor of instilling a sense of 'we-ness' to adopt an effective strategy to establish communal harmony as the college is situated in a place where Muslim minority population is also strong in number. Vision-3: To develop and instill 'we-ness'. It is also to be noted that the newly built up annex building has been christened as "Rabindra-Nazrul Bhawan" which bears the testimony of nurturing communal harmony. Mission-2: To create an ambience of culture and consciously promote communal harmony and cultural integration. Mission-3: To promote participation of all the stakeholders in the development of the college.

To produce socially responsible citizens of the country the college authority tries to instill human values and moral values in the mind of the students. Mission-3: To foster a sense of socially responsible citizens through moral and human values. Mission-4: To empower the students through imparting education and inclusive growth for socio-economic change.

File Description	Documents
Paste link for additional information	https://bethuacollege.in/mission.php
Upload any additional information	No File Uploaded

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

Decentralization is the process that ensures the activities of an organization, particularly those regarding planning and decision making are distributed or delegated away from a central, authoritative location or group. It results in the participative management regarding any issue by all the staffs. Therefore, our college practices this process of decentralization and participative management by circulating the various office services and other duties among all the staffs thereby including all the employees of the college. This process of decentralization and participative management establishes the democratic essence of the institution including all.

Beside practicing decentralization and participative management, the college has constituted several committees. The Governing Body is the supreme body to take decisions and policies. The Governing Body is constituted with the elected or nominated persons from various backgrounds. The finance sub-committee comprising a few members of the Governing Body looks after the financial issues of the college. The Purchase Sub-Committee, the Building Sub-Committee, the Examination sub-Committee, Library Sub-Committee, Anti-Ragging Cell etcetera are also constituted in this college. Monistic or authoritative practices are strictly prohibited in this college. So services and duties are distributed and circulated among all. Thus the college practices decentralization and participative management to run the institution smoothly and healthily.

File Description	Documents
Paste link for additional information	https://bethuacollege.in/committees.php
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic planning is an organization's process of defining its strategy, or direction, and making decisions on allocating its resources to pursue this strategy. It may also extend to control mechanisms for guiding the implementation of the strategy. The college has a concrete and transparent mechanism to implement its strategies and perspectives in due time. The strategies and perspectives are sent to the principal through IQAC. The proposals are suggested by the members and coordinator of the IQAC. After that these are discussed and resolved in different meetings. As per the requirements these are sent to the concerned sub-committees. The sub-committees resolve the issues and send to the principal. If it requires any step, principal notifies it with due approval from the Governing Body.

There are several strategic plans adopted for the development of the college. These includes enhancement of college building, installation of automated sanitary napkin vending machine etc. A college campus is traditionally the land on which a college is situated. Usually a college campus includes classrooms, libraries, lecture halls, seminar halls, office rooms, student centers, canteen and part -like settings. Since its inception, the built up area of the college was insufficient. Thereafter the governing Body along with the Building Sub-Committee had discussed and adopted several steps to enhance the college building. At present the main building of the college has been enhanced and made three storied. There are sufficient classrooms, seminar halls, boys' and girls' common rooms separately, library, canteen etc. in the College. The local development authorities also contributed much for enhancement of the college building. Besides, a four storied annex building with all the basic amenities was built up sponsored by the Department of Minority Affairs, Govt of West Bengal.

Apart from these, there is a sanitary napkin vending machine in our college in order to aware and ensures menstrual health and hygiene of women and adolescent girls by ensuring availability of quality

sanitary napkins. It has been noticed that in view of social taboo associated with sanitary napkins, the most of the girls and women feel embarrassed and waver to go to the sexist and crowded traditional shops for sanitary napkins. Again, the disposal of the used sanitary napkins becomes a headache to them. Keeping these factors in mind the college installed the sanitary napkin vending machine to ease the girls and women. This process has successfully being followed in this year also.

