



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution	BELDA COLLEGE
Name of the head of the Institution	DR. MANABENDRA MONDAL
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03229256221
Mobile no.	9474821951
Registered Email	mondalprincipal@yahoo.co.in
Alternate Email	principal@beldacollege.ac.in
Address	COLLEGE ROAD, BELDA, PASCHIM MEDINIPUR
City/Town	NARAYANGARH
State/UT	West Bengal
Pincode	721424

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	DR. ASIT PANDA
Phone no/Alternate Phone no.	03229255246
Mobile no.	9732554636
Registered Email	asitpanda23@rediffmail.com
Alternate Email	iqac@beldacollege.ac.in

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.beldacollege.ac.in/AQAR/AQAR2016-17.pdf
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4. Whether Academic Calendar prepared during the year

Yes

if yes, whether it is uploaded in the institutional website:
Weblink :

http://beldacollege.ac.in/page.aspx?page_id=1022

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	73.00	2006	21-May-2006	20-May-2011
2	B	2.75	2015	03-Mar-2015	02-Mar-2020

6. Date of Establishment of IQAC

22-Feb-2007

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
State Level Seminar on	22-Feb-2018	60

	1	
Organization of Administrative Training Programme for Office Staff on	10-May-2018 2	6
Outreach Programme- Nature Camp at Binodpur, 8/2 Deuli organized by Basundhara Eco-club.	25-Dec-2017 1	165
Special Winter Camp organized by NSS Units- Blood Donation Camp, Thelassemia Detection Camp etc.	08-Feb-2018 7	145
Introduction of PG course in Chemistry.	01-Jul-2017 730	20
Academic and Administrative Audit.	02-Jan-2018 3	80
Swach Bharat Abhiyan at the adopted village Ashrampara, Deuli Madhya Gram Panchayat.	01-May-2018 61	30
MOU with Bajkul Milani Mahavidyalay.	18-Aug-2017 1825	15
Introduction of Value Added Course on Computer Basics.	06-Sep-2017 90	15
Introduction of Certificate Course on GST and Income Tax.	07-Sep-2017 90	10
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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
Dept. of Economics/ Abdul Hai Mallick	MRP Grants	UGC	2017 730	66000
Dept. of Political Science/ Prof. Suchita Sen	MRP Grants	UGC	2017 730	50000
Dept. of Political Science/ Prof. Tuhin Kanti Das	MRP Grants	UGC	2017 730	55000

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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	6
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 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)	
Participation of Seven Faculty Members in Faculty Development Programme organized by various academic staff colleges.	
Introduction of one certificate course on GST and Income Tax and two value added courses on Computer Basics and Yoga.	
Purchase of one 100-125 KVA Green Generator.	
Appointment of one casual staff in each PG Department of the college.	
Organization of a Career Counselling Seminar on Students Progression: Challenges and Opportunities	
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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	Achievements/Outcomes
To introduce new certificate and value added courses.	One certificate course and two value added courses have been introduced in the Academic year.
To develop MIS modules available in the College.	The MIS modules available in the college develop with the use of Cloud Based Software provided by Affinity Infosoft, Kolkata
Organization of Remedial Coaching and Tutorial Coaching by the Departments.	Remedial and Tutorial Coaching are regularly conducted by the Departments.

Purchase of Reference Books and Journals for Central Library.	111 textbooks and 189 Reference Books have been procured. INFLIBNET membership is continued for e-Books and e-Journals.
Organization of an Educational Tour with subsidy for Staff and students.	Educational Tour is conducted to Amritsar and other parts of North India with subsidy for staff and students in the month of November.
To issue Salary slip to employees from College Office.	Salary slip is issued to employees from College Office.
To organize Green Audit and Energy Audit.	Green Audit and Energy Audit conducted on 10/01/2018 and 11/01/2018.
To organize career counselling programmes for students.	A seminar on "Student Progression: Challenges and Opportunities" was organized on 9th March, 2018.
To organize Intellectual Property Rights Programme.	A seminar on " Copyright Law and Law for Patenting" is organized on 28th April, 2018.
To introduce Biometric Attendance system for staff and Teacher to enhance punctuality and regularity.	Biometric Attendance system for staff and Teacher to enhance punctuality and regularity is introduced in the current Academic Session.
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body, BELDA COLLEGE	06-Oct-2018

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

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission

28-Feb-2018

17. Does the Institution have Management Information System ?

Yes

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

Several MIS Modules are used in the College for its proper functioning. The modules which are currently operational in the Institution include a) Online Admission Module b) Online fees collection c) Faculty Information

Management Module d) Students Data Management Module e) HRMS etc. With the help of such modules all Admission related works, Fees collection, Entrance Test, Preparation of Admit card, Mark sheet, Descriptive roll 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, Faculty and office staff. Collection of Feedback from the 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

Belda College is affiliated to Vidyasagar 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: 1.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. 2.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. 3.The Principal 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. 4.Departmental Heads conduct meeting before the commencement of classes with their respective faculty members for allocation of class and syllabus which, after approval in the DC Meeting, is communicated to the students. 5.Following the Syllabus allotted & class routine, respective teachers prepare their Annual Lesson/Teaching Plan and conduct their classes accordingly. Such records are maintained in the Teacher's Diary. Implementation of teaching/lesson plan is monitored by the IQAC. 6. Student's attendance records are maintained by the respective departments. 7.Teachers predominantly use the traditional method for teaching, i.e. chalk and talk, lecture method. However, other than the traditional method some teachers use ICT to enhance the teaching-learning experience. 8. Each department has its own Seminar Library for students and Faculty members. 8.Individual Faculty members also supplement their classroom teaching with special lectures, periodical lectures, seminars, project works, field visit, industrial visits and internships. 9. Continuous Evaluation through Class Tests, Mid-Term Examinations, Internal Assessment etc. are carried out to keep a track of the progress of the students. 10. After commencement of classes, teachers identify slow learners and advanced learners

through continuous evaluation like written class tests, viva-voce, 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. Advanced learners are provided with advanced study materials, guided to develop research aptitude, and prepare them for University and Competitive Examinations by making them solve previous year's question papers. 11. Activities like Quiz competitions, Debate, Student's Seminars, extempore speech competitions, poster/paper presentations, preparation of wall magazines etc. are regularly organized by various Departments with the objective of all-round development of the students. 12. Activities of the Departments are recorded, a separate activity file is maintained which is evaluated by the IQAC during Academic Audit. 13. Special care is taken to update the College Website and College Notice Board by the IQAC. 14. The Central Library is fully automated and has over more than 30,000 collection of printed books, with 15 printed periodicals including Journals & Magazines, e-books (more than 1 lakh) and e-journals (More than 6000) which can be accessed by students and members of staff.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
3 MONTHS CERTIFICATE COURSE IN GST AND INCOME TAX IN COLLABORATION WITH M.S. TREXIM AND MFGS PVT LTD	NA	07/09/2017	90	TAX ACCOUNTANT, TAX ANALYST, TAX ADVISOR, BUSINESS AND PROPERTY TAX CONSULTANT	FOCUSES ON ENHANCING THE TECHNICAL AND CONCEPTUAL SKILLS OF PR ACTIONERS. IT HIGHLIGHTS THE PROBLEM SOLVING SKILLS, COMMERCIAL AWARENESS SKILLS, NUMERACY SKILLS.

