



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		HIRALAL BHAKAT COLLEGE
Name of the head of the Institution		Dr. Gautam Sen
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03465457120
Mobile no.		9434182461
Registered Email		iqac@hbcnht.edu.in
Alternate Email		hbcnaac@gmail.com
Address		Nalhati, Birbhum, West Bengal, 731220
City/Town		Nalhati
State/UT		West Bengal
Pincode		731220
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Suddhasattwa Banerjee
Phone no/Alternate Phone no.	03465457120
Mobile no.	9836782254
Registered Email	hbcnaac@gmail.com
Alternate Email	suddhasattwabanerjee@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.hbcnht.in/aqar.php
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.hbcnht.in/academic_calendar.php

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	C	65.5	2007	31-Mar-2007	30-Mar-2012
2	B	2.05	2016	05-Nov-2016	04-Nov-2021

6. Date of Establishment of IQAC	20-Apr-2007
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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
A state level Workshop on Sanskrit Grammar (Karaka Prakaran) organized by	14-May-2019 1	45

Sanskrit Department		
A college level One day seminar on influence of Yogic practice on human body organized by Physical Education.	21-Jun-2019 1	30
One day College-Level Seminar of Department of Commerce on	04-Sep-2018 1	12
A One-day State Level Conference on Shakespeare: Tragedy and Tragic Hero organized by English Department	11-Sep-2018 1	89
A state level seminar on Narayan Gangopadhyay : Manane O Sahitya of department of Bengali	18-Sep-2018 1	48
Philosophy Department organized an international level seminar on Baul, vaishnava and Rabindranath with collaboration with Bolpur College.	28-Sep-2018 2	148
A state level workshop of Arabic department on The Arabic Language and Its Significance in Today	14-Nov-2018 1	6
A college level Seminar of mathematics department on Math Phobia: Steps to Overcome.	05-Dec-2018 1	100
A college level seminar of History Department on	03-Apr-2019 1	110
A seminar of Political Science on Environmental Priorities in India in the context of Sustainable Development	05-Jun-2019 1	75

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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
Hiralal Bhakat	ICSSR	Central Govt	2018	80000

College			365	
Hiralal Bhakat College	NSS	State Govt.	2018 365	8000
Hiralal Bhakat College	NCC	Central Govt	2018 365	42190
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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)

• Formation of a team for final preparation for obtaining RUSA Grants under the chairmanship of honourable Teacher in Charge and constant monitoring of the Coordinator, IQAC. The team should have proportionate participation of both teaching and nonteaching staff of college and the team should prepare a database within a period of one month for the said purpose. • Installation of an all round College Management Software being essential, the service provider of the online admission portal, Real Time, Suri, Birbhum be called upon on urgent basis to display a demonstration of the function of the College Management Software which was previously ordered to the said company. The honorable Teacher in Charge be requested to take necessary steps regarding putting the said software into use concerning the quality of the software and its user friendly satisfaction of the actual purpose of college with immediate effect. • The probabilities of up gradation of payment gateway for any kind of payment to college be referred to the Finance SubCommittee as the payment gateway, presently in use, SBI Online Collect has definite hazard regarding deposition of the sum of money in the current account of college at the end of the collection of a whole working day. Hence, no breakup of the said fund can be accessed although it is essential for record keeping regarding the income of college as it has to be audited at the end of each financial order. Further stated that in spite of the trouble during preparation for Financial Audit' 201819 as the preparation has almost been done honourable Teacher in Charge be requested to take proper initiative to arrange the said audit with immediate effect. • Upgradation of different facilities likely to be provided to both the staff and students of college has become essential. Especially the toilets have become old enough to have partial damages and blockage of water flow through drains. Further decided that honorable Teacher in Charge be requested to take proper initiative to upgrade the toilets of

college to a standard level. The receipt of two different grants from MP LAD for purchase and installation of a couple of RO Water Purifiers and the same of a Multi Gym in college campus be properly utilised for maximum benefit of the stakeholders of college. It is additionally resolved that a committee be formed to monitor the process of utilisation of the said grant in a beneficial way. • The honorable Teacher in Charge and the entire committee set up for preparation for the RUSA Grant be congratulated for selection of college as one of the four Degree Colleges in West Bengal which are going to be upgraded into Model Degree Colleges with the grant of Rs. 4cr each and for preparation for utilisation of the said sum in the best possible way a committee be formed with immediate effect to operate under the chairmanship of honourable Teacher in Charge and constant monitoring of the Coordinator, IQAC.