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

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

The College is a government aided college, affiliated to the University of Kalyani. The Governing Body, is constituted as specified in the Statute of the university. It is the main policy making body for running the College. The President of the Governing Body enjoys the highest authority. The Secretary or the Principal or the Teacher-in-Charge is the administrative head, Head of the Office, executive officer as well as the Drawing and Disbursing Officer of the College. Under his control all the teaching and non-teaching staffs work. The Teaching Staffs can be divided into two groups - Full Time Teachers and State Aided College Teacher (SACT). Full time teachers can be divided into four categories. These are Assistant Professor - Category -I, Assistant Professor - Category -II, Assistant Professor - Category -III and Associate Professor. Non-Teaching Staffs are divided into three categories - these are, namely, Clerical or Group-C Staff, Office bearers or Peons or Group -D Staff and Casual Staff.

The full time teachers are appointed by the Governing Body on recommendation of the West Bengal College Service Commission (WBCSC). These teachers must have the minimum qualification as prescribed by the UGC. Promotion of this type of teachers is guided by the corresponding Government Orders issued in concurrence with the Career Advancement Scheme (CAS) mentioned in the latest guidelines of the University Grants Commission (UGC). The service of these full time teachers is protected by the Service Security Act,

1977. As per the Government order the State Aided College Teachers were appointed by the Governing Body of the College by constituting Selection Committees by the College. Afterwards they were recognized by the Government. They are paid a bulk amount and their pays do not belong to any pay band. These types of teachers' services are protected by Government Orders promulgated from time to time. The service conditions pay and allowances and promotional benefits of the non-teaching full time staffs are guided by the rules and regulations applicable to the West Bengal State Government Employees. The service conditions pay and allowances of the casual non-teaching staffs are regulated by the Governing Body of the College.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://bethuacollege.in/g_details.php
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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
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 institution has effective welfare measures for teaching and non-teaching staff. The College within its limited resources tries to stand beside its employees in need. The following measures taken by

the College reflect the good intention of the College:

1. All full time staffs are enrolled in the General Provident Fund Scheme of the Government.
2. All full time staffs of the College are eligible for receiving Family Pensions after retirement.
3. A few non-teaching staffs are included in the Group Insurance Scheme of the LIC.
4. All full time teachers are eligible for receiving one-time superannuation benefit as Gratuities.
5. As per the Govt. order the college completed the pay fixation process for the State Aider College Teachers (SACT).
6. The College has already performed its referral function to all teaching and non-teaching staffs eligible for Swasthya -Sathee Health Scheme of Government of West Bengal.
7. All full time staffs of the College have option of being included in the Health Scheme of the Government.
8. The Non-teaching staffs are allowed to draw festival advances before their major festivals. The amount taken as advance is to be refunded to the College Fund in ten equal installments. No interest is charged for this advance.
9. The casual non-teaching staffs have been paid Rs. 3500/- (Rupees three thousand five hundred only) as Bonus. It is given from the College Fund and non-refundable.
10. The casual non-teaching staffs are paid Festival advance. College paid maximum amount of Rs. 5000/- to each applicant for the year 2020-2021.
11. The newly appointed teachers whose Pay-Fixation Memos have not yet issued from the Directorate of Higher Education is paid part of their salary as interest-free advance till their salaries are not regularized.
12. One of the full time teacher got financial assistance due to his mother's physical illness. Of course he refunded the whole amount in one time.

13.The College always encourages the teaching and non-teaching staffs to participate in skill development programmes, Staff Development Prorammes, Refresher Courses, Orientation Programmes, Short term Courses and other training programmes for self development.

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

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

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

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

0

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

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

Institution has Performance Appraisal System for Teaching and Non-Teaching Staff. Performance Appraisal System is a system that brings afore the works a staff is assigned, how much has he/she performed. The part of work remained undone is also noticed. It also gives scope of formulating strategies to improve one's capability as well as collective capability of the institution.

At one point of time there was no Self Appraisal System in the College. There were no parameters to judge the performance of a teacher or a non-teaching Staff. After that, Performance Based Appraisal System was introduced for the teachers. At present, Performance Based Appraisal System has been revised using Academic Performance Indicators (APIs).