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MSc	MATHEMATICS	01/07/2017
MSc	PHYSICS	01/07/2017
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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
BSc	GEOGRAPHY	01/07/2017
BSc	ECONOMICS	01/07/2017

BSc	PHYSICS	01/07/2017
BSc	CHEMISTRY	01/07/2017
BSc	MATHEMATICS	01/07/2017
BSc	ZOOLOGY	01/07/2017
BSc	BOTANY	01/07/2017
BSc	NUTRITION	01/07/2017
BSc	PHYSIOLOGY	01/07/2017
BSc	COMPUTER SCIENCE	01/07/2017

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

	Certificate	Diploma Course
Number of Students	25	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
VALUE ADDED COURSE ON YOGA	09/09/2017	20
VALUE ADDED COURSE ON COMPUTER BASICS.	06/09/2017	15
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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	BENGALI HONOURS	64
BSc	GEOGRAPHY HONOURS	32
BSc	NUTRITION HONOURS	16
BSc	BOTANY HONOURS	110
BSc	ZOOLOGY HONOURS	66
MA	BENGALI	36
MA	ENGLISH	39
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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 academic year 2017-18, IQAC, Belda College sought feedback from Teachers, parents, alumni and students. We received feedback from a total of 56 Teachers, 320 alumni, 425 parents and 1355 students. The alumni were given a questionnaire consisting of 11 queries seeking to know their views on their Alma mater and how they would like to contribute to its upliftment. The parents were given a questionnaire consisting of 11 queries seeking to know their views on the facilities for study and extra-curricular activities, extension services etc. provided to their wards as well as on the progress their wards are making in life and in learning. As for the students, they were supplied with four questionnaires, one each for evaluation of teachers, library and administration, programme of teaching and curriculum, in addition to the questionnaire for student satisfaction survey. The students were asked to evaluate the teachers on the basis of their sincerity/commitment, regularity/punctuality, communication skills, use of ICT, coverage of syllabus. They were asked to evaluate the college administration and library facilities on the basis of the behaviour and timely service of the staff, availability of books/journals/newspapers, internet facilities, photocopy facilities, cleanliness of classrooms/toilets/canteen/reading rooms, quality of and access to drinking water/food etc. Teachers were asked to provide feedback on teaching facilities, availability of ICT for teaching, opportunity for self-development and research. The feedback received from alumni, students and their parents constitute an essential input in the decision-making process of the college going forward. Therefore, once the collection of feedback was over, a draft report was prepared providing a comprehensive account of all the responses received. This draft report was then discussed and analyzed by the IQAC and a final report was prepared along with main recommendations. The final report was shared with the Principal and the various administrative bodies functioning in the college, in particular, the College Governing Body, the apex administrative body of the Institute - for their cognizance and taking appropriate actions. The following are the recommendations made by IQAC on the basis of the feedback from Teachers, students, parents and alumni during 2017-18 and on which the Principal and the Governing Body agreed to initiate action from the following academic year, i.e. 2018-19 1) PG courses in chemistry, geography 2) More books in library for Commerce, Chemistry, Education. Mathematics, Music, Geography, Sanskrit etc. 3) More ICT enabled Classroom 4) Enhancement of security through installation of CCTV cameras in laboratory, library, corridor of each floor of each building 5) Appointment of guest teachers in the subjects of education, sociology, nutrition and computer science 6) Virtual Classroom 7) Strengthening of health Unit Placement Cell 8) More toilets in administrative building 9) College Annual Tour in North-Bengal in next year. 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	SANTALI	52	28	22
BA	EDUCATION	52	233	44
BA	MUSIC	40	19	11
BA	SOCIOLOGY	65	36	15
BA	PHILOSOPHY	85	102	52

BA	POLITICAL SCIENCE	77	49	20
BA	SANSKRIT	85	248	51
BA	HISTORY	134	155	88
BA	ENGLSIH	133	457	98
BA	BENGALI	137	632	122
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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
2017	4149	150	57	0	12

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	Numberof smart classrooms	E-resources and techniques used
96	72	58	9	4	15

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

[View File of E-resources and techniques used](#)

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: 1. To develop teacher-student relationship. 2. To encourage students to regularly attend class. 3. To boost up for better academic performance and progression. 4. To help them realize and explore their potentialities in both academic and non-academic areas. 5. To actively participate in different co-curricular and extra- curricular activities. 6. To reduce student drop-out rates. 7. To identify slow learners and to take necessary steps. 8. To inspire advanced learners. 9. To render equitable service to students. 10. To inculcate the ethics and values among them. 11. To promote personal and psychological well-being of students. 12. To help the students solve their problems in non-academic matters. The Institute has followed the suggestions made by the IQAC, Belda 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 40-45 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 40-45 mentees under his/her supervision. Mentoring classes are also reflected in the class routine. During regular mentoring classes, the mentors identify the strengths, weaknesses, opportunities and challenges of each of the mentees assigned under the mentors. FEATURES 1.

The mentoring system of Belda College is student-centric. 2. Mentors provide the mentoring Format which contains space for entering particulars like contact no, email id, photo, address, father's occupation, problems etc. 3. After collecting all necessary information, mentors are expected to offer guidance and counselling, as and when required. ACHIEVEMENTS: Need-Based remedial class has 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: 1. Minimization of student drop-out rates. 2. Introduction of Classes for slow learners and classes for advance learners. 3. Identification of students for Remedial Classes. 4. Improvement in students' attendance records. 5. Better academic and extracurricular performance.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4299	96	1 : 45

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
70	25	45	0	19

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
2017	1	Principal	Siksha Ratna by Govt. of West Bengal
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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	1st Yr Hons	Year	19/07/2018	03/12/2018
BA	2nd Yr Hons	Year	11/06/2018	30/10/2018
BA	3rd Yr Hons	Year	20/03/2018	31/05/2018
BA	1st Yr Gen	Year	26/07/2018	03/12/2018
BA	2nd Yr Gen	Year	20/06/2018	30/10/2018
BA	3rd Yr Gen	Year	29/03/2018	31/05/2018
BCom	1st Yr Hons	Year	19/07/2018	03/12/2018
BCom	2nd Yr Hons	Year	11/06/2018	30/10/2018
BCom	3rd Yr Hons	Year	20/03/2018	31/05/2018
BCom	1st Yr Gen	Year	26/07/2018	03/12/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

1. Students are made aware of the evaluation and assessment system in the induction programme. 2. Tutorials are conducted regularly and weekly for doubt clarification and assessing their performance. 3. Double evaluation has been introduced. 4. 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. 5. Students are encouraged to actively participate in seminar and workshop. 6. To enhance observation skill of the students field works are organized. 7. To develop their research aptitude, methodology based project work / dissertation and field reports are prepared. 8. Open Book tests are conducted. 9. In addition to Pre-Final Examinations prescribed by the Vidyasagar University, continuous evaluation in the form of class test, Internal Assessments are conducted regularly.

