



Yearly Status Report - 2018-2019

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	BALURGHAT B.ED. COLLEGE
Name of the head of the Institution	DR BOBBY MAHANTA
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03522259179
Mobile no.	9434963214
Registered Email	balurbedcollege@gmail.com
Alternate Email	drbobbymahanta@gmail.com
Address	MANGALPUR, P.O. AND P.S. BALURGHAT, DIST. DAKSHIN DINAJPUR
City/Town	BALURGHAT
State/UT	West Bengal
Pincode	733101

2. Institutional Status																															
Affiliated / Constituent	Affiliated																														
Type of Institution	Co-education																														
Location	Rural																														
Financial Status	Self financed																														
Name of the IQAC co-ordinator/Director	RABINDRANATH BAR																														
Phone no/Alternate Phone no.	03522259179																														
Mobile no.	8250322193																														
Registered Email	barrabindranath@gmail.com																														
Alternate Email	drbobbymahanta@gmail.com																														
3. Website Address																															
Web-link of the AQAR: (Previous Academic Year)	http://www.balurghatbedcollege.org/aqar.php																														
4. Whether Academic Calendar prepared during the year	Yes																														
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.balurghatbedcollege.org/pdf/Aca1819.pdf																														
5. Accrediation Details																															
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>C</td> <td>1.71</td> <td>2009</td> <td>15-Jun-2009</td> <td>20-Apr-2012</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.21</td> <td>2012</td> <td>16-Sep-2012</td> <td>20-Apr-2017</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.50</td> <td>2017</td> <td>27-Nov-2017</td> <td>26-Nov-2022</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	C	1.71	2009	15-Jun-2009	20-Apr-2012	2	B	2.21	2012	16-Sep-2012	20-Apr-2017	2	B	2.50	2017	27-Nov-2017	26-Nov-2022
Cycle	Grade	CGPA	Year of Accrediation	Validity																											
				Period From	Period To																										
1	C	1.71	2009	15-Jun-2009	20-Apr-2012																										
2	B	2.21	2012	16-Sep-2012	20-Apr-2017																										
2	B	2.50	2017	27-Nov-2017	26-Nov-2022																										
6. Date of Establishment of IQAC	10-Sep-2008																														
7. Internal Quality Assurance System																															
Quality initiatives by IQAC during the year for promoting quality culture																															

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Observation of College Foundation Day	07-Jul-2018 1	376
One day seminar on Importance of Renewable Energy its impact on Eco System: Danger Ahead	17-Jul-2018 1	378
One day Seminar on The Contribution of Atmospheric Pollution to Climate Change	18-Jul-2018 1	25
One day Seminar on History of Mathematics in India	19-Jul-2018 1	15
Seven days Add-on Certificate course on Yoga Education	21-Jul-2018 7	379
Nabin Baran & Cultural Programme	30-Jul-2018 2	396
One Day Seminar on The Department value and significance of coin in different ages.	01-Aug-2018 1	25
Observed Rabindranath Tagore th Death anniversary	07-Aug-2018 1	379
One day state level seminar on Indian Higher Education in the current scenario.	10-Aug-2018 1	375
Independence day celebration and Fifty Four other programmes	15-Aug-2018 55	383

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC	View Link
10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View Uploaded File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
<p>All the departments are encouraged to conduct seminars, workshops, conferences etc. So more than 15 institutional seminars were conducted during this academic year (2018 2019). Students were also encouraged to undertake student self study projects. Teaching learning materials and ICT equipment were improved. Students monitoring system and students satisfaction survey were developed. Quality Management System, Environmental Management System and Energy Management System were developed. Environmental consciousness and Green campus campaign were promoted.</p>	
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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achivements/Outcomes
Formalization of Curriculum Revision	The existing curricula for B.Ed. and M.Ed. courses have been formalized with expert opinions from experts of different universities and institutes.
Enrichment of the Existing Prescribed Curriculum	The existing curricula prescribed for B.Ed. and M.Ed. courses have been enriched with practices and activities.
Introduction of Co-curricular Activities and Vocational Programs	Three year BVoc Degree on Fisheries and Farm Management recognized by UGC, Standard Conversational English Course six months and WBCS Foundation Course (Morning) introduced, MoU with different Educational Institutions and organizations for upgrading the quality of teaching learning executed, Addon courses, outreach and observation programmes introduced for additional knowledge and information to students

Improvement of Teachers Academic Quality	On the direct initiative and support of the Principal the teachers wrote and got published a number of research articles in UGC approved National and International Journals. Faculty development programme already introduced
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
GOVERNING BODY	22-Jun-2020

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

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

28-Feb-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The college is managed and run with maximum full infrastructure and expert teaching and nonteaching staff. The office of the college is adequately staffed and B.Ed. and M.Ed. programmes are looked after by adequately NCTE and UGC qualified teachers with wide research and writing background. The Governing Body that looks after the over all management of the college consist of professional educationist writers and social workers with wide knowledge about the society and people for which the college has been set up. The college has Management Information System to the satisfaction with the following broad features: 1. Staff Service Book Module: here the details of all the faculty members, service records, leave record and other necessary information are kept ready for availability. 2. Finance and Accounts Module. This module maintains