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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
A team be formed for final preparation for obtaining RUSA Grant under the chairmanship of honourable Teacher in Charge and constant monitoring of the Coordinator, IQAC.	Successful submission of proposal for RUSA Grant(Category6)
Preparation of a database within a period of one month for availing RUSA Grant.	That Database became of grate help for any kind of data level representation to any assessing body.
Initiation of a motivational venture for inspiring teachers to involve in research activities be taken up with immediate effect.	6 nos of Book Chapters and 2 nos of Journal Articles got published during the session.
Installation of all round college management software being essential, the service provider of the online admission portal.	Real Time, the service provider started preparation of customizable college management software.
Upgradation of payment gateway for any kind of payment to college	Initiation of SBI Online Collect as the single payment gateway of any kind of payment to college.
Purchase and installation of a couple of RO Water Purifiers and the same of a Multi Gym in college campus be properly utilized for maximum benefit of the stakeholders of college	Successful purchase and installation of a couple of RO Water Purifiers and the same of a Multi Gym in college campus done from MP LAD of Honorable MP Shatabdi Roy.
Sensitization about the recent up gradation in the rules for Career Advancement Scheme (CAS) for Assistant Professors.	All Assistant Professor are successfully sensitized about the recent upgradation in the rules for Career Advancement Scheme (CAS) for Assistant Professors.
The newly purchased plot of land in Mouja Gopalpur, Ward No. 1, Nalhati Municipality be used with the best of intentions in this regard.	The purchased plot having no specific demarcation and partition deed was attempted to be shorted out.

Development of the second campus of college being essential the proposal received for purchase of land within the Ward No. 1, Nalhati Municipality.	A plan of the second campus of college in the newly purchased plot of land within the Ward No. 1, Nalhati Municipality got finalized.
The proposal for MoU for a period of three (03) years (21-08-2018 to 21-08-2021) from Rampurhat College regarding Faculty Sharing, Student Sharing and Resource Sharing be duly approved	A MoU for a period of three (03) years (21-08-2018 to 21-08-2021) with Rampurhat College regarding Faculty Sharing, Student Sharing and Resource Sharing was done successfully.
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
Governing Body	19-Aug-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2019
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Date of Submission	08-Jan-2019
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17. Does the Institution have Management Information System ?	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Different MIS Modules are in operational in the college for its proper functioning. The modules which are currently being used in the Institution are as follows • Online Admission Module • Online Fees Collection • Faculty Information Management Module • Students Data Management Module • HRMS etc. With the help of such modules all Admission related works, Fees collection for examination, preparation of admit card, marksheets, descriptive role etc. are done. Details of faculty members like personal data, publications, research data etc. are skillfully managed and preserved. Such modules also help in management and preservation of data of the students and office staff. Collection of feedback from the
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stakeholders as well as preparation of feedback report is also possible with the help of such MIS modules which are currently operational. Payment of the employees is easily done with the help of HRMS.

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

Hiralal Bhakat College is affiliated to Burdwan University and follows the curriculum prescribed by the affiliating University. The different ways through which the institution devises mechanisms for well-planned curriculum delivery and documentation are as follows:-

- The college, under the supervision of IQAC prepares its own academic calendar in compliance with the academic calendar published by the affiliating University prior to the commencement of Academic Session which is uploaded on the college website and is displayed on the college/departmental notice boards.
- The routine committee along with IQAC prepares routine for the present academic session which is distributed to the respective heads of the departments and is displayed on the departmental notice boards and college website.
- The Principal-in-Charge and Co-Ordinator, IQAC conduct a meeting at the beginning of the session with all the departmental heads to discuss about the strategies for effective implementation of curriculum.
- Departmental heads conduct meeting before the commencement of classes with their respective faculty members for allocation of class and syllabus which after approval in DC meeting is communicated to the students.
- Following the syllabus allotted and class routine, respective teachers prepare their Annual Lesson/ Teaching Plan and conduct their classes accordingly.
- Student's attendance records are maintained by the respective departments.
- Teachers predominantly use the traditional method for teaching i.e. chalk and talk, lecture method. However, other than the traditional methods some teachers use ICT to enhance the teaching-learning experience.
- Individual faculty members also supplement their classroom teaching with special lectures, periodical lectures, seminars, project works, field visit, industrial visits and internships.
- Continuous evaluation through class tests, midterm examinations, internal assessments etc. are carried out to keep a track of the progress of the students.
- After commencement of classes, teachers identify slow learners and advanced learners through continuous evaluation like written class tests, viva-vice, and attendance and conduct remedial classes for slow-learners where their progress is measured through assignments which are regularly checked by the teacher preparing them for University Examinations. An advanced learner are provided with advanced study materials, guided to develop research aptitude, and prepares them for University and competitive Examinations by making them solve previous year's question papers.
- Special care is taken to update the college website and college notice board by the IQAC.
- The central Library is fully automated and has more than 21,000 collections of printed books with 8 printed periodicals including journals & magazines. Not only this but both teachers and students can access e-books and e-journals under INFLIBNET NLIST platform.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene	Skill Development
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Urdu Script Learning Course	Certificate Course	03/09/2018	180	Reading and writing of Urdu Language	Writing ability on Urdu script
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Physics	19/07/2018
BSc	Computer Science	19/07/2018
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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
BA	Bengali	01/07/2017
BA	English	01/07/2017
BA	History	01/07/2017
BA	Sanskrit	01/07/2017
BA	Political Science	01/07/2017
BA	Philosophy	01/07/2017
BA	Geography	01/07/2017
BA	Accountancy	01/07/2017
BSc	Mathematics	19/07/2018
BSc	Physics	19/07/2018
BSc	Computer Science	19/07/2018

