



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

Part A	
Data of the Institution	
1.Name of the Institution	Hiralal Bhakat College
• Name of the Head of the institution	Dr. Nurul Islam
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03465457120
• Mobile No:	9647620782
• Registered e-mail	iqac@hbcnht.edu.in
• Alternate e-mail	hbcnaac@gmail.com
• Address	Nalhati, Birbhum, West Bengal, Pin 731220
• City/Town	Nalhati
• State/UT	West Bengal
• Pin Code	731220
2.Institutional status	
• Affiliated / Constitution Colleges	State Aided General Degree College
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Grants-in aid				
• Name of the Affiliating University	The University of Burdwan				
• Name of the IQAC Coordinator	Dr. Suddhasattwa Banerjee				
• Phone No.	03465457120				
• Alternate phone No.	9836782254				
• Mobile	9564231212				
• IQAC e-mail address	iqac@hbcnht.edu.in				
• Alternate e-mail address	hbcnaac@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 Web link:	https://www.hbcnht.in/academic_calendar.php				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	65.5	2007	31/03/2007	30/03/2012
Cycle 2	B	2.05	2016	05/11/2016	04/11/2021
Cycle 3	B	2.03	2024	26/12/2024	25/12/2029
6.Date of Establishment of IQAC	20/04/2007				
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	0	0	
8.Whether composition of IQAC as per latest NAAC guidelines	Yes				
• Upload latest notification of formation of	View File				

IQAC		
9.No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
All round records pertaining to different college-related activities relating to NAAC visit preparation.		
The college website began to be updated on a regular basis in order to fully convey the college's identity.		
In order to prepare for the NAAC visit, a close examination of the latest updates and documentation of college operations was conducted.		
The Education Caravan project persisted in reaching new heights in terms of promoting and canvassing college courses and services that are both professional and intellectual.		
Rabindra Bharati University and Netaji Subhas Open University continues to offer full-fledged distance education courses.		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
Preparation for NAAC visit under the leadership of honorable Principal.	To preparation for the impending NAAC visit, a team led by the honorable principal began working under the continual	

	supervision of the coordinator, IQAC, and completed all necessary documents and improvements to the academic and physical facilities.
Planning for regular updating of college website.	Dr. Niladri Das was decided to lead the process of updating college website especially the tabs concerning different informative aspects. He was decided to be assisted by Dr. M Rahman and Sk. A. Hanif in the said process.
Planning for the progress and the recent updates of preparation of NAAC Visit.	The honorable principal led the process of getting ready for the NAAC visit once the SSR and DVV were successfully submitted, and the Coordinator, IQAC, kept a close eye on everything.
Further up gradation of the Education Caravan project.	The Education Caravan Project was designed to increase awareness of the programs and services offered by the college by expanding its reach outside of the campus and into potential areas where qualified candidates could see evidence of both extracurricular and academic achievement.
Introduction of Distance Education and Professional Courses.	Masters Degree in different subject started under in Netaji Subhas Open University and Directorate of Distance Education, Rabindra Bharati University. A number of certificate and add-on courses were initiated both for the students of the college and for any other academic as well as professional enthusiasts.
13. Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
The Governning Body	04/07/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2024	31/01/2024

15. Multidisciplinary / interdisciplinary

The Multidisciplinary Course was not introduced by The University of Burdwan for the session 2023-24 in CBCS Curriculum but in NEP Curriculum several Multidisciplinary Courses have been introduced and they are running effectively.

16. Academic bank of credits (ABC):

Academic Bank of Credits were not mandatory for the students for the session 2023-24. But the students were sensitized in this regard and most of them have opened there ABC a/c .

17. Skill development:

Few skill development programmes eg. Communicative Skills in five different languages, Yoga, Basic Computer Skill etc. were carried under CBCS & NEP curriculum.

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

For the academic year 2023-2024, the Modern Indian language courses were taught using the NEP and CBCS curricula.

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

Every professor is committed to providing high-quality instruction with an emphasis on results.

20. Distance education/online education:

Beginning with the academic year 2023-2024, the Hiralal Bhakat College is officially a recognized Post-Graduate Study Center/Learner Support Center of Netaji Subhas Open University (NSOU) (Code: S-05). HB College, which has a reputation for

delivering high-quality education, is committed to providing all-encompassing assistance to its students taking postgraduate courses in an open style through its Study Center. This program seeks to support their academic progress and improve their chances of placement in a variety of industries and research fellowship programs, according to the Annual Quality Assurance Report of HIRALAL BHAKAT COLLEGE. Rabindra Bharati University (RBU) has authorized the Hiralal Bhakat College as a Post-Graduate Study Center/Learner Support Center (LSC Code: 63) as of March 11, 2023. The HB College has an excellent track record of providing distance education to candidates who failed to enter into the regular field of Higher Education.