salary record, bills, tax record, and other financial documents. 3. Library Module, This module encompasses automation. It is a planning to enlist e-journals, ebooks and other information 4. Website. The college has maintained its website which is updated regularly for the benefit of students and other relevant stakeholders. 5. Internet Connectivity: The facility with internet connectivity to staff and students are free. There is a provision for free WiFi to students. It is one of the effective parts of MIS. Other relevant information is made available to the students through different social media platforms. Most of the official records are computerized. 6. MoU with professional and non professional institutions as well as government and government aided educational institutional from school level to the tertiary level have been executed and have been mutually benefiting in the arena of knowledge and education. 7. Addon courses, outreach and observation programme are regularly held to provide additional knowledge to student as part of the empowerment. 8. International, National, State level and departmental seminar and workshop were held. 9. Various social welfare activities are regularly held to promote the society. 10. Various national programme to create awareness among people specially the backward community are regularly as per national programme. 11. Faculty and Non teaching development programme were held regularly.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The college has strictly adhered to the uniform curriculum imposed on us by our affiliating university. The university academic calendar is also followed by the college. Basing on the academic calendar the college prepares its own institutional academic calendar. The faculty members are required to follow it for the smooth functioning of the academic year. The modes of transaction, field works and other practicum activities are planned according to the academic calendar. The Head of the institution has to distribute course contents among the concern faculty members. Emphasis is laid on equal distribution of the syllabus and preparation the class time-table. The college

follows chalk and board teaching method to delivered information among the student. Along with this, use of different teaching aids are encouraged. Our faculty is committed to use teaching aids whenever necessary to make the teaching most effective and comprehensive. Effort to simplify teaching to enable the students to understand the subject content are considered important in the teaching-learning process so that the students can understand the matters easily. Different curricula activity such as seminars, project work, tutorials, assignments, group discussion etc. are also encouraged as this will help students to understand and gain practical knowledge of the subject concerned.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NIL	B. VOC COURSE	01/11/2018	180	Department of Fisheries	TO TRAIN YOUTH IN FISHERY AND FARM MANAGEMENT ACTIVITY
NIL	STACNDARD ONVERSATIONA L ENGLISH COURSE	01/10/2018	180	IN ALL DEPARTMENTS	LANGUAGE SKILL
WBCS FOUNDATION COURSE	NIL	01/01/2019	90	WBCS PLIMINARY	ADMINISTRA TIVE
7days Add-on Certificate Course on Yoga Education	NIL	21/07/2018	7	Knowledge Enhancement	Physical and Mental Development
5 Days Add-on Certificate Course on Co mmunication Skills and Language Development	NIL	13/09/2018	5	Knowledge Enhancement	Academic Development
5 Days Add-On Certificate Course on Fundamental Rights	NIL	04/02/2019	5	Knowledge Enhancement	Academic Development
5 Days Add-on Certificate Course on Journalism	NIL	21/02/2019	5	Knowledge Enhancement	Academic Development
5 Days Add-	NIL	04/03/2019	5	Knowledge	Academic

on Certificate Course on Research Paper Writing and Presentation				Enhancement	Development
5 Days Add- on Certificate Course on Ancient Indian Culture and Heritage(Specific to Dakshin Dinajpur District)	NIL	18/03/2019	5	Knowledge Enhancement	Academic Development

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BVoc	Fisheries and Firm Management	01/11/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BEd	TEACHER EDUCATION	01/07/2017
MEd	TEACHER EDUCATION	01/07/2017

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Career Counselling Placement training	14/12/2018	302
Soft skill Training	09/01/2019	145
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	TEACHER EDUCATION	362
MEd	TEACHER EDUCATION	100

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Students: The college attributes special importance to plan-based improvement activity of the college every year. As per plan feedback from each students is collected and analyzed at the academic end program. The mechanism which is adopted and used is that all the students are instructed to fill in the hard copy supplied by the college on different parameters to derive the conclusion to see to what extent the objectives are achieved. The entire activity is monitored in the following manner that includes the division of all the students into groups and one teacher is deputed as the mentor for a group of students in order to know and understand the difficulties faced by students both at the personal and academic levels. Self-study activity is also undertaken and in this case the students are guided by teachers. Feedback is systematically analyzed by the principal who, along with some expert teachers provide necessary suggestions to the teachers on different aspects of teaching. The suggestions are duly implemented for further improvement on the basis of the feedback collected. Teachers: The Principal of the college is admirably active in adopting all measures to improve all aspects in the interest of the teaching learning activities of the college. The principal holds staff meeting when necessary to discuss on the feedback given by each faculty member in order to arrive at the decision as to the improvement of the functioning of the college. Employers: Our passed-out students who are employed in different Govt. and non-Govt. educational institutions have submitted their employers certificates which have been properly documented in the college. Alumni - The alumni of the college always extend all sorts of possible supports to the college in its effort for institutional improvement. The college holds interaction with the alumni on various improvement-related activities conducted by the college in the meetings with the alumni. The alumni provide valuable suggestions which are discussed and considered by the principal as to their implementation. Parents - This college was established with the mission to provide guidance in the matters of identifying talent, and enhancing potential, encouraging students to follow their dreams and helping them become successful professionals. Parents have entrusted the future of their children into our hands and thus they play a very important role in the development and enhancement of the quality of this learning experience. Feedback from parents allows the institute to evaluate its service provision and thus cater to providing excellent service towards the students. The feedback analysis process has put an increasing emphasis on the need for involvement of parents in the quality assurance of excellent education. Parent's involvement requires that they play an active role in participating for the holistic development of their children. Likewise every year at the end of the semester feedback forms are distributed to the parents of final year students. This circulation, distribution of feedback forms and collection of filled feedback forms was done by the IQAC department.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	TEACHER EDUCATION	200	200	200
Med	TEACHER EDUCATION	50	50	50