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

	Certificate	Diploma Course
Number of Students	6	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
Nil	Nil	0
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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
BA	A Study on Socio-economic Condition of Ballavpur Danga, Bolpur-Sriniketan C.D. Block, Birbhum District, West	13

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
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**

For the 2018-2019 academic year, Hiralal Bhakat College's IQAC asked instructors, parents, former students, and alumni for their opinions. A total of 43 teachers, 102 alumni, 132 parents, and 132 students provided us with comments. A 13-question survey was distributed to the alumni in an attempt to learn more about their opinions of their alma mater and how they would like to help it advance. A questionnaire with ten questions was sent to the parents asking them to share their opinions about the extracurricular activities, study spaces, and extension services that their children were receiving, as well as the progress their children were making in life and in their education. In addition to the survey for student happiness, the students also received four questionnaires: one for curriculum and teaching programme, one for library and administration, and one for teacher evaluation. The teachers sincerity/commitment, regularity/punctuality, communication skills, use of ICT, and syllabus covering were the criteria on which the students were asked to rate them. They were asked to assess the college administration and library facilities based on the staffs demeanour and promptness, the availability of books, journals, and newspapers, the internet, photocopying capabilities, the cleanliness of the classrooms, canteen, and reading rooms, the quality and accessibility of the food and water, etc. Instructors were requested to offer their opinions on the following: research and self-development opportunities, ICT for teaching availability, and teaching facilities. In order to provide a thorough assessment of all the replies collected, a draft report was created once the feedback collection process was completed. After deliberating and scrutinising this preliminary report, the IQAC formulated a final report that included primary recommendations. The Principal, the College Governing Body, the highest administrative body of the Institute, and the other administrative bodies operating inside the college were given access to the final report so they could review it and take necessary action. The following are the recommendations made by IQAC on the basis of the feedback from teachers, students, parents and alumni during 2018-2019 and on which the Principal and the Governing Body agreed to initiate action from the following academic year i.e. 2019-2020

- Infrastructural development of the college
- More books will be purchased for the newly created departments of the college such as Computer Science, Physics and Urdu.
- Certificate course will be introduces on Urdu/ Arabic.
- Organization of various types of seminars and workshops etc.
- More ICT enabled classrooms will be created.
- To enhance the overall security through installation of CCTV cameras in laboratory, library, corridor of each floor of each building.
- To appoint guest teachers in the different subjects which are urgently required.
- To create virtual classrooms for effective teaching learning process.
- To strengthen of health unit placement cell.
- More toilets in administrative building.

The Principal and IQAC also met the

teachers to deliberate on the evaluation of their performance and teachers who received below par overall rating by the students were asked to take extra efforts to improve their performance in the coming academic year.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Bengali	87	358	56
BA	English	78	437	59
BA	History	82	446	61
BA	Sanskrit	35	123	25
BA	Political Sc	65	145	41
BA	Philosophy	59	134	28
BA	Geography	22	74	19
BCom	Accountancy	59	2	0
BA	BA(G)	1580	3126	1229
BSc	BSc(G)	40	24	6

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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	1524	0	43	0	43

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
8	8	4	2	1	0

[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)

Mentoring system is an indispensable part of teaching-learning and evaluation process. This system is very important to provide academic and non-academic support to the students of our college having varied socio-economic background. Mentoring for our students has the following aims and objectives :-