Extended Profile

1. Programme

1.1	24
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	4991
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	2688
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	338
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	52
File Description	Documents
Data Template	View File
3.2 Number of Sanctioned posts during the year	28
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	31
4.2 Total expenditure excluding salary during the year (INR in lakhs)	410.66275
4.3 Total number of computers on campus for academic purposes	60
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>Hiralal Bhakat College, affiliated with Burdwan University, follows the university-prescribed curriculum while ensuring systematic delivery and documentation through mechanisms overseen by the Internal Quality Assurance Cell (IQAC). An academic calendar, aligned with the university's schedule, is prepared and shared on</p>	

the college website and departmental notice boards before the academic session begins. The routine committee and IQAC jointly draft timetables, distributed to departments and displayed accordingly.

At the start of each session, the Principal and IQAC Coordinator strategize curriculum implementation with departmental heads, who, in turn, allocate classes and syllabi to faculty members. Teachers prepare annual lesson plans and conduct classes using a mix of traditional and ICT-based methods. Supplementary activities like seminars, field visits, and internships enrich the learning experience. Continuous evaluation, including tests and assessments, tracks student progress, with remedial classes for slow learners.

The fully automated central library supports academic needs with books, journals, and digital resources. Departments organize seminars and webinars to address diverse topics. Feedback from students, alumni, and faculty helps refine teaching methodologies and maintain curriculum relevance. Regular faculty meetings and committees ensure adherence to program objectives, fostering a dynamic and effective learning environment that prepares students for future success.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The institution strictly follows the academic calendar for planning and conducting all activities, including Continuous Internal Evaluation (CIE). The academic calendar is prepared at the beginning of each academic year in alignment with university guidelines and shared with all stakeholders, including students and faculty. It outlines the schedule for academic sessions, internal assessments, practical exams, and co-curricular activities to ensure systematic execution.

Continuous Internal Evaluation (CIE) is conducted as per the calendar to monitor and enhance students' academic performance. The CIE framework includes various components like class tests, assignments, quizzes, project work, presentations, and practical

evaluations, ensuring a comprehensive assessment of students' learning. Faculty members communicate the schedule and evaluation criteria well in advance, enabling students to prepare effectively.

Regular monitoring and timely feedback are integral to the CIE process. The results of internal evaluations are recorded and discussed with students to identify areas for improvement. This ensures transparency and fosters a culture of academic excellence.

The adherence to the academic calendar not only maintains discipline but also ensures uniformity and timely completion of all academic and evaluative processes, thereby promoting an efficient and student-centric learning environment.

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

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

24

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

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

5

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

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

184

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

184

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Hiralal Bhakat College, affiliated with the University of Burdwan, integrates crosscutting themes like professional ethics, gender, human values, environment, and sustainability into its curriculum, co-curricular, and extracurricular activities. The college fosters a harmonious campus environment while instilling universal, moral, and ethical values in students. Environmental awareness is emphasized through mandatory Environmental Science courses and active observation of days like World Earth Day, World Water Day, and World Environment Day. Students, including NSS volunteers, participate in tree plantation and cleanliness drives to promote sustainability.

The curriculum includes diverse courses addressing gender and social issues. Political Science and History focus on topics such as women's rights, gender education, and social justice. Philosophy, English, and Geography courses also explore human rights, empowerment, and environmental themes. Generic Elective and Honours Courses like Women Studies in India, Social Geography, and Philosophy of Human Rights further reinforce these values.

Through these efforts, the college ensures students are groomed as responsible citizens with a strong sense of ethics and environmental consciousness, highlighting its commitment to holistic education and sustainability.

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

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

6

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

Nil

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.hbcnht.in/feedback.php

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

3012

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

909

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Our institutions and several departments of this institution have already taken various initiatives to assess the student's learning level. After identifying advanced and slow learners, we use

different strategies to improve their levels.

Based on active participation in classes, class tests and various other activities, we identify slow learners and their weaknesses. For slow learners, we have taken the following strategies-

- Special classes are arranged for them.
- Departments arrange doubt-clearing classes.
- Teachers give some special attention to them to improve their knowledge.
- Motivational classes are arranged to motivate them.

The following techniques are adopted for advanced learners:

- To organise departmental seminars to encourage their interest.
- To inspire them to participate in inter-college competitions.
- Class teachers give some complex assignments to solve at home.
- Teachers use modern teaching methods instead of traditional teaching methods.
- Subjective quiz competitions are conducted during the class.

Some departments organise study tours for both advanced and slow learners for gathering some new knowledge about their subject.

Our institution always tries to increase their knowledge through which they can become a good and successful citizen in this country.