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

Belda College is affiliated to Vidyasagar University. The college prepares tentative Academic Calendar and Holiday List in compliance to the Academic Calendar given by the affiliating University prior to the commencement of Academic Session. Based on the Academic Calendar prepared, the college schedules its activities such as admission, teaching days and all its Examinations-Theory, Practical, Internal Assessments. As per the instructions of the affiliating University, B.A/B.Sc 1st year Honours and General classes commence from 2nd week of July 2017 and classes of B.A/B.Sc. 2nd and 3rd year Honours and general classes commence from 4th week of July 2017. Class tests are conducted after commencement of Honours classes, decided by the individual departments as per the Academic Calendar. The Class-Tests are undertaken to identify the students for remedial classes, slow learners and advanced learners. Abiding by the instructions of Vidyasagar University, 2 (two) internal assessments are scheduled for Honours courses and 1 (one) Internal Assessment for general courses. Theory and practical examinations for all classes of 1st year, 2nd year and 3rd year Honours and general courses were held as per the notice of Vidyasagar University during last week of March to last week of June, 2018. All Internal Assessment and Examinations of Post Graduate (Bengali, English, Physics and Mathematics) courses are conducted as per the schedule of Vidyasagar University.

2.6 – Student Performance and Learning Outcomes

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

http://beldacollege.ac.in/page.aspx?page_id=1161

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	64	62	96.88
ENGH	BA	ENGLISH HONS	82	78	95.12
GEOH	BA	GEOGRAPHY HONS	39	39	100
HISH	BA	HISTORY HONS	45	44	97.78
PHIH	BA	PHILOSOPHY HONS	26	19	73.08
PLSH	BA	POLITICAL SCIENCE HONS	11	11	100
ECOH	BA	ECONOMICS	2	2	100

		HONS			
SANH	BA	SANSKRIT HONS	27	27	100
MUSH	BA	MUSIC HONS	8	8	100
SOCH	BA	SOCIOLOGY HONS	10	10	100
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2.7 – Student Satisfaction Survey

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

http://www.beldacollege.ac.in/document/sub_page/20200311_102312.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	1095	Engineering Research Board (SERB), DST, New Delhi	5.67	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
SEMINAR ON COPYRIGHT LAW AND LAW FOR PATENTING	IQAC, BELDA COLLEGE	28/04/2018

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
ENERGY SAVING	BIMALA MANNA AND ANKITA MAHAPATRA	DEPARTMENT OF YOUTH SERVICE AND SPORTS, GOVT. OF WEST BENGAL	10/09/2017	DISTRICT STUDENT YOUTH SCIENCE FAIR, 2017
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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
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International

2	0	0
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3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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	Bengali	1	0
National	English	2	0
National	Philosophy	1	0
National	Chemistry	2	0
International	Mathematics	7	0
International	Physical Education	2	0
International	Philosophy	2	0
International	Zoology	1	0
International	Physics	1	0
View File			

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
Political Science	1
Political Science	1
Zoology	1
View File	

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
Narimukti Abohe Bankim Samakalin Uponyas	Bandana Chatteropadhyay	Amar Rupashi Bangla ISSN 2349-8714, Page No. 106	2017	0	Belda College	0
b-generalized derivations on multilinear polynomials in prime rings	B. Dhara	Bull. Korean Math. Soc., 55 (2) (2018), 573-586 Impact	2018	0	Belda College	0

		Factor 2016: 0.375				
Some theorems of commutativity on semiprime rings with mappings	S. K. Tiwari, R. K. Sharma, B. Dhara	Southeast Asian Bull. Math. 42 (2) (2018), 279-292	2018	0	Belda College	4
Some identities involving multiplicative generalized derivations in prime and semiprime rings	B. Dhara, M. R. Mozumder	Boletim da Sociedade Paranaense de Matemática 36 (1) (2018), 25-36	2018	0	Belda College	0
Generalized derivations acting on multilinear polynomials in prime rings	B. Dhara	Czech. Math. J. (Springer), 68 (1) (2018), 95-119, Impact Factor 2016: 0.364	2018	0	Belda College	2
Generalized derivations with power values in rings and Banach algebras	A. Ali, B. Dhara, S. Khan	Journal of Mathematical and Computational Science 7 (5) (2017), 912-926	2017	0	Belda College	0
Derivations vanishing on commutators with generalized derivations of order 2 in prime rings	S. K. Tiwari, R. K. Sharma, B. Dhara	Communications in Algebra (Taylor Francis), 45 (8) (2017), 3542-3554, Impact Factor 2016: 0.429	2017	0	Belda College	0
Doubly Marginalized: A Study of the Representation	Asit Panda	Middle Flight (UGC-Approved National Level Book	2017	0	Belda College	0

of Dalit Woman in Sunil Kumar Das's "Dhani Bauri Gets 'Salvation'		Reviewed Journal) Vol. 6, No. 1 (Nov. 2017), 211-218, (ISSN 2319-7684)				
Re-conceptualizing Ritual Theatre: Wole Soyinka's Tragic Vision	Asit Panda	Litscape (UGC-Approved Peer-Reviewed Refereed Journal) Vol. 10, No. 1 (November 2017), 98-105 (ISSN 0976-9064)	2017	0	Belda College	0
Effect of twelve week yoga programme on type-ii diabetes mellitus	Deepak Pawsan	International Journal of Physiology, Nutrition Physical Education, Vol. 2, Issue 2, Part A, Page 07-12, 2017 UGC APPROVED ISSN: 2456-0057	2017	0	Belda College	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	4	1	184	45
Presented papers	4	0	20	0