- To develop teacher-student relationship.
- To encourage students to attend class regularly.
- To boost up for better academic performance and progression.
- To help them realize and explore their potentialities in both academic and non-academic areas.
- To actively participate in different co-curricular and extra-curricular activities.
- To reduce

students drop out- rates. • To identify slow learners and to take necessary steps. • To inspire advanced learners. • To render equitable service to students. • To inculcate ethics and values among them. • To promote personal and psychological well-being of students. • To help students solve their problems in non-academic matters. The college has followed the suggestions made by the IQAC, Hiralal Bhakat College, to introduce the mentoring system. The IQAC had taken the initiative of implementing the mentoring system of students. Students are categorized on the basis of their core/Honours subjects and general subjects. They are divided into groups of 20-25 depending on the number of students in that particular course. Each group is assigned a Mentor-teacher who would take mentoring classes. The mentor-mentee system enables mentors to connect with mentees, and also share personal experiences by openly disclosing learning experiences, successes and challenges. We have more than 4000 enrolled students at our college. With an objective of bringing all the students under mentoring system, each mentor has 20-25 mentees under his/her supervision. Mentoring classes are also reflected in the class routine. During regular mentoring classes, the mentors identify the strengths, weakness, opportunities and challenges of each of the mentees assigned under the mentors. Features :- • The mentoring system of Hiralal Bhakat College is student-centric. • Mentors provide the mentoring Format which contains space for entering particulars like contact number, email id, photo, address, father's occupation, problems etc. • After collecting all necessary information, mentors are expected to offer guidance and counseling, as and when required. Achievements :- Need based remedial class have proved to be beneficial for the students in particular Honours/ Core subject and the entire college in general? The practice of Mentoring System has considerably enhanced the environment of the college campus and brought about the following improvements: • Minimization of student drop-out rates • Introduction of Classes for slow learners and classes for advance learners. • Identification of students for Remedial Classes. • Improvements in students' attendance records. • Better academic and extracurricular performance.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1524	43	1 : 35

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
28	18	10	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
2018	Nil	Nil	Nil
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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
BA	AH	Part-III	09/04/2019	10/07/2019
BCom	CH	Part-III	23/04/2019	08/07/2019
BA	AP	Part-III	10/04/2019	18/09/2019
BCom	CP	Part-III	06/04/2019	13/09/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

• Students are made aware of the evaluation and assessment system in the induction programme. • Tutorials are conducted regularly and weekly for doubt clarification and assessing their performance. • Double evaluation has been introduced. • In order to prepare the students and to augment their level of understanding/ learning in the respective subject various multiple choice questions (MCQ) based objective tests, quizzes, debates, creative writing competition etc. are regularly organized. • Students are encouraged to participate actively in seminars and workshops. • In order to enhance observation skills of the students, field works are organized. • To develop research aptitude, methodology based project work /dissertation and field reports are prepared. • Open Book tests are conducted.

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

As Hiralal Bhakat College is associated with Burdwan University. In accordance with the academic session, the college creates a tentative academic calendar and holiday schedule. The institution plans its events, including admission, teaching-learning days, and all of its exams (theory, practical, and internal assessments), based on the Academic Calendar that has been created. As per the instructions of the affiliating University, B.A./ B.Sc/ B. Com 1st year Honours and General classes commence from 2nd week of July 2018 and classes of B.A/ B.Sc/ B. Com 2nd and 3rd year Honours and General classes commence from 4th week of July 2018. Class tests are conducted after commencement of Honours classes, decided by the individual departments as per the Academic Calendar. The purpose of the class assessments is to determine which pupils need remedial instruction, are slow learners, or are advanced learners. Internal evaluations are planned for both General and Honours courses in accordance with University of Burdwan guidelines. According to the University of Burdwans announcement, theory and practical exams for all classes of first-year, second-year, and third-year honours and general courses were held from the last week of March to the last week of June, 2019.

2.6 – Student Performance and Learning Outcomes

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

https://www.hbcnht.in/course_outcome.php

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
BNGH	BA	Bengali Hons	38	29	76
ENGH	BA	English Hons	11	8	73
HISH	BA	History Hons	14	10	71
PHIH	BA	Philosophy Hons	12	6	50
GEOH	BA	Geography Hons	11	8	73

PLSH	BA	Political Sc	3	3	100
SANH	BA	Sanskrit Hons	15	8	53
BAG	BA	BA Gen	109	23	21
BCG	BCom	Accountancy Gen	1	1	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)

<https://www.hbcnht.in/feedback.php>

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
Minor Projects	365	ICSSR	200000	80000
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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
Nil	Nil	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nil	Nil
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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
Nil	Nil	Nil	Nil	nil	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded

Nil	0
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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	Arabic	1	0
International	Mathematics	1	4.0
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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
English	4
Geography	1
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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
Sahar Khalifa and Treatment of Women's issues	Dr. Mukhlesur Rahman	Dirasat Arabiya	2019	0	Hiralal Bhakat College	0
Dynamics of predator-prey system with fading memory	Dr. Banshidhar Sahoo	Applied Mathematics and Computation	2019	25	Hiralal Bhakat College	24
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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
Dynamics of predator-prey system with fading memory	Dr. Banshidhar Sahoo	Applied Mathematics and Computation	2019	16	24	Hiralal Bhakat College
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	2	1	0	0
Attended/Seminars/Workshops	2	2	1	1
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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
Republic Day	NCC, Hiralal Bhakat College	1	180
Swachh Bharat Abhiyan	NCC, Hiralal Bhakat College	1	98
World Forest Day	NCC, Hiralal Bhakat College	1	100
World Water Day	NCC, Hiralal Bhakat College	1	109
World Health Day	NCC, Hiralal Bhakat College	1	105
International Yoga Day	NCC, Hiralal Bhakat College	1	281
Safe Drive Save Life	NCC, Hiralal Bhakat College	1	78
The Green Revolution And Stop Pollution	NCC, Hiralal Bhakat College	1	107
Blood Donation Camp	15 Bengal Bn Ncc Suri	1	40
World Aids Day	NCC, Hiralal Bhakat College	1	122
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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
Nil	Nil	Nil	0
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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
Extension	Dept. of	Tree	82	75

Activity	Political Sc	Plantation		
Extension Activity	NCC, Hiralal Bhakat College	Swachh Bharat Abhiyan	1	98
Extension Activity	NCC, Hiralal Bhakat College	World Forest Day	1	100
Extension Activity	NCC, Hiralal Bhakat College	Safe Drive Save Life	1	78
Extension Activity	NCC, Hiralal Bhakat College	The Green Revolution And Stop Pollution	1	107
Extension Activity	NSS unit I,II, III	Free Animal Checkup Vaccination Camp at Adopted Village Atgram	3	154
Extension Activity	NSS unit I,II, III	Yoga Day Sibir	3	130
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Faculty exchange	1987	College fund	270
View File			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nil	Nil	Nil	Nil	0
View File					

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
Rampurhat College, Rampurhat, Birbhum, West Bengal, India	21/08/2018	Faculty and student exchange and research collaboration	1987
View File			

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
2.7	2.67

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
Classrooms with LCD facilities	Newly Added
Seminar Halls	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Koha	Partially	16.11	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	16812	1581248	3	911	16815	1582159
Reference Books	2967	677678	0	0	2967	677678
Journals	1409	15857	128	18982	1537	34839
View File						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	22	1	17	2	1	3	16	100	0

Added	0	0	0	0	0	0	0	0	0
Total	22	1	17	2	1	3	16	100	0

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

120 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
1	0.1	6	5.2

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

• The college takes adequate care for proper maintenance and utilization of its physical, academic and support facilities. • A dedicated team of electrician, plumber, sweepers, carpenters and gardeners provide round the clock service to the Departments, Classrooms, Canteen, Laboratories and Library. • The Building Subcommittee ensures proper maintenance of the buildings. • Whenever required, computers and peripherals are checked, cleaned, calibrated and maintained by the technical assistants hired from outside. • The Laboratory Attendant takes care of the Laboratories and equipment of the Geography Department. • While purchasing equipments, it is always ensured that the installation charges and maintenance charges are provided by the Company which delivers the equipment. Annual Maintenance Contract (AMC) is opted for most of the services and equipments. The AMC facility includes maintenance of Generator, AC Machines, CCTV Cameras, Water Purifiers, and Software etc. • The campus of the college is well protected by surveillance cameras. For the maintenance of computers, one dedicated private organization offers service. • Pest control of Library Books and records is done every year by the Library staff. • A portion of the College fund is utilized for the up-gradation and repairing of the existing equipments, Laboratories and other existing infrastructure.

https://www.hbcnht.in/code_of_conduct.php

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	Freeship	81	70335
Financial Support from Other Sources			
a) National	Scholarship	1531	7231000

b) International	Nil	0	0
View File			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Nil	Nil	0	0
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	Nil	0	0	0	0
View File					

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

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

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
2019	2	Hiralal Bhakat College	English	BU	MA
2019	1	Hiralal Bhakat College	Commerce	BU	MCom
2019	2	Hiralal Bhakat College	Geography	Alia Univ and BU	MA
2019	5	Hiralal	History	BU	MA

		Bhakat College			
2019	4	Hiralal Bhakat College	Physical Education	Nikhil Banga Sikkhan Mahavidyalaya, Visva Bharati, KU	BPED
View File					