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

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

Number of Students	Number of Teachers
4991	57

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem

solving methodologies are used for enhancing learning experiences

Hiralal Bhakat College uses some modern methods besides the traditional methods of the teaching process to improve our students' knowledge. The chalk-talk method is one of the oldest learning methods used in this college. Experiential learning, participative learning and problem-solving methods are also implemented in the teaching-learning process. Some departments like Geography, English, Bengali and History organized study tours, field studies, excursions and institutional visits for gaining practical knowledge. All the departments organized various types of seminars to share new and updated research work and knowledge among the students. Most of the students participate in these seminars. Our students participate in college magazine as well as a departmental magazine by providing new and unique work in the field of poems, stories and artistic activity. A large number of students participate in NCC and NSS which are involved in various types of social activities. Our students actively participate in inter and intra-college sports and various competitions through which they gain new information and knowledge. Every department takes the class test and provides assignments to the students on regular basis. Our teachers take some extra classes beyond the class routine for the betterment of our students. We provide remedial classes and doubt-clearing classes to solve their doubt.

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

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

Nowadays technology is used in every field of society. Our college and its various departments use ICT in the teaching-learning process besides the traditional process of teaching-learning process. We have separate computer laboratories for the computer science department and geography department and have 4 smart classrooms for the modern teaching-learning process. Most of the teachers prepare PPTs for taking their classes through smart classrooms. Teachers use pdf besides traditional books at the time of taking classes. Every department has created a WhatsApp group for every semester to communicate with students and share notes and information regarding their subjects. Our library has some computers for the use of students' learning process. Beyond the normal class routine,

teachers take online classes through Google Meet, Google Classroom and Zoom apps. Students are taught about the uses of Google in the improvement of their knowledge. Sometimes teachers inspire students to make PPTs and give presentations in front of other students and teachers. The college has taken an INFLIBNET subscription which is used by the students and teachers to prepare class notes and know the updated news regarding the subjects.

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

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

2.3.3.1 - Number of mentors

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

2.4 - Teacher Profile and Quality

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

57

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

20

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

410

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

2.5 - Evaluation Process and Reforms

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

Hiralal Bhakat College is affiliated with The University of Burdwan and follows all rules and regulations of UGC. At the beginning of a new semester, we explain the details of the examination procedure. All the courses offered by this college are followed by CBCS and NEP rules and regulations. Out of total marks, 20%of every subject is assessed by internal examination while the rest of the 80% is examined by external examination. The Internal Examination Committee conducted the internal examination properly. Departmental teachers set the question papers and evaluate the answer scripts. The semester-end final examination is conducted by The University of

Burdwan and the result is declared by the said university. If any students are not satisfied with his/her marks, he/she can review the paper. Our college always maintains transparency in conducting the internal examination. Instead of internal tests, some departments provide assignments and project works to their students which is examined by a group of teachers. All the notifications regarding the internal examination are displayed on the college notice board as well as the college website to maintain transparency.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

We, Hiralal Bhakat College conduct the internal examination of all subjects as per the rules and regulations of The University of Burdwan. Students are assessed through class tests, assignments and practical examinations. Internal examination routine is given to the college notice board and college website. After evaluating the answer scripts, teachers find out their errors and mistakes which are discussed with the students in the classroom. Internal examination marks' will be uploaded to the university portal within the period given by the university. The college has a Grievance Redressal Cell and Internal Examination Committee. Any grievance arises relating to internal examination is solved by the teachers or college authority as soon as possible. We maintain transparency in the process of internal examination. We take appropriate actions to solve the problem occurs during the internal examination process. We strictly follow the university's guidelines in case of answer script re-evaluation. Based on the grievance, we try to solve it within a few days through the appropriate authority.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

At present, Hiralal Bhakat College offers different courses as per CBCS and CCFUP. These courses are more flexible compared to the previous syllabus. Students have an opportunity to learn multiple subjects in their overall programme. At any point in time, students can easily enter and exit from their course.

Preparation of Course and Programme outcomes is necessary for this college. Programme outcomes and course outcomes are the synopsis of a complete programme. After discussing with all the departmental faculties, teachers prepare course and programme outcomes before starting any semester. Sometimes teachers are aware of their duties and responsibilities to cover all topics within the stipulated period.

Teachers must explain the programmes and course outcomes to the students at the beginning of the semester. They know about the syllabus and topics they will learn in the particular courses. It makes some interest to the students. PO and CO help a lot to the teachers when a new subject is introduced in a course. Through the PO and CO, students can know what they will learn during their programme. Teachers clear all the doubts that come to the minds of students during the class.

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

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

Evaluation of the programme outcomes and course outcomes is compulsory for this college. After preparation of Pos and Cos, teachers must explain and communicate with the students. All the departments have taken some effective and efficient strategies to evaluate the programme and course outcomes in every semester.

All the teachers always try to do something to improve students' quality and productivity and efficiency. Following different strategies are taken by the departments to evaluate the Pos and Cos:

- To conduct internal examination
- Provide individual assignments
- Semester end result

- Participation in seminars and conference
- Students' participation in social activities
- Students feedback reports
- Students' progression in higher education
- To attend various competitions

All the departments follow the above-mentioned strategies to evaluate the programme and course outcomes. Individual departments arrange meetings to discuss the students' progression and students' participation in different activities. Teachers take some extra care and responsibility for the slow learner and backward students.