Resource persons	0	0	16	6
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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
OUTREACH PROGRAMME (Nature Camp)	Basundhara Eco Club	8	152
International Yoga Day	National Service Scheme (NSS) Unit- I,II and III and NCC	6	252
Aranya Saptaha	National Service Scheme (NSS) Unit- I,II andIII and Basundhara Eco Club	5	350
EXTENSION ACTIVITY- Awareness rally - World AIDS Day	National Service Scheme (NSS) Unit- I,II and III	5	150
National Service Scheme (NSS) Unit- I,II and III IN collaboration with Binodpur GP, Choto Mahhamadpur GP, Deuli madhya GP - Ashram para	National Service Scheme (NSS) Unit- I,II and III	27	103
EXTENSION ACTIVITY- Plantation Programme	National Service Scheme (NSS) Unit- I,II and III IN collaboration with Binodpur GP, Choto Mahhamadpur GP, Deuli madhya GP - Ashram para	20	53
One Day College level Seminar on Women Empowerment and Societal Development	Dept. of Geography, and Women's Cell, Belda College	19	80
International Women's Day Celebration	WOMENS CELL and NATIONAL SERVICE SCHEME (NSS) UNIT- I,II and III	4	21
One Day Special Lecture Programme on "Representation of Women in Visual and Print Media in	Dept of Political Science and IQAC, Belda College	5	80

the 21st century”			
Two Day Regional level Workshop on 'Revisiting Vishaka guidelines: Sexual Harassment of Women at Workplace'	IQAC and WOMENS CELL	3	72
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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
COMMUNITY SERVICES THROUGH PLANTATION	RECOGNITION	BINODPUR GRAM PANCHAYAT, CHOTO MAHAMADPUR GRAM PANCHAYAT and DEULI MADHYA GRAM PANCHAYAT	245
COMMUNITY SERVICES THROUGH HEALTH AND HYGIENE	RECOGNITION	BINODPUR GRAM PANCHAYAT, CHOTO MAHAMADPUR GRAM PANCHAYAT and DEULI MADHYA GRAM PANCHAYAT	275
CULTURAL PROGRAMME	AWARD	LAUDUNGRI ADIBASI LOKSANSKRITI MELA	15
COLLEGE LEVEL CULTURAL TALENT SEARCH COMPETITION	AWARD	BELDA CULTURAL ASSOCIATION	10
NSS PRE REPUBLIC DAY PARADE CAMP, DELHI	RECOGNITION FOR PARTICIPATION	MINISTRY OF YOUTH AFFAIRS, GOVT. OF INDIA	2
SWACHHA BHARAT ABHIYAN	RECOGNITION	MINISTRY OF YOUTH AFFAIRS AND SPORTS, GOVT. OF INDIA	55
CATC CAMP NO.-1	AWARD	MINISTRY OF YOUTH AFFAIRS AND SPORTS, GOVT. OF INDIA and GOVT. OF WEST BENGAL	35
CATC CAMP NO.-2	AWARD	MINISTRY OF YOUTH AFFAIRS AND SPORTS, GOVT. OF INDIA and GOVT. OF WEST BENGAL	45
CATC CAMP NO.-3	AWARD	MINISTRY OF YOUTH AFFAIRS AND SPORTS, GOVT. OF INDIA and GOVT. OF WEST BENGAL	48
CATC CAMP NO.-4	AWARD	MINISTRY OF YOUTH AFFAIRS AND SPORTS	47

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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
OUTREACH PROGRAMME (Nature Camp)	Basundhara Eco Club	International Yoga Day	8	152
EXTENSION ACTIVITY	National Service Scheme (NSS) Unit-I,II, III and NCC	Aranya Saptaha	6	252
EXTENSION ACTIVITY	National Service Scheme (NSS) Unit-I,II, III and Basundhara Eco Club	EXTENSION ACTIVITY-Awareness Rally World AIDS Day	5	350
EXTENSION ACTIVITY	National Service Scheme (NSS) Unit-I,II and III	EXTENSION ACTIVITY- Blood Donation Camp	5	150
EXTENSION ACTIVITY	National Service Scheme (NSS) Unit-I,II and III	EXTENSION ACTIVITY- Plantation Programme	27	103
EXTENSION ACTIVITY	National Service Scheme (NSS) Unit-I,II and III IN collaboration with Binodpur GP, Choto Mahhadpur GP, Deuli madhya GP - Ashram para	One Day College level Seminar on Women Empowerment and Societal Development	20	53
Awareness Programme on Women Empowerment	Dept. of Geography, and Women's Cell, Belda College	One Day Cultural event on the theme Transforming Women's Lives.	19	80
Awareness Programme on Women Empowerment	National Service Scheme (NSS) Unit-I,II and III	Celebrating International Women's Day. One Day Cultural event on the theme Transforming	4	21

		Women's Lives.		
Awareness Programme on Women Empowerment	Dept of Political Science and IQAC, Belda College	One Day Special Lecture on 'POCSO: For a safer Future of Children'	5	80
Awareness Programme on Legal Empowerment of women	IQAC and WOMENS CELL	One Day Special Lecture Programme on Empowering Differently-Abled Women	3	72
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Faculty exchange, Student exchange	9	Belda College and Bajkul Milani Mahavidyalay	4
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
JOB TRAINNING PARTNER	JOB TRAINNING AND INTERNSHIP FOR COMMERCE STUDENTS	NAVEEN BISCUITS PVT. LTD.	12/01/2018	18/01/2018	10
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
BAJKUL MILANI MAHAVIDYALAY	18/08/2017	Faculty exchange, Student exchange, Research	15
M S TREXIM MFGS PVT LTD	18/08/2017	JOB TRAINNING	10
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
40	33.59

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added

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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
SOUL	Fully	2.0	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	9735	1542314	111	31792	9846	1574106
Reference Books	17786	2774140	189	54135	17975	2828275
e-Books	12000	20000	0	5900	12000	25900
Journals	10	7180	3	5180	13	12360
e-Journals	5500	20000	0	5900	5500	25900

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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
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co	Computer	Internet	Browsing	Computer	Office	Departme	Available	Others
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	computers	Lab		centers	Centers		nts	Bandwidth (MBPS/GBPS)	
Existing	110	32	53	9	16	11	39	20	3
Added	19	0	10	1	2	1	15	30	0
Total	129	32	63	10	18	12	54	50	3

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

50 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
Lecture Capturing System	https://youtu.be/sCfsv0UzFBI

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
15	11.31	25	22.28

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)

1. The College takes adequate care for proper maintenance and utilization of its physical, academic and support facilities. 2. A dedicated team of electrician, plumber, sweepers, carpenters and gardeners provide round the clock service to Departments, Hostels, Classrooms, Canteen, Laboratories and Library. 3. The Building Subcommittee ensures proper maintenance of the buildings. 4. Whenever required, computers and peripherals are checked, cleaned, calibrated and maintained by the technical assistants hired from outside. 5. The Laboratory Assistants take care of the Laboratories and equipment of the Science Departments. 6. In Post Graduate Departments, there are Casual Staff who keep the Classrooms and Office clean and well maintained. 7. While purchasing an equipment, 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 equipment. The AMC facility includes maintenance of Generator, AC Machines, CCTV Cameras. Water Purifiers, Software etc. 8. The campus of the College is well protected by surveillance Cameras. For the maintenance of Computers, one dedicated private organization offers service.