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	200	50	32	10	42

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
42	42	101	4	3	101

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

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

The monitoring system of the college continued its drive to provide maximum support and benefit to the students so that their learning activities are systematized to the level from which the students might reap maximum benefits. The College placed stress on the improvement of students monitoring system to observe and assessed their regular activities and performances in the college. Feedback was collected from them in respect of their satisfaction and dissatisfaction in the process of teaching learning in the college. It considers it to be an important mechanism to provide feedback as and when required. The process of mentoring is an individualized form of counseling and guidance. It addresses the needs of the students in the campus. The mentoring system is aimed at fostering a better rapport between the students and the teachers at a personal level. The college gives their responsibility of mentor to each of the teachers to act accordingly for a group of students. Each and every teacher who played as a mentor for a group of student played a very effective role that benefited each and every student of the college and provided satisfaction to the principal and others. The students are motivated to take active part in Add-on Certificate courses, Outreach and observation of regional and national programs in order to widen their range of knowledge, let them maximally aware of the prevailing status of society and education and also their rights and duties as members of the society and to empower them in field of self dependence. They are also encouraged to participate in games and sports which are properly monitored by teachers of the college. The college is affiliated to Dakshin Dinajpur District Sports Association which monitors and help to develop the status of sports and games of the college and enabling our students to participate in the District and State Level Sports and Games through Dakshin Dinajpur District Sports Association.

Number of students enrolled in the

Number of fulltime teachers

Mentor : Mentee Ratio

institution		
250	42	1:6

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
42	42	0	0	7

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	DR BOBBY MAHANTA	Principal	INTERNATIONAL AWARD FOR WOMEN ICON 2019
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BEd	07001	2018-2019	21/06/2019	13/09/2019
MEd	19101	2018-2019	03/06/2019	02/08/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college carefully implemented the curriculum designed by the affiliating University. Each course contents had a specified guideline for transacting the curriculum. The faculties are required to design their lesson and they satisfactorily performed it to enhance the effect of classroom teaching and learning. The college stressed the proper performance of the students as per assessment of the teachers and preparation of reports and their submission in due time for follow-up action. The structured frame should consist of field survey, group activity, assignments, seminars, test etc. There should be a number of activities so that the performance of the student can well be ascertained. The test paper which is prepared for the internal assessment should be as per the guidelines of the affiliating university. Basing on their performance feedback needs to be provided. There are provisions for remedial teaching and tutoring. The main focus of the college is to enable all the learners to develop in their area of specialization.

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

The college academic calendar is prepared by the College Academic Committee in consultation with the members of the IQAC and the Time-Table Committee keeping in view the academic calendar provided by the affiliating university. It includes the schedule of semester, examination schedule, the field activities,

the Sports Meets, observation days and the cultural events, social activities and participation in national programs and so on. The Principal of the college along with the senior faculties discuss and finalize the academic calendar well in advance for the smooth functioning and coordinating the functioning of the academic calendar. It ensures that the faculty should always try to complete the syllabus, hold internal performance activity, carry out the various learning activities and field work and therefore, guidelines are being framed to systematize the whole academic activities. In case of any alternation and addition, notification is circulated in this regard. Along with the academic activities the college tries to incorporate various extra-curricular activities for the learners so that they enjoy the whole process of teaching and learning.

2.6 – Student Performance and Learning Outcomes

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

<http://www.balurghatbedcollege.org/pdf/performance.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
07001	BED	EDUCATION	169	169	100
19101	MED	EDUCATION	46	46	100

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2.7 – Student Satisfaction Survey

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

<http://www.balurghatbedcollege.org/pdf/med2018.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	NIL	0	0

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Research Paper Writing and Presentation	Language Department	04/03/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Science Model Competition	Karishma Rouniar	West Bengal Student Youth	19/09/2018	State Level

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Hosainpur	Geographic Camp for Water source and storage	Balurghat B.Ed. College	Hosainpur	An Expert Team of Students and headed by Geography Faculty	12/07/2018
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
EDUCATION	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	1992-2011 Sal Porjonto PoschimBonger Dakshin Dinajpur Jela: Toposhil Upojatir Unnyon Proshongo(Arthosamajik Obostha), JETIR, 2349-5162(ISSN) January,2019	1	Nill
National	Vakrokte Kramika Vikasha, Journal Link-www.jetir.org, 2349-5162(ISSN) March,2019	1	Nill
National	Swanushasane Gita, Journal Link-www.jetir.org, 2349-5162(ISSN) May,2019	1	Nill
National	The Predicaments Faced by the Women and her Journey Towards Freedom in the short stories of Syed Waliullah,	1	Nill

	Journal Link- www.jetir.org, 2349-5162 (ISSN) May, 2019		
National	Ancient Indian Education System	1	Nil
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
EDUCATION	3
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	Nil	0	0	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Bhabikal	Balurghat B.Ed. College	College Magazine	2018	0	25	Balurghat B.Ed. College affiliated to WBUTTEPA
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	4	0	0
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Observation of World Heart day, 29-09-2018	In association with Sourav Ganguly Foundation,	30	292

	Balurghat		
Observation of Blood Donation Camp, 29-09-2018	Dakshin Dinajpur Journalists' Club	30	292
General Health Check Up Programme 23-11-2018	In association of Sourav Ganguly Foundation, Balurghat	30	295
Yoga Meditation Programme inside Ashram campus, 09-01-2019	Bharat Sevashram Sangha	30	210
Dental Checkup Camp, 27-01-2019	In association with Sourav Ganguly Foundation, Balurghat	28	395
Anti-dowry Programme at Dhaul, Baline and Chandradaula Villages under Balurghat Block, 14-04-2019	Balurghat Town Club Pally Pathagar and IQAC, Balurghat B.Ed. College	34	379
Aids Awareness Programme, 16-05-2019	Lions Club of Balurghat Greater	39	399
One day Legal literacy Camp on Legal Literacy and Social Justice to the Disadvantages Class, 15-06-2019	Balurghat Law College and IQAC, Balurghat B.Ed. College	36	388
Observation of International Day of Yoga	Balurghat B.Ed. College	32	389
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NABIN BARAN UTSAV dated 30-07-2018 to 31-07-2018	PRIZE GIVEN TO THE SUCCESSFULL STUDENTS	BALURGHAT B.ED. COLLEGE	396
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Observation	College	Balurghat	34	376