The College maintains an Attendance Register wherein the teachers used to put their signatures, note their arrival time, departure time, number of classes allotted, number of classes taken etc. It has provision of mentioning the nature of leaves enjoyed in a month and cumulative totals of different kinds of leaves enjoyed. The provision of noting on the ground 'on duty' has been granted etc. The Register also gives the information regarding admission, examination duty performed by the teacher. The Internal Quality Assurance Cell of the College has also given a Staff Diary to each teaching staff and a separate type of Staff Diary to each non-teaching staff for systematic recording of duties performed by each and every employee of the College. This has entailed a better recording of duties performed by the teaching and non-teaching staffs of the College.

File Description	Documents
Paste link for additional information	Nil
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 external audit on regular basis. The external audit for the year 2019-2020 has been done but for the year 2020-2021 hasnot been doneyet as it is decided by the Higher Education Department of the Government of West Bengal.

Internal Audit for the session 2020-21 has not also been done yet.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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)

0

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

The college has a concrete mechanism to utilize its resources and staffs. The college utilizes its fund for the benefit of its stakeholders. Funds are collected from different purposes and have defined classifications like Cultural fund, Sports fund, Library fund etc. which are distributed for those specific purposes with the permission of Finance Sub-Committee and Governing Body of the college. Furthermore, for the purpose of Academic and Physical maintenance of the Infrastructure additional funds are allotted by the Finance Sub-Committee and Governing Body. These funds are properly utilized through Tender and Purchase Sub-Committee, Building Sub-Committee.

The College is a government aided Higher Educational Institution of West Bengal. The Government of West Bengal provides salary component of the Full-time and Government Approved Part-Time Staffs .The College collects tuition Fees and other session Charges from the students. It is the main source of financial resource of the College. However, the College has to remit Fifty percent of the collected Tuition Fees to the Government. The College has to manage

all its requirements out of this residual amount. The College encourages the teachers to pursue to the UGC and ICSSR for receiving grants for running Research Projects and organizing Seminars and Conferences.

The College seeks financial assistance from various departments of the Government of West Bengal. It seeks financial assistance from the local MP and the local MLA out of their local area development funds. The College prepares a budget in the beforehand on the basis of previous year's experience and then starts incurring expenditures on several heads.

In case of making lump sum expenditure, approval is sought either from the Governing Body or its Finance Sub-Committee. All purchases except petty ones are done through the Purchase Sub-Committee ensuring the rate as reasonable. This is how, the College tries to utilize optimally its resources.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Notable contributions by IQAC are as follows:

1. Regular meetings are conducted by IQAC to look into various academic matters.
2. IQAC completed the Academic audit for the academic session 2020-2021
3. IQAC organized a good number of webinars on many burning issues and academic and administrative responsibilities of the teachers.
4. IQAC suggested preparing teaching plan for curriculum implementation within due time.
5. IQAC suggested to conduct online teaching-learning process.
6. IQAC suggested introducing continuous internal evaluation via online mode for the evaluation of students.
7. IQAC has chalked out an action plan in the beginning of the Academic year towards quality enhancement and the outcome achieved by the end of the academic year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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 college reviews its teaching learning process, structures and methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms. IQAC has contributed a lot in this process. College reviews its teaching learning process structures and methodologies of operations and learning using various methods.

The college arranges for several test examinations before the University conducted final examinations. Thereafter appropriate measures are taken for evaluating the answer scripts. Arrangements are made to clarify their problematic areas. In this year also the internal examinations were taken via online mode.

Another such method is that the college analyses the yearly/semester-wise final University results at periodic intervals.

Apart from these, the college undergoes through the feedback system mechanism at periodic intervals. In this year the college took the feedback from the students of the college via online mode. After this, the college analyzed those feedbacks and took several measures to make teaching-learning process more effective and interesting.