http://beldacollege.ac.in/page.aspx?page_id=1188

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	Concession in Tuition Fees	483	412300

Financial Support from Other Sources			
a) National	Various Govt. and Private Schemes	1796	24182100
b) International	0	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Two Days Computer Training	14/09/2017	22	Department of BVoc (Software Development)
Remedial Coaching	03/08/2017	985	Departmentwise
Yoga Meditation	27/07/2017	245	NSS and NCC Unit, Belda College
Mentoring	04/08/2017	4299	Teacher-wise mentoring
Personal Counselling	22/08/2017	77	Psychological Counselling Cell, Belda College.
Language Lab	07/08/2017	51	Department of English
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2017	Combined Comprehensive Preparatory Coaching	132	246	61	22
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
6	6	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations	Number of students	Number of students placed	Name of organizations	Number of students	Number of students placed

visited	participated		visited	participated	
NA	0	0	NA	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	24	B.A. General	B.A.	Vidyasagar University, Netaji Subhas Open University, Rabindra Bharati University.	M.A. and B.Ed.
2018	34	B.A. Honours.	English	Vidyasagar University, , Belda College, Bilaspur University, Medi nipur City College, Netaji Subhas Open University.	M.A. and B.Ed.
2018	5	B.A. Honours.	Sociology	Vidyasagar University, , Belda College, Guru Ghasidas University, Bilaspur, Netaji Subhas Open University, Rabindra Bharati University, .	M.A. and B.Ed.
2018	4	B.A. Honours.	Music	Rabindra Bharati University, and Vidyasagar University	M.A. and B.Ed.
2018	21	B.A. Honours.	History	Vidyasagar University, , Belda College, Guru Ghasidas University,	M.A. and B.Ed.

				Bilaspur, Netaji Subhas Open University, Rabindra Bharati University, .	
2018	10	B.Sc. Honours	Chemistry	Presidency University, Vidyasagar University ,Guru Ghasidas University, Bilaspur,	M.Sc.and B.Ed.
2018	5	B.Sc. Honours	Physics	Vidyasagar University ,Guru Ghasidas University, Bilaspur.	M.Sc.and B.Ed.
2018	4	B.Sc. Honours	Mathematics	Vidyasagar University, Burdwan University, Sidho-Kanho- Birsha Univesity	M.Sc.and B.Ed.
2018	6	B.Sc. Honours	Nutrition	Vidyasagar University.	M.Sc.and B.Ed.
2018	14	B.A. Honours.	Sanskrit	Rabindra Bharati University, Calcutta University, Vidyasagar University, Netaji Subhas Open University,	M.A. and B.Ed.
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	2
SET	1
Any Other	19
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants

Kho-kho	All India Inter University	2
Yogasana	All India Inter University	2
Kho-kho	University meet	2
Kho-Kho	Inter-College	18
Kabaddi	Inter-College	24
Athletic	Inter-College	8
Rabindra Sangeet	State Level	8
Nazrul Geeti	State Level	1
Badminton	Non-Government meet	5
Athletic	Non-Government meet	8
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	NA	National	0	0	NA	0
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Belda College has a democratically elected and well functional Students' Council. Students of the College have their representations in Governing Body, IQAC, Admission Committee, Hostel Committee, Library Committee, Cultural Committee and many other Academic and Administrative committees which take part in decision making in various 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 construction of road and rooms and arrangement of drinking water under the Govt. Project 'Sajal Dhara'. The Students' Council along with the College Administration has actively solved many problems of the students like concession, admission, examination etc. Freshers' Welcome Ceremony, Rakhsa Bandhan, Annual Tour, Annual Function, Cultural Competition, Annual Sports, Saraswati Puja etc. are jointly organized by Students' Council and College Management. Students' Council actively collaborated with the NCC and NSS units in organizing and conducting programmes like Tree Plantation, Swach Bharat Abhiyan, Blood Donation Camp etc. In the Annual Sports many team and individual events were conducted and the winners were given mementos and trophies. Breakfast and lunch for staff and students were also provided. The main event of attraction was a friendly cricket match between Faculty Members and the Students of the College. Thus, the Students' Council has an active participation along with the College Management for enhancing the name of the Institution.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Introduction: Former students of Belda College are now engaged in different jobs like Scientists, Writers, Managers, Entrepreneurs, Professors, Politicians, Teachers etc. Some of the former students of the College with some Faculty members formed an Association to bring the former students together on a single platform and improve the quality of Institution. The Association supports new alumni, and provides a forum to form new friendships. The Alumni Association conducts regular meetings wherein the members freely and closely interact with each other. Their ideas and suggestions provided through Feedback are duly recognized and implemented by the College Administration. Objectives: 1. To bring all the old students and the faculty members of Belda College to share their experiences with each other. 2. To utilize the rich experiences of the old students of the College for the benefit and progress of the present students. 3. To provide guidance to the present students in their endeavour for better employment and higher studies. 4. To organize Campus Placements through the old students working in reputed industries in State and National level. 5. To contribute the Overall Development of the College. 6. To arrange seminars, debates, cultural and social welfare programs. 7. To provide financial assistance to the poor students.

5.4.2 – No. of enrolled Alumni:

314

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

107000

5.4.4 – Meetings/activities organized by Alumni Association :

Meetings : Two meetings per year Activities: 1. Annual Reunion 2. Creation of fund for poor student 3. Arrangement of free coaching for competitive examination 4. Arrangement of Eye check up camp. 5. Organized Plantation Programme 6. Arrangement of blood donation camp

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 2017-2018 are as follows: 1. Organization of Freshers Welcome Ceremony: In the Academic Session 2017-2018, our College, like every year organized the Nabin Baran Utsav or Freshers Welcome Ceremony 2017, in the month of September, 2017. For this purpose the College authority in consultation with IQAC constituted a committee comprising student representatives from the 2nd year, 3rd year of under-graduate and 2nd year of post-graduate courses, senior teachers and office staff well before the date of organizing the Freshers Welcome ceremony. The function of the committee was to look after the smooth conduct of the event. The event was well organized with the ceremony of welcoming the newly admitted students by the senior students along with the cultural programme. The active participation of all students, teachers and office staff made the event a very successful one. This shows one of the best practices of decentralization and participative management in the College. 2.

Smooth Conduct of VU Examination: In the Academic Session 2017-2018, the College for smooth conduct of Vidyasagr University B.A/B.Sc/B.Com Part-I, II III and B.Sc 1st and 2nd Semester CBCS 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 conducting 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)?