of College Foundation Day	Foundation Day 07-07-2018	B.Ed. College		
Observed Rabindranath Tagore 78th Death anniversary	Rabindranath Tagore 78th Death anniversary 07-08-2018	Balurghat B.Ed. College	39	379
Independence Day Celebration	Independence Day Celebration 15-08-2018	Balurghat B.Ed. College	37	388
Observation Rakhi Bandhan Festival	Rakhi Bandhan Festival 26-08-2018	Balurghat B.Ed. College	32	392
Programme on the Occasion of 125th Anniversary of the Historical Chicago speech delivered by Swami Vivekananda	125th Anniversary of the Historical Chicago speech delivered by Swami Vivekananda 12-09-2018	Balurghat B.Ed. College	28	328
Birthday Observation of Pandit Iswar Chandra Vidyasagar	Pandit Iswar Chandra Vidyasagar 26-09-2018	Balurghat B.Ed. College	32	391
Celebration of Gandhi Jayanti	Celebration of Gandhi Jayanti 02-10-2018	Balurghat B.Ed. College	23	394
Celebration of 150th Birthday of Sister Nivedita	150th Birthday of Sister Nivedita 28-10-2018	Balurghat B.Ed. College	31	390
Celebration of Birthday of Khudiram Bose	Birthday of Khudiram Bose 03-12-2018	Balurghat B.Ed. College	35	390
Celebration of Birthday of Swami Vivekananda	Birthday of Swami Vivekananda 12-01-2019	Balurghat B.Ed. College	34	386
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange on the basis of the MoU	Balurghat B.Ed. College 1. Sourav Mondal, 2. Rabindranath Bar, Yogoda Satsanga	College	02

	Palpara Mahavidyalaya, Purba Medinipur, West Bengal, 1. Dr. Amit Kumar Maity, 2. Asish Kumar Ghosh		
Faculty Exchange on the basis of the MoU	Balurghat B.Ed. College, 1. Shovan Ghosh, 2. Sourav Monda, 3. Samir Basak, Haji Saheb Teachers' Training College, Sonatola, Amrity, English Bazar, Malda, 1. Sumanta Bera, 2. Hasim Abdul Halim	College	02
Faculty Exchange on the basis of the MoU	Balurghat B.Ed. College, 1. Sri Chand Kumar Das, 2. Indrajit Saha, 3. Saibal Kanti Payra, Kaliachak Sultana College of Education, Malda, 1. Sanjoy Halder, 2. Avijit Sarkar	College	02
Faculty Exchange on the basis of the MoU	Balurghat B.Ed. College, 1. Animesh Chowdhury, 2. Mrityunjoy Ghosh, 3. Indrajit Saha, Rahamania B.Ed. College, Malda, West Bengal, 1. Mazibar Rahaman, 2. Saibur Rahaman	College	02
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
STATE	Professional Academic exchange of faculties	Bharat Sevashram Sangha, Mangalpur, Balurghat, Dakshin Dinajpur	01/07/2018	30/06/2019	379

STATE	Professional Academic	Bimala Sundari Memorial Book Bank, Rainagar, Hili, Dakshin Dinajpur	01/07/2018	30/06/2019	500
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Yogoda Satsanga Palpara Mahavidyalaya, Palpara, Purba Medinipur, Pin. 721458	10/10/2018	Academic exchange, Students Exchange, Research Activities, Seminars, Workshops etc.	2
West Bengal Council for Educational Administration Management	06/02/2017	To exchange information through various conference/seminars/workshop/FP DP etc.	32
Balurghat College, Balurghat, Dakshin Dinajpur	01/07/2018	Providing knowledge and skills, guidance and sending of expert and experienced faculty	3
Balurghat Mahila Mahavidyalay, Balurghat, Dakshin Dinajpur	01/07/2018	Providing knowledge and skills, guidance and sending of expert and experienced faculty	420
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
82.75	3.22

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing

Total	101	3	2	101	1	7	11	2	3
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4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

90 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
28.38	4.41	82.75	3.22

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

Educational laboratories: The college has different laboratories like the mathematics lab, computer lab, psychological lab, physics lab, chemistry lab, botany lab, zoology lab, history lab, language lab, and the geography lab. Each laboratory is well furnished with the sitting arrangements, ventilation, teaching aids, equipments and lighting. The windows of the computers are updated. The instructor are qualified as per the requisite qualifications underlined by the NCTE , UGC and the affiliating university. There is a smart classroom. The college has projector where the teachers are encouraged to take classes with the help of it. **Library:** The college Library is fully automated through which is connected with server and Local Area Network. This software is assist to Library for their housekeeping operations such as acquisition cataloguing, circulation, OPAC, serial control, stock verification, etc. For purchasing of books, Library received the recommendation form from the faculty and students, after check their duplicate titles and then placed the order to the vendor. The library has a college of latest books as per the structured syllabus. There are journals, newspapers, magazines, computers, Xerox machine. **Sports:** There are facilities to encourage students to engage in sports activities. Both indoor and outdoor games are included in the college. There are several equipments for different sports events. The college also has a good space for undertaking sports activities. The faculty member equally initiates in the sports activities. Along with the physical health and activity, gym, yoga and meditations are also encouraged by the institution. The college organizes annual sports meet and it affiliated to Dakshin Dinajpur District Sports Association with the facility to hold and organize district and state level various events of games and sports. **Others:** The college has adequate classrooms, students common rooms (boys and girls separately), medical facilities, drinking water facilities, toilet facilities (boys and girls separately), canteen, rain water harvesting and water management system, renovation of the existing ramp, play ground, auditorium, conference hall, hostel and quarter facilities.