File Description	Documents
Paste link for additional information	Nil
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

B. Any 3 of the above

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

File Description	Documents
Paste web link of Annual reports of Institution	https://bethuacollege.in/ISO-9001_2015_Certificate.pdf
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

One of the best practices followed in this college is to promote gender equity and gender sensitization thereby causing women empowerment. The college has undertaken several benevolent and encouraging initiatives for the promotion of gender equity and these are as follows:

1. First of all, the teachers have changed their methodologies of teaching by making and including the girl students in academic issues more and more. The college has built up separate common room for the girls to give them space and freedom. In the girls' common room there are the provisions of Carrom Board, Ludo boards etc for their entertainment.
2. The college has installed a sanitary Napkin Vending Machine In the girls 'common room to make the napkins available thereby maintaining their menstrual health hygienic.
3. In the girls' common room, there is a Lactating Mothers' Corner for breast-feeding their babies.
4. The college has earmarked a separate cash counter for the girl students. The college Library has earmarked a separate counter for girls. In addition to these, the reading room accommodates a

separate table for girls.

5. The college has a committee to look into Anti-sexual harassment cases. The college has a cell to counsel the girls for continuation of study, for preventing early marriages and for meeting up disturbances and disputes in in-law's house. The college level Kanyashree Club is also helpful for solving problems of the girls. All the girls of the college are included in the Kanyashree Club.

6. The college celebrates World Women's Day on 8th March each and every year by organizing seminar on gender equity or against gender discrimination or women empowerment. To be honest, it was due to the pandemic situation no such program was organized by the College during the session 2020-21. But the NCC wing of the College has been promoting gender equity throughout the whole year through several activities.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://bethuacollege.in/upload_images/download_file/1597653681BDC%20English%20Webinar.pdf

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	No File Uploaded

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

Solid Waste Management:

Solid wastes are scavenged regularly by a team of sweepers. They used to sweep the garbage with brooms, basket, hoe etc. under the leadership of Sri Bibhas Baidya. A number of sweepers are appointed locally against wage payments in every week to keep the Campus clean. The College has signed in an agreement with a Sweeping Organization for regular cleaning of toilets of the College. The dried leaves, unwanted saplings and grasses are kept in a Compost pit to make it Compost fertilizer. This fertilizer is used in the flower garden.

The solid wastes are collected through the dustbins placed at different points of the premises of the College. The non-bio-degradable items are sent to the Village Vat after couple of months. The biodegradable items are collected in the compost pit of the College.

Bethuadahari College campus is announced as a 'plastic free zone' thereby banning on the usage of plastics and this practice has considerably reduced the usage of the same.

Liquid Waste Management:

As the College is situated in rural area, it does not have any opportunity to send the liquid wastes out of the College by drainage system. So, liquid waste is sent to soak pits prepared for the purpose. We have channelized the additional water (waste) of the water booths to a pit from where the flower garden is watered. The rain water of the ground surface is also deposited into the pit and used for watering the garden. The rain water of the roof is also harvested in the pit. We have set up two rain harvesting units to harvest the rain water in such way that we shall be able to recharge the same to the ground water level.

E-Waste Management:

The College has specified a Room for dumping e-wastes. The defunct computers, printers, UPSs, monitors, scanners, mice, desk jet printers, blank cartridges, CDs etc. are kept there. All the items kept there are recorded in a Register Book.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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	No File Uploaded

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

D. Any 1 of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
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

C. Any 2 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	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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).

It was due to the pandemic situation caused by COVID 19 the college was closed with effect from 16th March and reopened on 1st November,

2021. No such program aiming to provide an inclusive environment that is tolerance and harmony towards cultural, regional, linguistic, communal, socio economic and other diversities was organized on offline mode during the period. Some online programs were undertaken and organized by different wings of the College to instill inclusiveness in terms of tolerance and harmony towards cultural, regional, linguistic, communal, socio economic and other diversities. The students actively participated in these programs. Some of these programs are as follows:

1. Program entitled 'Naborupe Rabi Pronam'- planned and organized by the students and teachers of the college.
2. Program on gender sensitivity on topic "Are You Happy in Patriarchy"--Conducted by English Department.
3. Program on " Art of Balanced Living under the Light of Sanskrit Scripture"--Sanskrit Department.
4. Program on "Impact of Covid-19 on Labour Migration"---Conducted by Political Science Department.
5. Basanta Utsav- organized by Cultural sub-Committee.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	View File