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

Items	Number of students selected/ qualifying
NET	1
SET	1
Any Other	1
View File	

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

Activity	Level	Number of Participants
Annual Sports	College level	74
Cultural activity	College level	453
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Nil	National	Nil	Nil	Nil	Nil
2018	Nil	International	Nil	Nil	Nil	Nil
View File						

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

Hiralal Bhakat College has a democratically elected and well functional Students' Council. Students of the college have their representations in Governing Body, IQAC, Admission Committee, Library Committee, Cultural Committee and many other Academic and Administrative matters and their implementations. The representatives of Students' Council have actively approached the Local MLA and MP for sanctioning financial support for the construction of Gym, Stage and arrangement of drinking water. The Students' Council along with the college Administration has actively solved many problems of the students like concession, admission, examination etc. The Fresher's Welcome Ceremony, Annual Function, Cultural competition, Annual Sports, Saraswati Puja etc. are jointly organized by both Students' Council and College Management. Students' Council actively collaborated with the NCC and NSS units in organizing and conducting programmes like Tree Plantation, Swachh Bharat Abhiyan, Blood Donation Camp etc. During Annual Sports, many team and

individual events were conducted and winners were awarded mementos and trophies. Breakfast and lunch for staff and students were also provided. The main event of attraction was throwing a ball into a bucket by all the staff members of the college. Students come forward to make the Annual Sports successful and colorful in true sense. Thus, the Students' Council has an active participation along with the College Management for enhancing the name of the Institution as a whole.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

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)

Two practices of decentralization and participative management during the last Academic Session 2018-2019 are as follows:-

1. Activity for RUSA : - A team was formed for final preparation for obtaining RUSA Grant under the chairmanship of honorable Teacher- in- Charge and constant monitoring of the Coordinator, IQAC. The team should have proportionate participation of both teaching and non-teaching staff of college and the team should prepare a database within a period of one month for the said purpose. This reflects a picture of decentralization and as an instance of participative management of College Authority.
1. BU Examination :- In the Academic Session 2018-2019, the college for smooth conduct of the Burdwan University B.A/ B.Sc/ B. Com Part-I, II, III and CBCS Semester Examination had constituted a committee involving senior teachers and office staff under the supervision of the Centre- in- Charge and Centre Supervisors. The active involvement and dutiful invigilation of all the Teachers and office staff according to the Examination Duty Roster made the process of the University Examination smooth and uninterrupted. This gives an evidence of the practice of decentralization and participative management in the college.

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

Partial

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
Teaching and Learning	Plan for creation of teaching posts in different subjects be made and further resolved that Academic Council

	of college be requested to submit a report on the possible Departments in which additional teaching posts are needed to be created following the Teacher-Student ratio approved by the Academic Audit of the Academic Session 2018-19.
Curriculum Development	As the College is affiliated to the University of Burdwan, there is very little scope for Curriculum Development from the part of the college and the college implements the curriculum designed by the University.
Examination and Evaluation	<ul style="list-style-type: none"> • The examination and evaluation process is guided by the rules and regulation of the affiliating University. However, for assessing the progress of the learners, the college takes help of Internal Assessment, Student Seminar, Field Study etc. • In some Departments, practices like use of MCQ questions, photocopy of answer scripts, projects etc. have been introduced for assessing the progression of the students. The teachers of the College are actively engaged in evaluation process of the University as Paper setters, Examiners, Head- Examiners, Reviewers, Moderators etc.
Research and Development	For research collaboration, a MoU with Rampurhat College has been signed for development of Institutional integraty.
Library, ICT and Physical Infrastructure / Instrumentation	Computers and Laboratory equipments have been purchased for both the departments of Computer Science and Physics following the recommendations made by Purchase Committee and relevant guidelines of purchase procedure. The automation of library made by Koha software. More books purchased for few departments.
Human Resource Management	<ul style="list-style-type: none"> • Faculty members were motivated to participate in Faculty Development Programmes. • Use of Teachers note book for Self- Appraisal of the Teachers. • Regular Seminars, workshops are organized by the Institution for the enrichment of the Faculty members and students.
Admission of Students	<ul style="list-style-type: none"> • Online admission process continued through the use of Student Module of office Management Software. • Merit List is published on College Website. • Reservation rules are strictly

followed. • Admission is done on the basis of Merit. • For Admission rules and regulations of the Affiliating University and the Government of West Bengal is thoroughly followed.