<http://www.balurghatbedcollege.org/pdf/INFRASTRUCTURE.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	50 PERCENTAGE COURSE FEE EXEMPTED	200	14000000
Financial Support from Other Sources			
a) National	0	0	0
b) International	0	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
One day Seminar on "Importance of Renewable Energy its impact on Eco System: Danger Ahead"	17/07/2018	378	Balurghat B.Ed. College with the Speaker - Dr. Shyamal Kumar Bhadra, Emeritus Scientist, IACS , Kolkata
One day Seminar on "The Contribution of Atmospheric Pollution to Climate Change"	18/07/2018	25	Department of Social Science(Geography),B.Ed., Balurghat B.Ed. College
One day Seminar on "History of Mathematics in India"	18/07/2018	15	Department of Sciences (Mathematics),B.Ed., Balurghat B.Ed. College
One Day Seminar on "The Deportment value and significance of coin in different ages.(Ancient,Medeia vel and modern)"	01/08/2018	25	Department of Social Science(History),B.Ed., Balurghat B.Ed. College
One-day state level Seminar On " Indian Higher Education in the current Scenario"	10/08/2018	375	Balurghat B.Ed. College with the Speakers - Professor Dr. Santanu Bose , ,Dr. Pankaj Kundu , Dr. Asish Das, Dr, Kalyan Pandey , Resource persons.
Seminar on "Professional Development of geography teachers	18/08/2018	24	Department of Socail Sciences (Geography),B.Ed., Balurghat B.Ed.

with regard to Summative Assessment Practices"			College
One day Seminar on "Importance of Learning Practicing basic parts of classical music."	20/08/2018	20	Department of Social Science(Music),B.Ed., Balurghat B.Ed. College
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	WBCS, WBPSK	30	0	14	6
2018	Galaxy Consultancy, Kolkata	0	174	115	12
2018	Placement Cell, Balurghat B.Ed. College	0	302	216	26
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	NIL	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	21	B.ED.	WBUTTEPA	DEPARTMENT	M.ED.

OF TEACHER
EDUCATION,
WBUTTEPA
(DAVID HARE
CAMPUS),
INSTITUTE OF
EDUCATION
FOR WOMEN,
SATYAPRIYA
ROY COLLEGE
OF EDUCATION

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

Items	Number of students selected/ qualifying
Any Other	1
SET	2

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

Activity	Level	Number of Participants
FOOTBALL	DISTRICT LEVEL ORGANIZED BY DISTRICT SPORTS ASSOCIATION	22
VOLLEY BALL	INSTITUTION LEVEL (BALURGHAT B.ED. COLLEGE)	60
ANNUAL SPORTS MEET	BALURGHAT B.ED. COLLEGE	387
CRICKET	DISTRICT LEVEL ORGANIZED BY DISTRICT SPORTS ASSOCIATION	15
KABADI	INSTITUTION LEVEL (BALURGHAT B.ED. COLLEGE)	378

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	CULTURAL PROGRAMME	National	Nil	1	7	Paromita Saha
2018	Athletics Meet	National	1	Nil	75	Sanjit Sarkar

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

The college has a student council constituted with academically strong students

as its body. It operates with a sense of responsibility in dealing with the student concerned activities. The college encourages participation of student representatives in various decisions making, academic and administrative committees. This enables them in acquiring better academic environment. Student opinions and suggestions are considered to take measures in view of students perception. The college puts efforts for the all-round development of a student. They take part in various professional society chapters like IEEE, ISTE, CSI, and ACM. Also student members are involved The Student council and students actively get involved in various roles such as class management. They review the academic activities, progress and improvement plans of all subjects of all semesters. The committee discusses the academic related issues including conduction of classes, question paper pattern and students' grievances Guidelines of IQAC and submission of AQAR for Affiliated/Constituent Colleges is also its major concern. The student representatives actively participate by conducting Student conventions, chapters, technical events and quizzes etc. with the help of faculty members. They are also involved in publication of college magazine. Student representatives are nominated in the editorial board to help to collect articles, poems, drawings etc. from talented students. They compose, edit and take initiative in preparing and printing the magazines at college level. Faculties of the editorial board guide them in the entire process of printing and releasing the magazine. Student editors also involve in preparing the conference proceedings (National Conference/International), souvenir of student conventions conducted in the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

5.4.2 – No. of enrolled Alumni:

122

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

03 Meetings held during the session. The Alumni attend the meetings in which they reveal their experiences regarding the development of the college and building the careers of the students undergoing teacher education programme. They highlight the activities of the Institution to the people through news agencies, letting the college know about stipends and books for poor and meritorious trainees'. They also give suggestions to the current students to enhance their academic careers. The alumni give the demonstration lessons, provide guidance to students in preparing CV, giving interviews, placements, sharing with the students and encountering challenges in the work places, sharing the best practices of their institutions as well as with the active participants in different programmes organized by the college.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Balurghat B.Ed. College aspires to be nationally recognized as one of the premier institutions that offer to the society competent teachers who are humane, collaborative and multicultural in their outlook and to be globally