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

Sensitization of students and employees of the Institution is a basic requirement to make out the sensitive needs of the stakeholders spoken of sticking to the constitutional obligation: values, rights, duties and responsibilities of citizens. It helps us to examine our personal attitudes and beliefs and question the 'realities' that we thought we know. Instilling positive thoughts on this issue will enable and enhance the future population thereby paving the way for responsible citizenship.

The students are taught and nurtured to be embellished with knowledge, values, rights, duties and responsibilities which are required for sustaining balance between an accessible, affordable, effective learning backdrop and a livelihood required for the purpose. The learners are provided with the lessons of constitutional obligation as to rights, values, duties and above all

responsibilities of citizens through several classes and programs organized for the purpose. The college undertook several activities in the past years on to the issues like plastic free environment, value of cleanliness and greenery, sustainable development, gender issues towards women empowerment, human trafficking and so on to instill and promote constitutional obligation in terms of values, rights, duties and responsibilities of citizens. But to be free and frank it was due to the pandemic situation and nationwide lockdown the College could not organize much in this regard during the year we are preparing the AQAR for.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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	No File Uploaded
Any other relevant information	No File Uploaded

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

Bethuadahari College organizes national festivals and birth/death

anniversary of some great Indian personalities. These national and international commemorative days, events and festivals are celebrated by different wings of the College and the students take part in these programs enthusiastically. It was due to the pandemic situation in this session the College could not celebrate all the programs except some selected ones. But usually the national festivals celebrated in this institution are as follows:

1. National Voter's Day- on 25th January every year.
2. Republic Day of India (Ganatantra Divas) - on 26th January every year.
3. Independence Day- on 15th August every year.
4. National Yoga Day- on 21st June every year.

The birth anniversaries of great Indian personalities in this institution are as follows:

1. National Youth Day (Birthday of Swami Vivekananda)- on 12th January every year.
2. Netaji Subhas Chandra Bose's Birthday- On 23rd January every year.
3. Birthday of Dr. B.R. Ambedkar- On 14th April every year.
4. Birthday of Rabindranath Tagore- On 25th Baishakh every year.
5. Birthday of Kazi Nazrul Islam- on 11th Jaisthya every year.
6. Birthday of Sarvepalli Radhakrishnan- on 5th September every year.
7. Birthday of Pandit Iswar Chandra Vidyasagar- On 26th September every year.
8. Birthday of Jawaharlal Nehru- on 14th November every year.
9. Birthday of Madan Mohan Tarkalankar- on 3rd January every year in Madan Mohan Tarkalankar Sabhagriha.

The death anniversaries of great Indian personalities celebrated in this institution are as follows---

1. National Martyrs' Day- on 30th January every year.
2. 22nd Shravana- Death Anniversary of R.N Tagore.
3. National Integration Day- on 31st October every year (Indira

Gandhi's death anniversary).

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	No File Uploaded
Any other relevant information	No File Uploaded

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: 1

1. Title of the Practice: Environmentally Conscious Campus

2. Objectives of the Practice:

The main objective of this practice is to remain environmentally conscious in our everyday life. Our College is rural in nature and is situated in the lap of nature - in a green landscape and the College boasts of it. We are gradually departing from our original character of mind, culture and philosophy. Like the poet Wordsworth, 'the world has become too much with us.' Money is trying to wither away humanity from our heart. Hence, within our small and limited area of workplace we want to establish the altar of the Goddess Nature and worship her by instilling environmental values in the minds of our students. Even during the lockdown period the greenery of the College has been maintained on a regular basis. That's why we are choosing this practice once again as one of the Best Practices of the College.