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

2.6.3 - Pass percentage of Students during the year

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

338

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

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

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

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

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year****09**

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

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

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

08

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

18

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

The extension activities conducted in our college, such as tree plantation drives, awareness camps, rallies, and motivational sessions, played a vital role in sensitizing students to social and

environmental issues. And events like Pollution Control Day and Earth Day emphasized sustainable practices such as avoiding plastics and promoting greenery. Awareness programs such as the Free Thalassemia Detection and Eye Check-Up camps encouraged students to engage with health-related issues in their communities.

Participation in rallies for causes like Quit India Movement and World Tourism Day instilled a sense of patriotism, historical awareness, and global responsibility. Similarly, special days like Kargil Vijay Diwas and Independence Day cultivated national pride and leadership qualities through motivational lectures and drills.

Activities such as yoga sessions on International Yoga Day and cleaning drives for Youth Day promoted holistic development by encouraging physical, mental, and social well-being. Blood donation camps also taught students the value of compassion and service to humanity.

Through these initiatives, students were exposed to real-world challenges and develop critical thinking, teamwork, and a sense of responsibility. Overall, these activities fostered a balanced personality, making them socially aware and empathetic citizens capable of driving positive change.

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

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

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

0

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

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

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

16

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

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

1137

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

3.4 - Collaboration

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

0

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

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

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

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The College and its IQAC engage the Sub-Committees like IT Sub Committee, Routine Sub-Committee along with the Academic Committee in order to identify needs for a Wi-Fi enabled campus besides the inbuilt robust computer network with inter-communication systems of Emails, Google Drive and WhatsApp groups. Provisions in the financial budget were provided for purchasing computers and IT/sound systems. The purchase sub-committee followed necessary steps towards purchasing the required equipment viz., computer aids and desktop/laptops facilities and etc. The departmental teachers conducted their classes with the aid of their departmental laptops and some projectors and white screen boards (for a few departments). Their facilities are gradually increased. Prior to the current

academic session, sufficient arrangements have been made to develop the infrastructure and physical facilities for teaching-learning process. The Library and Laboratories have also been provided with good budgetary funds to purchase required books, equipments including furniture and to carry out their recurring revenue expenses. Though the development is going on but still to achieve the desired target and excellence more funds are required.

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

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

Cultural Activities: The institution has an adequate facilities for cultural activities like Rabindra Jayanti, Basentotsab, Baishe Shrabon, and Saraswati Puja etc. The college has a brick built stage to perform all such cultural activities. In 2023-2024, the College undertook programs in Students' Week Celebration from 02.01.24 to 08.01.2024 viz., cultural competition, prize-giving ceremony, "Sit and Draw", recitation, songs, Tabla and musical instrument playing, drama, plays, extempore etc.

Sports and games: Our College has a badminton court and a multi-gymnasium. Physical Education department arranged the Birbhum District Inter College Sports & Games championship - funded by the Education Directorate, Higher Education Dept., Govt. of West Bengal.

Gymnasium: The College has gym equipment in its Gymnasium (area of sq. ft.). At present, the students of the Physical education department, NSS, NCC and some teaching and non teaching staff are using the gymnasium. For sufficient maintenance of facilities, the college needs more funds.

Yoga centre: Inside the gym building, Yoga classes are organized as per B.U curriculum. There are 20 Yoga mats and 4 number of gym-ball for the use of the students to maintenance their physical balance and fitness.

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

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

9

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

160.21794

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

4.2 - Library as a Learning Resource

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

The Central Library of the college has played a pivotal role to foster the teaching-learning activities of the college at large. At present Central Library has a collection of more than 30,000 printed books and 10 printed journals of the Library. Not only these but there are rich reference collections as well as Braille Books for the blind users. Library uses College Management Software (CAMS) version 3.0 for managing its resources with Barcode enabled circulation system. Web OPAC search facilities are also available from this system. The Central Library provides the facility of BU Questions through its online web page 24*7 hrs basis. The library is having active member N-LIST consortium of INFLIBNET that provides 6000+ejournals and 799500+ e-books for members. The Central Library developed some of its infrastructural facilities out of the fund provided by P C Chandra Gyandhara Prakalpa. The library has a well decorated Reading-Space for students with free Wi-Fi facility. Separate library webpage is created on the college website to update happening and new activities of library regularly.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

C. Any 2 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

43020

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

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

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

50

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The institution has established a sub-committee called IT Sub Committee to oversee its IT facilities provided in the different departments and computer laboratories including the library. The subcommittee monitors on a monthly basis mostly and updates the facilities provided there with reference to regular system backups, dust cleaning, speed checking, anti-virus updates, system optimization, Wi-Fi upgrades, IP address maintenance, and physical LAN checking, and the overall institutional LAN mapping. The college has installed LAN with a high Configuration Server. Installation of server based local area network (LAN) facility to provide fast flow of data across computers, internet connection in departmental computers to browse study materials, research paper, etc.

The IT subcommittee starts initiative for making the Wi-Fi availability in the whole campus.