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

E-governance area	Details
Planning and Development	All decisions regarding planning and development taken by the IQAC and by the Governing Body are preserved electronically in the computer. Notices and circulars regarding development works are sometimes uploaded on website.
Administration	The following administrative activities are essential in maintaining college administration : tally entry, total daily expenses, e- tendering, online notification in website. Circulation of all important notifications are maintained through sms, whatsapp etc. Salary of the teaching and non-teaching is maintained through WBIFMS software.
Finance and Accounts	• Manager SBI, Nalhati Branch be consulted for availing SBI Online Collect service for flawless continuation of cashless finance. • Salary of the teaching and non-teaching staff is maintained through WBIFMS software. Salary of casual staff and other party payments are made through NEFT. Pay Slips of salary have been sent to the individual email id of each and every employee by the College Authority.
Student Admission and Support	"Office Module" software is used during admission procedure of UG courses. Students fees collection, maintenance of students' profile, creation of Admit card printing of mark sheets are done through the use of software. Students Merit List is prepared by software and published on website.
Examination	• All information regarding examination duties of the teaching cum non-teaching staff is circulated through whatsapp. • Online internal examination in the form of MCQ has been commenced by a few departments. • All examination notifications are given to the students and teachers through sms. "Student Module " software is used during examination processes, such as

in entering examination marks in the computer, and therefrom computer-generated mark sheets are taken out. E-mark sheets are preserved in the cloud. Mark sheets are generated electronically in the college.

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
2018	Nil	Nil	Nil	0
View File				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	Nil	Nil	Nil	Nil	Nil	Nil
View File						

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
Orientation Programme	1	05/03/2019	01/04/2019	28
Refreshers Course	2	14/11/2018	04/12/2018	21
Refreshers Course	1	06/02/2019	26/02/2019	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
0	0	0

6.4 – Financial Management and Resource Mobilization

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

Internal and external financial audits are conducted regularly. The Head Clerk, Accountant, Cashier and the Principal check the cash book and passbook regularly. A finance committee comprising internal and external members reviews the financial position and its implications for various purposes. The Statutory Auditor engaged by the Higher Education Department, Govt. of West Bengal visit the college and verify the accounts, bills, vouchers, resolutions etc. and submit the report to the college Authority and to the Government of West Bengal

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	Nil
View File		

6.4.3 – Total corpus fund generated

42638511.40

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	The University of Burdwan	Yes	Teacher In Charge
Administrative	Yes	The University of Burdwan	Yes	Teacher In Charge

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

An unregistered Parent- Teacher Association has been formed. • Regular interactions are held between the parents and teachers within the Department in general and with management in special. • Suggestions are also received from the parents for the improvement of the institution. Accordingly, the college tries to implement them. • Many parents participate in the cultural programmes organized by the college. • Some of the parents contributed to the development of physical infrastructure.

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

• Support staff are given training for the use of computer. • For medical treatment support staff are provided financial assistance by the college • They are trained to handle Online Admission process and new technology. • Puja Advance and Puja Bonus are given to them. • They are given subsidy for participation in Annual Tour.

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

• Preparation for RUSA Grant with active participation of all staff of the college. • Creation of teaching posts in various subjects • Planning for many seminars/ workshops of various departments of the college during 2018 -2019 session. • Planning for purchase of land in the adjacent areas of the present

campus for second campus of the college. • Purchase of computers for various science departments of the college • Purchase of more books in accordance with the CBCS system • Renewal of INFLIBNET- NLIST programme. • Workshop related to Career Advancement Scheme for teachers of the college.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
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
2019	A state level Workshop on Sanskrit Grammar (Karaka Prakaran) organized by Sanskrit Department	29/03/2019	14/05/2019	14/05/2019	45
2019	A college level One day seminar on influence of Yogic practice on human body organized by Physical Education.	29/03/2019	21/06/2019	21/06/2019	30
2018	One day College-Level Seminar of Department of Commerce on 'Literature Review in Research'	02/09/2018	04/09/2018	04/09/2018	12
2018	A One-day State Level Conference on Shakespeare: Tragedy and Tragic Hero organized by English Department	24/07/2018	11/09/2018	11/09/2018	89
2018	A state	27/07/2018	18/09/2018	18/09/2018	48

	level seminar on Narayan Gangopadhyay : Manane O Sahitya of department of Bengali				
2018	Philosophy Department organized an international level seminar on Baul, vaishnava and Rabindranath with collaboration with Bolpur College.	25/07/2018	28/09/2018	29/09/2018	148
2018	A state level workshop of Arabic department on The Arabic Language and Its Significance in Today's Globalized Worlds	19/09/2018	14/11/2018	14/11/2018	6
2018	A college level Seminar of mathematics department on Math Phobia: Steps to Overcome.	18/10/2018	05/12/2018	05/12/2018	100
2019	A college level seminar of History Department on 'Indian Historiography'	29/03/2019	03/04/2019	03/04/2019	110
2019	A seminar of Political Science on Environmental	29/03/2019	05/06/2019	05/06/2019	75