3. The Context:

We have tried to make our College such a place where only environmentally positive practices will be followed. We are becoming very much indifferent about environmental issues. It is not at all true that environment does not take its revenge for the unscientific, crazy and ill-motivated deeds. It pays its returns - not to any singular person, but to the whole community. As future of commons is no one's concern, it is neglected and our environment is degraded. As a consequence of this we are to witness many

environmental hazards.

4. The Practice:

We have prescribed every positive practice in our list. To educate our students and people, we left no stone unturned.

1. The entire College Campus is "No Smoking Zone" except one room is allotted for chain smokers.

2. The College Campus is a "Plastic Free Zone" implying that carry bags below 20 micron thickness is banned within the premises.

3. Every year we plant saplings of many trees to make the College greener. Though it was not possible for planting the saplings within the stipulated year owing to lockdown, we have planted the saplings on 28.07.2021 in the College premises.

4. We have two rain water harvesting tanks, to educate the students about the menace of water crisis, effect of continuous lifting of ground water and how to recharge groundwater.

5. We have flower garden for beautification of the campus.

6. We have herbal garden from where our students can learn how to use herbs in treatment of petty and minor illness.

7. We have a compost pit where organic manure is prepared and used in garden.

8. We have converted to 100% LED tubes and bulbs for lightening purpose.

9. We shall start solar energy production very soon and supply that energy to the grid of the WBSUEDCL.

10. We have started to train our students apiculture or bee-keeping so that they can stand on their own feet taking it as a profession.

11. Most of our students and faculties used to ride bicycle or public transport while to and fro the College though we have to come to the College scarcely for office works.

12. Within the Campus students and faculties used to walk on pedestrian roads connecting the Buildings.

13. We have installed several dustbins at different strategic points of the campus in order to collect solid wastes. The bio-degradable items and non-bio-degradable items are collected separately. The runoff water of the water booths and toilets are collected in soak pits. The night soils of the latrines are deposited in the septic tanks.

14. We have a separate room for collection of e-wastes.

5. Evidence of Success:

1. Most of our Staff left the habit of smoking.

2. We have almost driven out plastic from our College. The tea supplier has been forbidden to supply tea in a plastic cup. He now uses paper cup instead.

3. Our Campus is a huge store house of oxygen. Trees reduce carbon dioxide by converting it into Organic carbon.

4. Rain water harvesting bore-wells used to supply water for our gardens and volley ball court round the year.

5. We try to keep our Campus clean, collect garbage systematically even in this lockdown period. Flower garden causes a soothing effect on our eyes and creates a proper mood of learning.

6. Herbal garden educates us about our rich heritage of Ayurveda.

7. Compost pit used to produce organic manure which is applied in the gardens.

8. We have replaced our all lamps by LED tubes and bulbs in between the pandemic and pre-pandemic period.

9. We put emphasis on walking on foot and public transport while making journey.

6. Problems Encountered and Resources Required:

1. The major problem in implementing and maintaining this practice we have faced is the pandemic situation and nationwide lockdown. It has hit us very badly, snatches away normalcy. We could not come to the College regularly. Naturally working on this issue has been hampered.

2. Another major problem encountered in implementing this practice was to change the mindset of the people associated with the College. Environment is like the earth cannot place its demand. It is the people who are using the environment can pollute it or keep it pure. It is repeated effort of a few teachers and a handful number of students who consistently tried to improve the environment.

3. Resources are of two types human and physical. Human resources are more important than physical resources. If we can make aware of our students properly about the environmental aspects, we believe all the people associated with this institution will be bound to keep up with.

4. We are trying to build an environmentally sustainable culture in our institution so that in future most of the jobs will be done spontaneously, when no command will be required.

7. Notes (Optional):

1. We have applied to the Government of West Bengal for introducing "Aloshree scheme" in our College in which the entire solar energy production project shall be implemented with good amount of subsidy.

2. We are keeping contact with the NGOs working in the field of environment, like "Paribesh Bandhab" of Krishnagar for keeping us updated.

Best Practice: 2

1. Title of the Practice: Use of Social media in Teaching-Learning, Evaluation and Communication Process during Pandemic Period.