adjudged as efficient and highly innovative disseminator of knowledge and expertise. To develop an understanding of academic content at a higher level by weaving 21st century interdisciplinary themes into core subjects To develop learning and innovative skills among students and teachers To equip teachers and students with research-driven instructional practices To foster life skills and work place skills among students and teachers To empower teachers and students with knowledge, skills and attitude required to create inclusive and multicultural learning environments To instill the civic virtues and spirit of multi-sided social development into the students. To inculcate moral values and professional ethics into teachers and students. To strengthen students' national spirit to achieve the goal of clean, corruption free nation.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Providing suggestions as and when needed faculties attend workshop seminars organized by Higher Education Department, Govt West Bengal. The G.B. discusses with the Principal and both the members of teaching staff for development of curriculum in the form of giving suggestions and constructive remarks on it. The Principal is entrusted with full responsibility to take steps to improve the development of curriculum as thought best.
Teaching and Learning	The staff meeting is called for preparing the academic plans. The academic plan is developed in coherence with the academic plan of the University and the schedules of the School Internship Programme. Teachers complete their syllabus for all semesters systematically and effectively and at the same time class tests are taken to assess and evaluate the progress of the students. Finally, the Principal sits together with the teachers and students to know the doubtful areas if any in the entire semester based programme. Their responses are put down and effective measures are taken to remove their doubts for effective learning.
Examination and Evaluation	The college strictly follows the guideline of the affiliating university in the matters of examinations and evaluations. Semester end examinations are held by the university and the answer scripts are examined by university appointed examiners. For practicum there are 02 (two) processes

- internal and external. The internal papers are evaluated by external examiners sent by the university and the internal practicum are assessed internally but objectively assessed and examined by the teachers of the college.

Research and Development

The Institution has sent and is also sending the teaching and non-teaching staff for attending training and orientation programmes for further developments of their skills. The college takes special initiatives in the form of organizing and holding faculty development programmes and non-teaching staffs development programme in order to enhance the teaching learning quality of the college and to improve the entire administrative system. Development Programs on innovative teaching practices like active learning, critical thinking, cooperative and collaborative learning, catering to diverse learning needs for faculty members. Training for handling fire extinguisher for non-teaching staff. The institution has made the policies with allocation of resources for ensuring professional development of the faculties. For this, there is budget allocation for staff development in the form of getting study leave for higher studies and research, participation in seminars, conferences and workshops etc.

Library, ICT and Physical Infrastructure / Instrumentation

Planning for the functioning of the library and reviewing the rules and regulations of library periodically Stock taking regarding the status of books/journals/periodicals etc, purchases, additions, demand and upkeep of books Taking decisions regarding necessary actions to be adopted in the cases of books missing or not been returned by students and staff. Discussion regarding budgetary allocations for current academic year, purchase of new books, renewal/subscription of journals, library automation and website updating Taking routine and non-routine decisions regarding the matters concerning the functioning of the library. Teachers are encouraged to prepare lesson plans using latest technological methodologies Teachers are using smart boards in the smart

classes. Students have to mandatorily submit ICT based lessons and prepare ICT enabled teaching aids to the institution. The institution has furnished its infrastructural facilities by allocating separate rooms for different sections of the B.Ed Programme for general papers and separate rooms for content cum methodology papers with the facility of reading room in library, laboratory for every lab-based subject to keep pace with the academic growth.

Human Resource Management

The institute has recognized the faculty development needs and career progression of the staff through the following SWOC analysis if done individually by faculty members and discussed in staff meetings. Faculties do their self-appraisal and provide constructive feedback regarding their needs. Faculties are continuously encouraged by the Management to undertake research and/or further studies. The Faculties are given ample freedom to decide on area of major/minor research themselves and are constantly supported by the Principal. The faculties regularly come forth with their needs to attend specific training programs/ workshops/ seminars being held both nationally and internationally. The institute sends faculties for refresher courses and orientation courses.

Industry Interaction / Collaboration

Galaxy Consultancy and West Bengal Council for Educational Administration and Management (WBCEAM)

Admission of Students

The admission system is based on Centralized admission process as maintained by the affiliating university

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

E-governance area	Details
Planning and Development	There is a strict provision of planning, administration and development of the institution in the academic and administrative perspective. For the smooth functioning of the system there are effective systems for communication between principal, administration staff and teaching staff.
Administration	Planning for installing software for administration purpose had been carried

out. However there is the provision of smart classroom with Wi-Fi facility. Annual action plan that is generated by the institution based on the institutional goals and objectives to direct all activities and programs of the institute. This plan is reviewed at the end of the year and, effectiveness of its completion is analyzed and evaluated based on reflective reports of every activity and portfolio. Feedback of each activity and program helps to understand the attainment of the institutional goals and objectives. Reflective meetings are periodically held to review and discuss the extent of attainment/non-attainment of objectives. Modifications in activities/programs are done on the basis of feedback. In case of non-attainment of any objectives a reflective meeting is held and the activities are re-planned and re-designed in the new perspective.

Finance and Accounts

The college has appointed qualified Chartered Accountant and the audit is prepared annually on regular basis.

Student Admission and Support

- The admission system is based on centralized admission process as maintained by the affiliating university. Admission timeline, deadlines, requirements are published in college website as per the notification and announcement by the affiliating university. The college takes the initiative to enrich the skills of the staff so that no hindrances in dealing with the students occur. Therefore training is provided to support staff in order to acquire and develop skill in handling computers, in computerizing all documentations and systematic management of office activities and administration.
- A committee named Counseling and Guidance Cell has been formed to look into the matters of students individual and collective problems so that they overcome them in the active support, counseling and guidance from the cell formed by experienced teachers of the teachers. The cell admirably performs its duty, task and responsibility.
- The college launched a free coaching camp for the aspirants of Civil Service Examinations in the campus.
- The teachers of the

college provide them free coaching in order to groom them for NET, SET, TET, RET examinations. A MoU has been signed between the college and 'Classrooms', Kolkata to coach and guide the students on weekly basis for this purpose. • The students also provided with the facility of reading competition examination oriented journals and magazines in placement cell. • The college is making all efforts to introduce 3 Year Fishery course entitled B.Voc, recognized by UGC with the aim to develop skills among students in the society. • The college made all efforts to continue without any break comprehensive evaluation of teaching learning and elicitation of feedback from the teachers and students for better performance. • The principal of the college played a crucial role in this direction through her constant observation and holding frequent meetings with the staff and the students to get their opinion and experience how to improve the entire teaching learning process in the college. • The college website has been successfully updated and displayed for students in the notice board for their awareness. The IQAC held meeting with the students to let them know about it and sought their opinion in this regard how to better utilize this website in the interest of their knowledge acquisition and information dissemination.