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

4.3.2 - Number of Computers

60

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

160.21794

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

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

The college has established systems and procedures for meticulous maintenance and upkeep of various facilities. A dedicated team of electricians, plumbers, sweepers, carpenters, and gardeners provide round-the-clock service to departments, classrooms, canteen, laboratories, and libraries. Fire extinguishers are regularly checked. Technical assistants hired from outside check, clean, calibrate, and maintain computers and peripherals. Building renovation, maintenance, and repairs are outsourced. Laboratory Assistants are responsible for maintaining the Science Department's laboratories and equipment. When purchasing equipment, it is always verified that the installation and maintenance costs are covered by the company that supplies the equipment. The majority of services and equipment are covered under annual maintenance contracts (AMCs). The AMC facility provides maintenance for generators, air conditioners, CCTV cameras, water purifiers, software, and so on. Every year, pest control is performed in the library to keep the books, journals, and archives secure.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1914

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

74

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

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

E. none of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

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

58

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

58

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

D. Any 1 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

14

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

4

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

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

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

Students are an important aspect of the college. Their participation in college administration and activities is necessary for honest governance, the promotion of academic culture, and the preservation of student interest. Students' representatives are often chosen through student elections; however the West Bengal government has recently prohibited student elections in order to prevent undesirable political meddling in the education system. However, the Hiralal Bhakat College authorities have incorporated student representation on the college's many administrative, cultural, and academic committees. Such bodies include the IQAC, Anti-Ragging Committee, Sports Committee, Grievance Redressal Cell, NSS/NCC Advisory Committee, and so on. In 2023-2024, students from several departments participated in the following activities: Organisation of Student Week and many other cultural activities such as celebration of Teachers' Day Organization of the Annual Fresher's Welcome ceremony & Annual Function. Celebration/ Observance of different commemorative days and events. Organization of Blood Donation Camp as a part of NSS units of the college. Assistance to the college authority to keep the campus green Conduct of the Annual Sports Meet.

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

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

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

2

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Hiralal Bhakat College, Nalhati, Birbhum, West Bengal, Alumni Association came into being on 30th day of November, 2023 by the alumni of Hiralal Bhakat College & it became a registered society as Hiralal Bhakat College Alumni Association under the Registration of Societies Act, XXVI, 1961 of the Govt. of West Bengal with the registration number 3/294/832/23. Since then it has been playing a important role in its concern for student's futures both in careers & life. The Alumni Association works for the overall development of students & the institution. Many alumni of the college have earned fame in their respective fields i.e., Education, Business, Politics, Judiciary, Agriculture, Sports, Literature & Social Work. The alumni members closely interact with each other & with current students on issues pertaining to their progression to higher education/employment and the development of the college. They share the challenges & opportunities available to the next generation and advise them in these areas. The alumni of the college keep contributing to the development of the institution by extending both financial & non-financial support.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision: Cultivation of a community of conscientious individuals rooted in integrity and accountability, who safeguard and celebrate our diverse cultural tapestry, uphold ethical principles, and cherish our moral heritage. Empowered with comprehensive professional skills, they become exemplary leaders in their respective spheres, driving positive transformation and sustainable development in our semi-urban landscape and beyond.

Mission: 1. Providing comprehensive ethical education and skill-building programs to individuals, fostering a strong foundation in integrity, accountability, and cultural appreciation. 2. Facilitating community events, workshops, and initiatives that celebrate our diverse cultural heritage, foster understanding, respect, and unity among residents. 3. Establishment of mentorship programs and leadership development initiatives which empower individuals to become exemplary leaders in various fields, equipped with ethical principles and professional skills. 4. Promotion of sustainable practices and innovative solutions within our semiurban landscape by fostering environmental stewardship and resilience in the face of challenges. 5. Engagement in meaningful community service projects and social impact initiatives that address local needs, promote inclusivity, and contribute to the wellbeing of all residents. 6. Fostering partnerships and collaborations with like-minded organizations and individuals nationally, amplifying our impact and contributing to positive transformation on a broader