2. Objectives of the Practice:

The main objective of this practice is to reach and communicate with the students thereby imparting lessons and providing study materials to the students. Offline classes have been suspended during the pandemic period. But teaching-learning process has not been stopped. We have to teach the students on a regular basis. So we adopted the online mode of education. The College has used several mediums of social media as to Whatsapp, Facebook, Gmail, Google Meet etc. to teach and reach to the students. Assessments and evaluation have also been done on online mode. In a nutshell this practice has been adopted to continue teaching-learning, evaluation and communication process effectively and easily even during the pandemic period.

3. The Context:

The world has been undergoing through a hard time due to the COVID-19. The whole world has been announced to be locked down and it has been done so. The world has been paralyzed. Offline activities have come to a still. Offline classes in schools, colleges, and universities have been suspended. We have been then finding the alternatives to continue the teaching-learning, evaluation and communication process. The College has adopted the online mode of teaching-learning and evaluation process. The College has then used several mediums of social media as to Whatsapp, Facebook, Gmail, Google Meet etc in order to continue online teaching-learning, evaluation and communication process effectively.

4. The Practice:

With respect to the objectives and context of this best practice the College has undertaken several initiatives and implemented those in order to carry forward the online teaching-learning, evaluation and communication process effectively. The sole purpose is to reach to the students thereby imparting and transacting education and guidance to the learners. The list of practice in this regard is as follows:

1. As per the discussion each department has created Whatsapp group adding all the Honours and Program students respectively. The departmental teachers discuss academic related issues with the students. The teachers have also guided the students in managing the hard time thereby following COVID-19 protocols. The teachers share online class routine, course planning, study materials, audio-video lectures etc in the groups. The teachers share links of Google Meet classroom in the groups. The students click on the links and join the classes. The teachers also announce important informations and notifications related to examination and all of that in the groups. The students get all the informtions through these Whatsapp groups. Whatsapp is more or less easily accessible to the students. So the College has ventured and adopted this app and the students get benefitted by this app to a large extent.
2. The College has used the platform of facebook for making communications with the students. There is an official facebook account of Bethuadahari College. Important notifications, notices, dates, events etc are posted there. Students are aware of this. They get necessary informations and notifications while scrolling the facebook page.

3. The teachers take classes on Google Meet platform. The teachers share the link in the respective Whatsapp groups and admit the students in the classes. Thus teaching -learning processes are conducted on online mode.
4. The process of evaluation has also been conducted on online mode. Notices and other exam related informations are disseminated through whatsapp groups and facebook page among the students. Several email ids have been opened. Students send their answer-scripts in those emails. Teachers evaluate those answer-scripts and award the students. Internal Evaluations are taken time to time on online mode. Questions are set in Google Form and given on College Website on the day of examination. Students answer the questions and submit the same with their credentials along with email id. Answer scripts are auto-evaluated there.
5. Necessary College notices are circulated through whatsapp groups and facebook page. The students are communicated sometimes even through email and over phone.
6. Several webinars related to academic issues have been conducted by different wings of the College. The students have been communicated in this regard and they have participated in these webinars.

5. Evidence of Success:

1. Several Whatsapp groups have been created. Students have been added in those groups.
2. The teachers have shared online class routines, course plannings, study materials, audio-video lectures etc in the groups. The teachers have shared links of Google Meet classroom in the groups. The students have attended online classes clicking on the given links.
3. A facebook account in the name of Bethuadahari College is there. Important notifications, notices, dates, events etc have been posted there. Students are aware of this. They have got necessary informations and notifications while scrolling the facebook page. Students have been kept updated via these social medias.
4. The teachers have guided the students in managing the COVID-19 situations following COVID protocols.
5. Online classes have been taken by the teachers on Google Meet platform. Students have attended the classes.
6. Several webinars related to academic issues have been conducted by different wings of the College. The students have been communicated in this regard and they have participated in these webinars.

7. Process of evaluation has been conducted on online mode. Several email ids have been opened. Students have sent their answer-scripts in those emails. Teachers have evaluated those answer-scripts and awarded the students.