Examination

To use ICT in the process of planning college-events and activities, institute uses personal e-mails .Important notices and reports are also circulated via e-mails and WhatsApp. E-governance is the integration of Information and Communication Technology in all the working processes of the system. It aims to minimize the manual efforts and improve the communication, create transparent system, and to be cost and time effective. The faculties of the college prepare multiple-choice questions using Google forms. They use it to conduct examinations/test through this online platform with the approval of the Governing Body.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	NIL	NIL	NIL	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Faculty Developmen t Programme on Innovative Teaching Methods ap plication in class room teaching, Resource Persons - Dr. Sumanta Chattaraj, Dr. Kalyan Pandey, Dr. Asish Kumar Das	NIL	11/02/2019	18/02/2019	42	Nill
2018	NIL	Basic Skills of Computer Operation Office Management	02/01/2019	07/01/2019	Nill	11
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Life Skills for Engineers	1	06/11/2018	20/12/2018	45

(Level-II)				
Block chains for Managers - Introduction and Applications	1	20/05/2019	18/06/2019	30
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
42	42	17	17

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EPF UP TO RS. 15000 BASIC AS PER NORMS, MEDICAL, FUNERAL OST OF FAMILY MEMBERS	EPF, MEDICAL AND RETIREMENT BENEFIT, FUNERAL COST OF FAMILY MEMBERS AND GRATUTI	SCHOLARSHIP

6.4 – Financial Management and Resource Mobilization

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

The college has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliance. The Finance Committee thoroughly verifies the income and expenditure details and the compliance report of internal audit as submitted to the Governing Body of the institution through the principal. External audit is conducted once in every year by an external agency. The mechanisms used to monitor effective and efficient use of financial resources are as below:

- Before the commencement of every financial year, the principal submits a proposal on the budget allocation, by considering the recommendations to the GB.
- College budget includes recurring expenses such as salary, electricity, internet charges, maintenance cost, stationery, other consumable charges etc., and non-recurring expenses like lab equipment purchases, furniture and other development expenses.
- The expenses will be monitored by the accounts department as per the budget allocated by the GB.
- The depreciation costs of various things purchased in the preceding years are also worked out.

Process of the internal audit: All vouchers are audited by an internal financial committee on half yearly basis. The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found, the same is brought to the notice of the principal. The same process is being followed for the last five years. The accounting process is both computerized and manual. Process of the external audit: The accounts of the college are audited by Chartered Accountant regularly as per the government rules. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the GB for review. Any queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limits. The institution did not come across with any audit objection during the preceding years. All these mechanisms exhibit the transparency being maintained in financial matters and adherence to financial discipline to avoid defalcation of funds or properties of the institution at all levels. The audited statement is duly signed by the authorities of the GB and Chartered Accountant

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the

year(not covered in Criterion III)

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

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Academic and Administrative Audit Team Consisting of following Members, PROF. (Dr.) PANKAJ KUNDU, Principal, Balurghat College Registrar, Dakshin Dinajpur University (Additional Charge), PROF. (Dr.) BIMAN CHAKRABORTY, Principal, Balurghat Mahila Mahavidyalaya, Pro. (Dr.) DEBABRATA DEBNATH, Dean, Faculty of Law, Education, Library Science, Journalism Physical Education, University of Gour Banga Head, Department of Education, University of Gour Banga, Malda, India	Yes	GOVERNING BODY, BALURGHAT B.ED. COLLEG

Administrative	Yes	<p>Academic and Administrative Audit Team Consisting of following Members, PROF. (Dr.) PANKAJ KUNDU, Principal, Balurghat College Registrar, Dakshin Dinajpur University (Additional Charge), PROF. (Dr.) BIMAN CHAKRABORTY, Principal, Balurghat Mahila Mahavidyalaya, Pro. (Dr.) DEBABRATA DEBNATH, Dean, Faculty of Law, Education, Library Science, Journalism Physical Education, University of Gour Banga Head, Department of Education, University of Gour Banga, Malda, India</p>	Yes	GOVERNING BODY, BALURGHAT B.ED. COLLEG
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6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Parents take initiative in giving their views and opinions for institutional development. 2. They take equal initiative in providing academic support to their wards. 3. The parents give their opinion for organizing various events in the college in collaboration with the other agency.

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

1. One day workshop on developing their soft skills. 2. Conducting orientation for service rule modification. 3. Computer training program

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

1. Executing MoUs with other organization and industries. 2. Plan for infrastructure development. 3. Action plans implementations for better implementation of curriculum enrichment. 4. Initiative to improve placement and higher education. 5. Introduction Value added course for teachers and students.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Value based education with curriculum transaction	12/09/2018	12/09/2018	12/09/2018	16
2018	Formalization of curriculum revision and the enrichment of the prescribed curriculum	12/09/2018	12/09/2018	12/09/2018	16
2018	Evolution of new practices related to curriculum aspects	12/09/2018	12/09/2018	12/09/2018	16

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women day Celebration	08/03/2019	08/03/2019	200	100
Lecture on women empowerment	14/08/2018	14/08/2018	220	150
Self-Defence Training	08/05/2019	08/05/2019	180	120

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

Percentage of power requirement of the University met by the renewable energy sources