scale

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

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

Each and every quality policy and plan of our college comes up through the Advisory Committees. There are twelve Advisory Committees along with the Finance Sub-Committee which have participation of all the three wings of college, namely Teachers, Non-Teaching Staff and Students. The Finance Sub-Committee, being a management-committee constituted following the Statute of the University of Burdwan, is having all its members elected or selected as members of the Governing Body, the highest administrative body of college. Each of these bodies has a convener, who is a Full-Time teacher of college. In consultation with the Principal/Teacher in Charge these conveners arrange meetings of these committees at regular Intervals. The resolutions of these meetings are placed in Governing Body meetings and are usually passed with little additions and alterations. The Governing Body usually accepts the advices of these committees as these advices come directly through a democratic process. The Principal/Teacher in Charge being the Chairperson of all of these committees remains as an integral component of all these advices, which become quality policies and plans of the Institution. The Faculty of college remains involved in this process either as Conveners of these committees or as the members of them. They play a major role in the process of the emergence of the policies and plans of the institution and all these policies are for placing the college on the track of steady progress towards a better tomorrow.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional perspective plan aligns with the vision and mission of the institution which are the constant driving factors for improving academic policies and strategies. It is effectively deployed on bringing quality improvements in the areas of: ? Curricular planning and implementation ? Enhancing Academic flexibility and capacity building ? Teaching-learning process ? Research, collaboration and extension activities ? Academic infrastructural facilities ? Student support activities and student progression ? Internal quality assurance system ? Governance, leadership and management At the beginning of the academic year, the college authority chalks out the strategic plan of events and activities which will support the growth and development in these key areas and at the end of the year, a review is taken about implementation and the outcomes of the perspective plans. One such broad area in which the Institutional perspectives and strategic plan has been successfully implemented is that of introduction of new courses and programs. This has been achieved through the deployment of Action Plan for the following initiatives: ? MOUs signed with other college for training and curriculum implementation ? New certificate courses are introduced keeping in mind their relevance and market needs.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	file:///C:/Users/princ/Downloads/6.2.1%20The%20institutional%20Strategic%20perspective%20plan%20is%20effectively%20deployed.pdf
Upload any additional information	View File

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

The elected Class-Representatives of each class are given an hour between 2.45 p.m. and 3.45 p.m. to meet the students of the respective class formally on each Wednesday, when both the NCC and the NSS wings of college perform their weekly activities and no academic activity is scheduled within that period. The Class-Representatives maintain a register each to prepare a list of the complaints and suggestions of the class, they are representing and whenever they have at least ten of them, they are given an appointment by the Teacher in Charge to discuss the issues and find solutions. This process does not only groom leadership at various

levels, but does also boost the confidence of the students for participating in the process of further betterment of college. The aspects, which come up through this process cover almost the entire arena of the usual function of college and work as a parallel platform of the Grievance Redressal Cell and Women's Cell of college. Along with the students the full-time teachers are also provided scope for leadership as the Headship of the departments rotates according to seniority at an interval of two years and as Heads the full-time teachers have to arrange Departmental Seminars and bring out Wall Magazines. Each of the academic departments and the essential units like college-library operate under specific leadership. The full-time teachers of each of the academic departments work as Heads of the respective departments rotationally and the library is headed by the Librarian.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

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

C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

In the institution staff welfare is given the most importance. In

connection with this, Existing welfare measure for teaching and non teaching staffs are:

1. Pay is revised from time to time as per the recommendations of UGC, Pay Commission/Pay Review Committee.
2. All staff members of the college are entitled to a 3% annual increment in their salary.
3. Promotion/Career Advancement Scheme gets implemented for all full time teachers as per guideline of UGC/Government of West Bengal.
4. Faculty members are encouraged to participate in Orientation Programmes, Refresher Courses, Short Term Courses, Workshops, Seminars.
5. All staff members get the benefit of the GPF.
6. Advance salary is provided to non-teaching staff members on the occasion of festivals like the Durga Puja and Eid.
7. All staff members of the college are entitled to medical allowance. There is also the provision of the West Bengal Health Scheme.
8. All employees are entitled to Casual Leave, Duty Leave, Medical Leave and Earned Leave.
9. There is a provision of Study Leave for research at doctoral and post doctoral level.
10. Drinking water facility is available to all employees and the College has its own water purification system with RO.

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

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

19

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

0

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

11

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

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

To maintain standards in higher education in accordance with the schedule of UGC Regulations, 2010, the college conducts an annual self-assessment for the Performance Based Appraisal System (PBAS) for both teaching and non-teaching staff. The IQAC creates an annual self-assessment proforma in accordance with its PBAS standards. The IQAC then verifies and assesses the completed proforma and any enclosures submitted by all college personnel. The report of the assessment of the individual staff is shared with the Principal, who informs the concerned staff of his/her performance and makes necessary suggestions for improvement. Such performance reports are considered when promoting both teaching and non-teaching professionals.

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

6.4 - Financial Management and Resource Mobilization

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

To maintain standards in higher education in accordance with the schedule of UGC Regulations, 2010, the college conducts an annual self-assessment for the Performance Based Appraisal System (PBAS)

for both teaching and non-teaching staff. The IQAC creates an annual self-assessment proforma in accordance with its PBAS standards. The IQAC then verifies and assesses the completed proforma and any enclosures submitted by all college personnel. The report of the assessment of the individual staff is shared with the Principal, who informs the concerned staff of his/her performance and makes necessary suggestions for improvement. Such performance reports are considered when promoting both teaching and non-teaching professionals. During the annual cultural function, the college administration also rewards and recognises staff members for their outstanding accomplishments in academic and administrative areas of operation.