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	1. Online admission process continued through the use of Student Module of Office Management Software. 2. Merit List is published on College Website. 3. Reservation rules are strictly followed. 4. Admission is done on the basis of Merit. 5. For Admission rules and regulations of the Affiliating University and the Government of West-Bengal is thoroughly followed.
Industry Interaction / Collaboration	1. MoU has been signed with M S TREXIM MFSGS PVT LTD 2. In collaboration with M S TREXIM MFSGS PVT LTD a Certificate Course on GST and Income Tax by Department of Commerce has been introduced.
Human Resource Management	1. Computer training for both Teachers (12) and Office Staff (6) was organized. 2. Faculty members were motivated to participate in Faculty Development Programmes. 3. Use of Teachers Diary for Self-Appraisal of the Teachers. 4. Regular Seminars, Workshops are organized by the Institution for the enrichment of the Faculty members and students. 5. Keeping in mind about the fitness of members of Staff, the college has a well equipped Gymnasium with a qualified Instructor. 6. Psychological Counselling cell offers emotional support and strength to the members of staff and students when required. 7. Health Unit provides timely treatment to the staff and students when they feel unwell. 8. Anti- Ragging Committee and Grievance Redressal Cell offer timely support and assistance to the students and staff when required.
Library, ICT and Physical Infrastructure / Instrumentation	1. The Central Library is fully automated with the installation of SOUL 2 - Integrated Library Management software. 2. Library offers access to e- journals and e-books to its students and members of staff through INFLIBNET. 3. Library users avail OPAC (Online

	<p>Public Access Catalogue) facility. 4. The college is equipped with ICT facilities, which includes Smart Classrooms. Departments have LCD Projectors along with Laptops for enhancing the Teaching-Learning process. 5. The internet bandwidth has been increased from 20 Mbps to 50 Mbps. 6. Construction of the 2nd floor of the G Plus 5 Building was initiated to cater to the needs of the students.</p>
<p>Research and Development</p>	<p>1. Meetings of Research Committee are regularly held. 2. Teachers are encouraged to present papers in Seminars or Research proposals to Funding Agencies. 3. Teachers are encouraged to pursue Ph.D works. 4. A few Teachers were provided seed money and incentives for recognition/award, getting Ph.D. award and presentation of paper in Seminars and Workshops (4 Teachers).</p>
<p>Examination and Evaluation</p>	<p>1. The examination and evaluation process is guided by the rules and regulations of the affiliating University. However, for assessing the progress of the learners, the College takes help of Internal Assessment, Students Seminar, Field Study etc. 2. Double Evaluation was introduced in case of Internal Examination. 3. The College has set up a separate Examination Cell for Post- Graduate Departments. 4. 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. 5. The teachers of the College are actively engaged in evaluation process of the University as Paper setters, Examiners, Head-Examiners, Reviewers, Moderators etc.</p>
<p>Teaching and Learning</p>	<p>1. Workshops, Seminars and regular use of ICT in classroom contribute to the enhancement of Teaching-Learning experience in the College. 2. Lectures on Ethics and Morality are regularly arranged. 3. Systematic monitoring, planning and regular evaluation of students are the special features of the Teaching-Learning process prevalent in the College. 4. Tutorial classes and remedial coaching are provided to the slow-learners while advanced-learners are supplied with advanced study materials. 5. The Faculty members are</p>

	<p>encouraged to update their knowledge through their participation in Seminars and Conferences. They are also encouraged to pursue Research work. 6. Depending on the performance of the students in class-test, the drawbacks of the students are identified and suggestions are given for improvement. 7.The College focuses on experiential and participative learning. 8. The College also provides scopes for study to the Aged persons of the neighbourhood by running Distance Education Study Centre of V.U and NSOU.</p>
Curriculum Development	<p>As the College is affiliated to Vidyasagar University, there is very little scope for Curriculum Development from the part of the College and the College implements the curriculum designed by the University. 1.Senior faculty members who are part of the Undergraduate Board of Studies of the Affiliating University or Post Graduate Board of Studies of the College function for Curriculum Development through their participation in Workshops organized by the University for revision and restructuring of the Curriculum. 2.The College includes field work, industrial visit and educational excursion at both undergraduate and post-graduate levels to enrich the curriculum. 3.Different departments offer Add-on courses, the syllabus of which are designed by the Faculty members of the College. 4.Teachers try to enrich the curriculum by involving the students in project work, group discussions, Students Seminar, Wall Magazine preparation etc. 5. The College has introduced Academic mentoring.</p>

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

E-governance area	Details
Examination	<p>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-</p>

	generated mark sheets are taken out. E-mark sheets are preserved in the cloud. Mark sheets are generated electronically in the college.
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. Tally erp is used for maintaining the expenses and accounts of the college. .
Finance and Accounts	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
Student Admission and Support	'Office Module' software is used during admission procedures of UG and PG Courses. Students fees collection, maintenance of student's profile, creation of Admit card for PG entrance test, printing of mark sheets are done through the use of software. Students Merit List is prepared by software and published on website. Data verification for all kinds of scholarships under schemes like Kanyashree/SC/ST/minority is done online.

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
2017	Dr. Asit Panda	Two Day International Seminar on 150 th Birth Anniversary of Sister Nivedita : The- Then Perspectives	NA	1500

		and the present Perspective in India, A Comparison, organized by the Department of Education, Jadavpur University, 27th -28th October, 2017		
2017	Dr. Lipika Mondal	Two Day International Seminar on 150 th Birth Anniversary of Sister Nivedita : The- Then Perspectives and the present Perspective in India, A Comparision, organized by the Department of Education, Jadavpur University, 27th -28th October, 2017	NA	1500
2018	Prof. Shib Sankar Jana	Research and Innovation In Finance ICRIF-2018, Department of Commerce, Vidyasagar University	NA	1500
2017	Dr. Deepak Paswan	International Congress on Global Innovation and Research in Education, Sports Science and Yoga, organised by Department of Physical Education, Seba Bharati Mahavidyalaya, Kapgari, Jhargram.	NA	1500
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teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Use of PPT in Teaching Learning	NA	03/01/2018	04/01/2018	12	0
2018	NA	Training Programme on MS Office Package (MS word, MS Excel, MS Power Point, Internet Access), Online Form Fill-up system	10/05/2018	11/05/2018	0	6

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Programme, North Bengal University	1	05/06/2018	02/07/2018	28
UGC sponsored 109th Orientation Programme conducted by UGC-HRDC University of Burdwan	1	15/02/2018	14/03/2018	28
UGC-Sponsored Orientation Programme, Jadavpur University	1	05/02/2018	06/03/2018	28
Refresher Course Academic Staff College, INIPE, Gwalior	1	07/11/2017	27/11/2017	21