6. Problems Encountered and Resources Required:

1. The major problem that we have to face is the problem of network connectivity and unavailability of the electronic gadgets or devices to some students. Students have often intimated the College saying that they could not avail the facility either for poor network connection or lack of electronic devices. The College as well as the students do require high speed network and necessary electronic gadgets or devices to overcome the problem.
2. Very often the teachers have found the problem in taking the online classes due to some technical issues or limited data pack.
3. The students have also reported that they could not continue the classes due to the cost of the data pack and limited availability of the same.
4. Students have also reported that they have sometimes failed in sending the answer-scripts due to the same problem of technicality. They have to resend.
5. It has been noticed that sometimes the students misuse these apps and send irrelevant messages in the groups. However, they have been counseled and convinced in this regard not to send any irrelevant message. They have been convinced.

7. Notes (Optional):

The use of social media in Teaching-Learning, Evaluation and Communication Process during Pandemic Period is one of the best practices that the College have deployed most effectively to cope up with the situation during pandemic time. There is no doubt that the chalk and talk method is always effective in imparting lessons to the students but it was not admissible during the concerned period. So it has been replaced by the online one. The College has thought of using Whatsapp, facebook, Google Meet, Gmail etc for executing the teaching-learning, evaluation and communication process during the Pandemic period and has successfully done so. It has been possible to reach to the maximum number of students by this best practice. Meanwhile, offline classes have been commenced in the College campus. The College is still using the whatsapp groups, facebook page etc for communication with the students and continuously trying to upgrade and develop the technical function of

these issues.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

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

Bethuadahari College has been serving the need of higher education mostly of the first generation learners belonging to Nakashipara Block, Kaliganj Block, Krishnagar -II Block and Chapra Block and its adjacent areas since its inception and it is doing so successfully. The students are coming mostly from the rural backdrops and most of them cannot afford the cost of taking any course or training on Yoga and Meditation- a very important issue nowadays to keep us physically and mentally fit. Therefore, basing on the suggestions of IQAC Bethuadahari College has taken the initiatives and opened a 'Yoga and Meditation Centre' at Bethuadahari College. The most important thing is that the students get this facility of yoga and meditation totally free of cost. They need not to pay even a single rupee for the purpose. Both male and female students get the facility to practice yoga. The College has appointed an experienced and national award winning teacher naming Mr. Jitendranath Sarkar for instructing and guiding the students in practising yoga. The College has constructed a very well furnished and equipped Centre for this purpose. The students go there and practice yoga. The students are really benefitted by this initiative of the College and the College too is happy for that and boasts of that.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Bethuadahari College is resolving to undertake the following plans of actions and it would be better to write these plans of actions categorically as- Academic Plans and Infrastructural Plans:

Academic Plans:

1. To review the online teaching-learning and evaluation procedures and prepare action plan for further improvement.
2. To take measures for introducing some certificate courses.
3. To sign MoU with other Colleges and initiate Faculty Exchange Programme in different departments as soon as possible.
4. To take action for preparing the Academic Audit Report for the next year.
5. To take action for organizing more state/national level departmental and interdisciplinary seminars and workshops via online mode and offline mode, of course if possible.
6. To take measures for registering Alumni Association of Bethuadahari College under Society Act.
7. To organize faculty development programs for both the teaching and the non-teaching staff.
8. To take initiative for creating and filling up substantive teaching posts as per requirement.
9. To take initiatives for enhancing sports amenities and introducing more academic and co-curricular activities for students.
10. To encourage the faculties in engaging themselves in more research and publication oriented works.
11. To take action for updating College Library Software and automation of the same.
12. To organize more Career Counseling programs for helping the students choosing their careers.

Infrastructural Plans:

1. To arrange a Teachers' Room in the New Annexe Building.
2. To arrange a Guest Room with basic facilities.
3. To maintain the College garden including the herbal one.
4. To plant more saplings for increasing the greenery of the College.
5. To prepare some more rooms with ICT facilities.
6. To introduce indoor games facilities for the students.