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

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

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

1

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The college's governing body, principal, finance committee, and purchasing committee all work together to make the best use of the college's resources. Key resources:- Interest on Investment funds Students' fee collection Government Funds:- The institution is vigilant in mobilizing funds from various Government schemes, and has received funds from the State Government, Central Government funds such as RUSA fund. Non- Government Funds:- The institutional

leadership takes initiatives to mobilize various resources from Industries, generous alumni, parents, sponsors, well-wishers and philanthropists. Optimal Utilization of Resources: Hiralal Bhakat College has a well-defined procedure in place to ensure that available financial resources are utilised effectively and efficiently for the development of academic processes and infrastructure. Utilization of Resources is primarily for: Sports and cultural activities Student and staff support measure Software, Electricity & internet charges Library Resources ICT infrastructure Repair & maintenance work. Staff Salary Development of Physical Infrastructure. Introduction of innovative teaching-learning practices Conduct of Seminars/ workshops by Departments The mobilized funds are utilized according to the provisions of management and other funding agencies.

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

6.5 - Internal Quality Assurance System

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

Since its inception in 2007, IQAC of the college has made major contributions to the institutionalisation of quality assurance methodologies and processes. In the assessment year 2022-2023, the important contributions of IQAC in quality assurance and enhancement are: Conduct of regular audit Organization of good number of seminars/webinars/workshops in collaboration with other academic departments of the college to sensitize both teachers and students regarding various contemporary issues Signing of MOUs with many other higher education institutions Intense extension activities Introduction of student friendly teaching-learning methodologies Remarkable achievement in terms of academic and physical infrastructure

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

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

IQAC being the central body within the college monitors and reviews the teaching-learning process regularly. The IQAC has designed a structured feedback form on teacher's performance, curriculum and infrastructure. To review its teaching learning process, structures and methodologies of operations and learning outcomes Organizes different kinds of audits like academic audit, administrative audit, financial audit etc. Analyzes result-related data which are shared with the Principal who takes the necessary action for better performance. Departments are asked to submit daily records of academic activities at regular intervals. Teachers are asked to maintain an academic diary. Various creative actions and improvements were implemented in response to the feedback and audit reports received. Based on such reports, IQAC launched measures to improve ICT facilities and offer certificate courses.

File Description	Documents
Paste link for additional information	https://www.hbcnht.in/mou.php
Upload any additional information	View File

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The Institution has conducted a number of programmes on gender equity through the Women's Cell of the College which works entirely on gender issues. As a well-known educational establishment in the rural and predominantly agricultural belt, one of the College's goals is to give our female students a safe haven and an education that is both gender-sensitive and empowering. Seminars and several specific events aimed at promoting gender sensitization are held to raise knowledge of their rights. Some important measures include 1) exhibition cum sale of handmade art-pieces, and food items by our girl student, 2) an orientation programme on toilet cleanliness and menstrual health, 3) Kanyashree related training, 4) Observation of International Women's Day, 5) publication of wall magazine, 6) spreading awareness on sexual harassment by conducting movie show, 7) organizing drama to protest the ill-effects of patriarchal society, and 8) promoting financial empowerment in the 2023-2024 session to advance gender equity. Besides, arranging girls' common room, recruiting gateman, CCTV facilities, and constant counselling are examples of gender-friendly facilities available in the campus.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Solid and Liquid Management:

Every classroom and corridors are furnished with eco-friendly dustbins prepared by the students for waste paper deposition. Washroom and toilet effluents are released to the soak chambers connected with the respective buildings. The periodical cleaning of soak chambers are done. The liquid effluents are released to the inter-connected drainage system. Rain water drainage system is constructed within campus for preventing water logging. Separate bio-degradable and non-bio-degradable waste bins have been stalled for regular and systematic waste disposal.

Biomedical waste management: No biomedical toxic wastes are produced within the campus.

E-waste management: The E resources that become non functional are deemed to as surplus waste and are stored at a particular location as E-waste storage room. Needful arrangements and collaborations

with appropriate organizations that are well known for their well defined and scientific waste management strategies are still pending as the sequential protocol to implement such policies are still not fully achieved.

Waste recycling system: Our institution has no such waste water recycling system.

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

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

A. Any 4 or all of the above

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

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

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

The languages of Bengali, English, and Sanskrit are used as the medium of instruction for the subjects taught in those Departments. They encourage students to write creatively and to speak those languages when conversing. Seminars are organized to commemorate Antarjatic Matrihasha Dibas. By celebrating commemorative days like Independence Day, Republic Day, Youth Day, and Netaji's birthday, the institution's NCC units emphasise the values of religious tolerance and communal harmony as upheld by these inspiring figures. Additionally, the Cultural Sub Committee boasts an inclusive environment by arranging Basonto Utsab in the College campus. The Women's Cell, Nature's Club, NCC, and NSS perform community tasks essential to foster an inclusive atmosphere. Every year, activities like the sports, freshers' welcome farewell are planned. Students from all backgrounds are invited to participate in these events to promote a positive environment free from discrimination. Educational excursions are arranged by the departments of Geography, English and others to familiarise students with the many socio-economic and cultural customs across our nation.