Priorities
in India in
the context
of
Sustainable
Development

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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
Menstrual Health and Body Positivity	09/04/2019	09/04/2019	50	20

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

Yoga Day was celebrated in the campus of the college by NSS volunteers. The college has pledged to measurably reduce plastic footprints in the campus, making the campus 'Plastic Free Zone'. Rain water harvesting is another eco-friendly initiative that measurably reduces the dependence on ground water. Vermin composting procedure is used as biodegradable method for waste management treatment option. The solar panels installed on the roof top of the old building of the college reduce the electricity consumption from conventional source of electricity as well as supply of surplus units of electricity to general source of electricity. It helps to increase the resource mobilization of the college to some extent.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	2

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	Nil	Nil	Nil	Nil	Nil	Nil	Nil

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
Code of Conduct	01/07/2018	All stakeholders must

follow the college rules.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Nil	Nil	Nil	Nil
View File			

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

• The initiative of low coal use and firewood practices, especially in the college canteen has helped in reducing carbon content to a great extent. • The Save Paper Campaign has been largely efficient in saving paper among the students and staff. • Plantation of a large number of saplings, especially on the 5th June and through different environmental campaign by NSS is a moving step in going green and maintaining an eco-friendly campus. • International Yoga Day was celebrated by NSS volunteers in the college campus. • More use of LED bulbs instead of incandescent and CFL bulbs in a partial block of the college campus have significantly reduced the usage of energy consumption and has aided in saving electricity to a large extent. • The institute ensures restricted entry of automobiles and promotes more use of bicycles and battery-powered vehicles. • The college is enriched with a more walk able and pedestrian friendly pathways. • The college has pledged to measurably reduce plastic footprints in the campus, making the campus 'plastic free zone'. • The campus promotes green infrastructure on campus, with open spaces and natural landscape for physical, mental and spiritual healing of the stakeholders. • The use of clay pots and paper cups for tea in the college canteen is one of the eco- friendly initiatives. Clay pots as well as paper cups are biodegradable, eco- friendly, sustainable as well as healthy. • The use of sal leaf plates for meals for the students and staff in college canteen has been another eco- friendly initiative. It is step towards a greener and cleaner campus. Apart from environmental benefits, this practice revives the traditional trade.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Collection of used but almost new garments from all interested stakeholders of college and distribution among the people belonging to the economically challenged part of surrounding locality during both Eid and Puja. 71 members of college family donated clothes and 221 inhabitants of the surrounding locality received received them. 2. Adult Literacy Drive taken up as a venture for upgradation of three adopted villages of the three NSS Units, Atgram, Choto Podhra and Baro Podhra, adjacent to college. 16 inhabitants of Atgram, 13 inhabitants of Choto Podhra and 11 inhabitants of Baro Podhra attended the classes of the said Drive for three consecutive months and had definite benefits out of the said drive.

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

https://www.hbcnht.in/extension_activity_outreach.php

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 unique quality of Hiralal Bhakat College (HBC) is the model relationship that exists between the faculty and students. The college fosters a respectful, non-threatening learning environment by making professors and teachers available to students for both academic and personal needs. This is

accomplished through holding casual conversations with students, as some students require encouragement to talk to their teachers. As a result, the HBC was able to foster positive relationships between the instructors and the students. To keep a positive rapport, it employs a variety of creative techniques depending on the situation, the issue, and the requirements. For instance, diversity is a crucial factor to consider in the teaching-learning process in the globalised world, which implies we should consider that.

Provide the weblink of the institution

https://www.hbcnht.in/extension_activity_outreach.php

8.Future Plans of Actions for Next Academic Year

Installation of all round College Management Software for upgradation of college into a Smart Higher Education Institution. • Filling up the sanctioned but vacant posts of teaching staff of college. • Introduction of infrastructural forms so that best possible basic facilities can be provided to all the stakeholders. • Induction meeting for the newly admitted students at the beginning of Academic Session along with awareness programmes related to Anti-Ragging and Gender specific rights. • Purchase of Reference Books and Journals for the College Library. • To take a pledge of signing MOU with the adjacent colleges/ institutions. • Promotion of teachers under Career Advancement Scheme (CAS) . • Academic and Administrative Audit of the Institution. • Quality enhancing programmes by IQAC. • Planning for the second campus of college in the newly purchased land in the adjacent area of college. • Best possible utilization of the received RUSA Grant of Rs. 4 Cr. For upgradation of college into a Model Degree College.