01. Disposal of garbage in the open air causes pollution and leads to depletion

of human health. 02. Various camps and cleanliness programme are organized to collect and dispose off solid waste.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Rest Rooms	Yes	0
Special skill development for differently abled students	Yes	0
Ramp/Rails	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	16/08/2018	1	clean surroundings campaign	Hygiene	261
2018	1	1	21/11/2018	1	Old Newspaper Collection Drive/Waste to knowledge programme	service to community	277
2019	1	1	08/01/2019	1	Door to Door Campaign on the need to reduce the use of Plastic and waste segregation	environmental awareness	243

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

Title	Date of publication	Follow up(max 100 words)
Leave rules, service conduct rules of employees and general behaviour rules and stakeholder	08/05/2012	Instructed by the GB the Principal takes proper initiative in the matter of following the general rules of the

college as per university guidelines and the decision adopted by the college. The Principal regularly evaluates whether moral codes of conduct ethics and general human values are maintained in the college as per Government of West Bengal services rules regulations. The Principal time to time issues instructions to all students and employees of the college in respect of values, morality, ethics and discipline. Leave rules are framed by the Trust and approved on 08-05-2012 approved GB meeting on 29-07-2012

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Meetings with stakeholder time to time and circulation of notification	01/07/2018	31/12/2018	550
Meetings with stakeholder time to time and circulation of notification	01/01/2019	30/06/2019	520
View File			

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

Plantation Gardening Keeping the campus clean and green Campus beautification with adequate plantation. Some steps to control pollution inside the campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. The entire college building is repaired and colored. Drinking water facilities are modernized and electricity supply has been regularized with the installation of high capacity generator. Toilets meant for teachers, students, physically handicapped students and stakeholders are separately maintained and carefully managed. Administrative sections are all close to the chamber of the Principal and the chamber of the Governing Body for easy contact for any matter of importance. The entire campus is guarded with high wall and the college buildings are protected against fire accidents. 2. A smart classroom is well fitted with Wi Fi facilities. There is a projector machine where respective teacher-educators can arrange a class for the student-educators. Video conferencing can be done and students can avail the conversation of experts.

They can access and communicate for clarification and understanding. 3. To provide an opportunity for comprehending needs of special students with special needs and slow learners. The faculties during the classroom transaction observe the students performances and basing on that they prepare their lessons. For better experiences, hands-on activities are encouraged. Field visits and other programs are organized where the students visits the different organizations and interviews are held. Students are grouped with respective in-charges to carry out interaction, collection of data and presentation. The success of activity is evaluated in the classroom when group leaders share their experiences. Teaching-Learning techniques and strategies are developed keeping in view the learners needs. The learning resources are prepared to meet the objective of teaching. 4. Continuous and Comprehensive Evaluation forms the part and parcel of the course study. The college conducts meeting with the staff to know the progress of the students. The students performances are evaluated through their participation in various activities and internal examinations conducted by the respective departments. 5. To let the students be acquainted with the real life classroom situation with several problems faced by students during the learning process and the teacher educated role as to the effective handling of the situation to satisfy the students learning curiosity. 6. To let the teacher educator be very much active in becoming well prepared to solve the problem of the student during the process of curriculum implementation of the classroom

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

<http://www.balurghatbedcollege.org/pdf/acapurposel.pdf>

7.3 – Institutional Distinctiveness

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

The distinctiveness of the vision and mission of the college is to impart high quality and equal education to rural and deprived sections of students so that they become a socially responsible good citizens striving for nation's development. The college aims to provide high quality education, and equal education for all irrespective of the place and family or other socio-economic background from where they come. The college tries hard to make them aware of the value of holistic education and create a feeling of empathy for the under privileged in the society. It also seeks to impart to them quality teacher education to become quality teacher in future for the society. In this respect all possible facilities are provided to students. The College visualizes meeting the present emerging, and changing educational needs of society in general. The college is committed to provide world-class professional education. It also focuses on building and developing the youth into worthy citizens of society. The vision of the Colleges is to grow not only quantitatively but qualitatively as well. The vision-mission statements and objectives of the college focus on leading quality education and lifelong learning to the aspirants irrespective of caste, creed and religion. All educational activities and programs are organized to mould student teachers to become capable members for facing the challenges in the competitive era. Activities such as Community work, safe life and save drive, literacy, cleanliness, plantation, plastic free zone and waste and garbage management are introduced and carried out.

Provide the weblink of the institution

<http://www.balurghatbedcollege.org/pdf/acapurpurpose2.pdf>

8.Future Plans of Actions for Next Academic Year

The college tried its best to implement the plan of action adopted in the last academic year (2017-2018). Though all the plans have not been fully implemented, much of the plan has been achieved. The plans of action which were meant to be implemented were to give guidance and instruction to equip teachers to map course outcome to assess the quality of learning, to prepare a model sheet for tracing the level of attainments of course outcomes, to add new courses and value-added courses and to upgrade the institutional standard and activities. The college had successfully organized value-added/add-on courses and added new courses to be organized for students additional knowledge and information. These courses were resolved to be organized to be held step-by-step in future so that the teachers are more empowered in the field of teaching and learning and non-teaching staff in the field office work activities and office administration. Plans also checkout to improve the quality of learning among the students as well as to enhance the quality of teachers to enhance the quality of teaching. A sizeable part of the standard of the college has been upgraded and other institutional activities (both academic and administration) have further been systematized. It has now been planned to fully implement what has not been possible to complete withing the short time and also added new programs to develop the institutional status of the college. In addition to this the college has planned: To introduce 4 year Integrated B.A./B.Ed. B.Sc./B.Ed M.Phil-Ph.D. program. To contact and propose to some universities to set up their campus at Balurghat B.Ed. College.