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

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

Our country's future lies with its students. They are the actual strength that facilitates a nation to flourish. Any educational institution has the obligation to arrange this strength so that each constituent unit can: (i) stay focused on its function and aim; (ii) reach its full potential; and (iii) strengthen its ability to handle the demands of the nation. The main objectives of this mission are acceptability, accountability, and responsibility. The institution organizes several types of programmes to sensitize students and employees. Of the institution to the constitutional obligations, such as, •Inculcating Democratic Value: Celebration of Teachers' Day, Basanta Utsab, Field Study, publication of wall magazine, students' seminar •Building National values: Celebration of Independence Day, Republic Day, Constitution Day •Inculcating scientific values: Celebration of Science Day •Inculcating Social Values and responsibilities: Women's Day celebration, Gender awareness programme, Organizing rally, Cloth distribution among the marginalized, and Health Camp Generating environmental ethics: Plantation, and gardening by Nature's Club

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

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

By celebrating a number of national and international holidays, celebrations, and festivals, Hiralal Bhakat College presents a vibrant cultural image. Everybody who works at this institution actively participates in these annual celebrations. The session starts by celebrating National Youth Day, and Birthday of Netaji Subhas Chandra Bose by the NSS Unit of the College in the scheduled days in the College campus. Moreover, World Meteorological Day, World Planting Day, and World Water Day are celebrated for environmental importance. To pay values on health, the institution celebrates World AIDS Day, World Hepatitis Day, World Malaria Day, World Polio Day, World Tuberculosis Day, International Yoga Day and National Sports Day. The International Mother Language Day, World Philosophy Day, National Science Day and NCC Day are celebrated in the College keeping the academic importance of the days in mind. As the Independence Day, The Army Day, The National Flag Day, The Kargil Vijay Diwas, The Republic Day and The Voters' Day carry huge national importance, the College celebrates these days every year.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Developing Mental Health and Social Awareness for Current Generations in the Post-COVID Period :-During the COVID-19 pandemic and lockdown, adolescents experience short-term as well as long-term psychosocial and mental health issues. The case of our College students is not an exception. Numerous vulnerability factors, such as developmental stage, educational attainment, pre-existing mental health condition, socio-economic disadvantage, or confinement due to infection or fear of infection hugely affect the pupils. Such outreach activity is aimed at educating our students on essentials of mental wellbeing and social awareness in facing stressful situations in the pandemic era. An Initiative to Promote Financial Empowerment among the Students of the Institution It is very important to promote Gender Equity in the education system as Gender-equitable education systems empower girls and boys and promote the development of life skills, like self-management, communication, negotiation and critical thinking- that young people need to succeed. The Food and Handicraft stalls organized by the students in the Golden Jubilee are a perfect execution of perceiving financial empowerment by the students, especially girls. The students were introduced to an exercise of financial planning, savings, and expenditure providing them exposure to financial empowerment in the process of organizing this event.

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

7.3 - Institutional Distinctiveness

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

The devastations caused by the horrific pandemic of Covid2020 in the infrastructure and psyche of the institution and its stakeholders were still profound. However, the institution made some conscious efforts in bringing about constructive changes in the overall environment of the institution. In an attempt to revitalize the institutions' atmosphere following initiatives were taken: Financial empowerment programs were conducted for students where participation of girl's students took lead. They set up different food-stalls, handicraft-stalls; handmade ornament stalls etc for showcasing their creative skills which otherwise remains unnoticed at academic platforms. Cultural programs were organized with local cultural groups to extract out the cultural heritage of the local and

adjoining vicinity of the institution. Local schools were invited to participate and compete in different events and competitions of different art forms and scientific exhibitions. Health camps were organized for local people. Besides, mental health promoting initiatives as part of ongoing program were carried out throughout the session where several rounds of free counselling sessions were provided to students by mental health experts of reputed organization.

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

7.3.2 - Plan of action for the next academic year

1. Preparation of AQAR 2023-24 and obtaining sanction from Governing Body.

2 Curriculum Planning and Implementation:

1. Preparation of Departmental and Central Routine on Semester basis.

2. Objectives of the curriculum to be achieved by the departments and periodical reports are to be asked from the Departments for evaluation by IQAC Core Committee.

3. Academic Excellence:

1. Awareness about New Education Policy that will be introduced in the academic year 2023-24 and about the all departments shall be equipped about NEP through Academic sub-committee as per instructions from affiliating University from time to time.

2. Certification course in Computer Basics, automobile, refrigerator, air conditioner repairing to be implemented.

3. Value added courses or Add-on courses in each Department after sanction from affiliating University shall be introduced.

4. Curriculum Enrichment:

a) Sensitization programs on cross cutting issues like gender, environment, human values and ethics will be organized.

5. Feedback System: Feedback from current and outgoing and alumni to be obtained through Google form (online) and will be analyzed and necessary rectifications to be made, if required.

6. Teaching Learning process: a) Installation of ICT-enabled classrooms to the remaining department so that each department is equipped with at least one ICT enabled classroom.