Winter School	1	06/11/2017	25/11/2017	21
Department of Bio-Technology (DBT), Ministry of Science Technology, Govt. of India Sponsored Short term training cum Refresher Course on "Application of Metagenomic and Proteomic approaches in the Crossroads of Biological Sciences" Conducted by De	1	25/10/2017	18/11/2017	21
UGC-Sponsored Orientation Programme conducted by UGC-HRDC, University of Calcutta	1	17/07/2017	12/08/2017	28
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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
GPF scheme, easy loan from Belda College Cooperative Credit Society, Quick PF Loan facility, First-aid/health check up, maternity leave, Medical leave/casual leave/compensatory leave, Free Annual Excursion, Sponsorship for presenting papers in seminars/conferences etc.	GPF scheme, easy loan from Belda College Cooperative Credit Society, Monetary Help for Children's Education and medical treatment, Puja Bonus, Puja Advance, Quick PF Loan facility, First-aid/health check up, maternity leave, Medical leave/casual leave/compensatory leave, Annual Excursion etc.	GPF scheme, easy loan from Belda College Cooperative Credit Society, Monetary Help for Children's Education and medical treatment, Puja Bonus, Puja Advance, Quick PF Loan facility, First-aid/health check up, maternity leave, Medical leave/casual leave/compensatory leave, Annual Excursion etc.

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, Bursar 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, resolution 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
Individual	25000	Development of Road inside Campus
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6.4.3 – Total corpus fund generated

5367693

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	No		Yes	Internal Audit Team formed by the Principal
Administrative	No		Yes	Internal Audit Team formed by the Principal

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)

1. Support staff are given training for the use of Computer. 2. For medical treatment support staff are provided financial assistance by the college. 3. They are trained to handle Online Admission process and new technology. 4. Puja Advance and Puja Bonus are given to them. 5. They are given subsidy for participation in Annual Tour.

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

1. Formation of new Governing Body. 2. Development of MIS Module 3. Introduction of Bio-metric Attendance System. 4. Creation of Teaching Posts in various subjects. 5. Introduction of new Certificate Course and Value-Added Course. 6. Introduction of Post Graduate Course in Physics and Chemistry.

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
2018	Career Counselling Programme: Seminar on Student Progression: Challenges and Opportunities	09/03/2018	09/03/2018	09/03/2018	110
2018	Seminar on Copyright Law and Law for Patenting	28/04/2018	28/04/2018	28/04/2018	45
2018	Gender Sensitization Programme: Seminar on "Necessity of Prohibition of Dowry and Prevention of Child Marriage".	20/04/2018	20/04/2018	20/04/2018	75
2018	Extension Activities-Swachh Bharat Summer Internship Programme	15/06/2018	15/06/2018	30/06/2018	30
2018	Feedback Collection and Analysis	01/03/2018	01/03/2018	30/05/2018	2156
2018	Academic and Administrative Audit	02/01/2018	02/01/2018	03/01/2018	78
2018	Training for Teachers	03/01/2018	03/01/2018	04/01/2018	6
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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
Two-Days Regional level Workshop on 'Revisiting Vishaka guidelines: Sexual Harassment of Women at Workplace' organized by Women's Cell and IQAC, Belda College.	25/11/2017	26/11/2017	64	35
One-Day Special Lecture Programme on "Representation of Women in Visual and Print Media in the 21st century" organized by the Dept of Political Science and IQAC, Belda College	30/01/2018	30/01/2018	42	31
International Women's Day Celebration One Day College level Seminar on Women Empowerment and Societal Development organized by the Dept. of Geography and Women's Cell, Belda College	08/03/2018	08/03/2018	70	60
One-Day Seminar on Necessity of Prohibition of Dowry and Prevention of Child Marriage organised by Womens Cell and IQAC, Belda College	20/04/2018	20/04/2018	64	28

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

• A One-Day State Level Seminar on Promotion of Environment Friendly Practices Necessity of Green Audit in HEIs has been organized by the IQAC Basundhara Eco-Club, Belda College on 22/02/2018. • 'Aranya Saptaha' week celebration from 14-21st July for carrying out plantation programmes and cleaning drives in adopted villages such as Ashram Para, Madhya Para and Deuli by NSS volunteers. • Regular and quality audit on environment, energy and waste management practices are carried out by the institution. • 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 and electricity. • Two Eco-friendly green generators are installed in the college campus to reduce carbon emission and noise pollution. • Vermin-composting procedure is used as biodegradable method for waste management treatment option. • The solar panels installed produce electricity to the tune of 7KWH X 300 days which equals to 2100 KWH per year. The percentage of power requirement met by solar panel is 4.714 per year.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Ramp/Rails	Yes	7
Rest Rooms	Yes	12

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
2017	1	1	14/07/2017	7	Plantation programme at adopted village under 'Aranya Saptah'.	To increase tree plantation and cleanliness in the vicinity of the adopted villages such as Ashram para, Madhya para and Deuli, a drive initiated through NSS and	125

						Basudhara Eco-Club. Saplings are distributed among the community people by the students.	
2017	1	1	01/08/2017	15	'Swacchat a Pakkhwara Cleaning drive' through NSS	Cleaning the campus and adjoining localities of the campus	160
2017	1	1	01/12/2017	1	World Aids Day Celebration	Awareness programme on aids to students and villagers through NSS	145
2018	1	1	16/02/2018	7	Blood donation camp, vision detection, Cleaning drive	Local people were benefited through blood donation camp, eye-vision detection camp, cleaning drive programmes etc.	170

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

Title	Date of publication	Follow up(max 100 words)
Code of Conduct: Handbook for Students, Employees and Visitors	06/07/2017	The handbook on code of conduct provides a transparent and disciplinary set of detail regarding the methods of disposing set of behaviours within the college premises for the students, teachers and visitors too

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
One-Day Regional Seminar on 'Ethical Struggle for Universal, High Quality Health Care' jointly organized by the Department of Physiology and Philosophy, Belda College	18/08/2017	18/08/2017	90
One-Day Workshop on Eternal Values, Culture and Music organized by the Department of Music and the Department of Philosophy, Belda College	14/02/2018	14/02/2018	30
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. The initiative of low coal use and firewood practices, especially in the college canteen has helped in reducing carbon content to a great extent. 2. The practical application of Green Chemistry, especially by the Department of Chemistry has extensively helped in reducing or eliminating the use or generation of hazardous chemical substances. 3. The Save Paper Campaign has been largely efficient in saving paper among the students and staff. 4. Plantation of a large number of saplings, especially on 5th June and through different environmental campaign by NSS is a moving step in going green and maintaining an eco-friendly campus. 5. 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. 6. There have been plans to ensure carbon neutrality in the college campus through Vermin-composting and Solar Panel. 7. The institute ensures restricted entry of automobiles and promotes more use of bicycles and battery-powered vehicles (e-rickshaws). 8. The college is enriched with a more walkable and pedestrian friendly pathways. 9. The college has pledged to measurably reduce plastic footprints in the campus, making the campus 'plastic free zone'. 10. The campus promotes green infrastructure on campus, with open spaces and natural landscapes for physical, mental and spiritual healing of the stakeholders. 11. With the view of cultivation of medicinal plants, a garden called 'Sushruta Uddan' was created, with around 40herbal/medicinal plants tagged with their biological nomenclature. 12. Rainwater harvesting is another eco-friendly initiative that measurably reduces the dependence on ground water and electricity. It involves the collection of water that has fallen and is collected from the roof and subsequently stored for later use. 13. 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. 14. The use of Sal leaf plates for meals for the students and staff in College canteen has been another eco-friendly initiative. It is a step towards a greener and cleaner campus. Apart from environmental benefits, this practice revives the traditional trade. 15. The use of Solar energy is one of the eco-friendly

initiatives which has remarkably reduced the operating costs in the college campus. Solar has been successful in providing a great source of reliable energy. 16. Two eco-friendly green generators are installed in the college campus to reduce carbon emission and noise pollution. 17. Quality Audit on Environment, Energy and Waste Management are regularly carried out by the Institution.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE – I Title of the Practice: MOUs with Institutions/Associations/ Industry Goals:

- To establish accord with one or more institutions/associations intending to create a working relationship of some sort.
- To build and develop the sharing of transdisciplinary ideas through collaborative research, student exchange, faculty exchanges and extension activities.
- To broaden and widen up the culture of exchange learning for the students, and making them get first-hand experience through practical training in many cases.
- To enhance the employability of our students by offering them job training in industries.

The Context: In the context of constantly increasing competitive nature of job market, it is imperative to equip our students with latest innovations and practices in academic and cultural arena. It is also important to make them employable by offering them practical experiences of industries where they would look for jobs. Enhancement of cultural skill of the students through ensuring their participation in the larger sphere of cultural competitions is also important for making them established in the arena of cultural activities. Sometimes, it becomes impossible for any higher education institution to provide its students all sorts of facilities for the improvement of their skills without the contribution of outside agency. This particular situation generates the necessity of establishing MOUs with NGOs, industries and other HEIs.

The Practice: Belda College has signed MOUs with various institutions as well as agencies for establishing intent in working together on a particular course/project/training. It gives an opportunity to create contact with the associating partners/institutions by successfully making the learning experience more professional, practical oriented, deliberative for the students. Since the academic session 2015-16, Belda College has been signing MOUs with various industries and institutional partners for running certificate courses and job training. MOU has also been signed with various nearby colleges to ensure both student and faculty exchange programmes. Various training partners have been in association with Belda College to aid the smooth functioning of the certificate courses and job trainings.

Evidence of Success:

Belda College has successfully established MOUs with the following institutions/agencies for various kinds of extension activities, faculty exchange programmes, cultural activities, Job training purposes, community services, staff and teacher's training etc. These are listed below:

1. MA AMBE AGRO Food Processing Pvt. Ltd.
2. Egra SSB College
3. Bhattar College, Dantan
4. Bajkul Milani Mahavidyala, Bajkul
5. Laudungri Adivasi Loksanskriti Mela
6. Belda Cultural Association
7. Holiday Travels, Panskura
8. A.S Infotech
9. M S Trexim MFGS Pvt. Ltd.
10. Midnapore Bee-Keepers Village Industries Co-Operative Society Ltd.
11. Naveen Biscuit Pvt. Ltd. Haripur, Benapur
12. KPS Food Processing Unit, Kaushallya, Kharagpur

Problems Encountered: The challenge of gaining quality experiences by our students within the required time frame is one of the biggest challenges in building up MOU with an association/organization. Many a times, the students, being the resident of rural region, are unwilling to move beyond the college and visit other associations far away for the widespread dissemination of practical knowledge. Still, with the able cooperation of the concerned course co-coordinators and course programmers, our teachers have helped in successfully motivating the

students and engaging them to involve in job-oriented trainings and other allied programmes. Resources required: Financial assistance from the college and also from the collaborating partners/associations are the primary resources involved. Contact Details: The Principal Belda College Belda, Paschim Midnapore -721424 West Bengal Accredited status: B Tel: 03229-256221, Mobile - 09474821951 Fax: 03229-255246 E-mail: mondalprincipal@yahoo.co.in Website: www.beldacollege.ac.in BEST PRACTICE - II Title of the Practice: Strengthening of Feedback System Goals: • To strive for better performance with the aid of constructive criticism from the stakeholders at all levels. • To enable keeping the teachers, authorities as well as the management at track regarding their performances. • To receive new and improvised strategies from the stakeholders regarding teaching-learning as well as administrative methods. The Context: The practice of feedback system facilitates the culture of self-assessment as well as helps clarifying how the good performance of an institution ought to be in compliance with the needs and interests of the stakeholders. There is a long need to make better orientations of the college, which seemed to be impossible without the valuable advice of the beneficiaries, the students, the parents, the alumni, and the teachers. The Practice: The IQAC has been successful in strengthening and revising the existing feedback practice. In the academic session 2015-16, feedback forms were revised and restructured following NAAC guidelines. In the session 2016-17, feedback form for teachers was introduced to collect their views and ideas for the development of the institution. The IQAC takes initiative through the active involvement of the departments for collection of feedback from all the stakeholders. Student's feedback is basically collected towards the end of the academic session while the parents and alumni share their opinions throughout the year when they come to the institution to attend some meeting or for their personal need. Thirty to forty percent students participate in the feedback collection process every year. The students are asked to evaluate the teachers on the basis of their sincerity/commitment, regularity/punctuality, communication skills, use of ICT, coverage of syllabus, among other things. They are asked to evaluate the college administration and library facilities on the basis of the behaviour and timely service of the staff, availability of books/journals/newspapers, internet facilities, photocopy facilities, cleanliness of classrooms/toilets/canteen/reading rooms, quality of and access to drinking water/food etc. The parents are given a questionnaire consisting of 11 queries seeking to know their views on the facilities for study and extra-curricular activities, extension services etc. provided to their wards as well as on the progress their wards are making in life and in learning. Teachers are asked to give their opinions on the conducive environment of college for teaching, opportunities for upgrading skills, ICT facilities for teaching, availability of study materials, and maintenance of washrooms. The feedback received from teachers, alumni, students and their parents constitute an essential input in the decision-making process of the college going forward. Therefore, once the collection of feedback was over, a draft report is prepared and analyzed by the IQAC and a final report is prepared detailing the various responses received for each category of respondents with recommendations. The final report was shared with the Principal and the various administrative bodies functioning in the college, in particular, the College Governing Body, the apex administrative body of the Institute - for their cognizance and taking/initiating appropriate actions. During parent-teacher's meeting and alumni association meetings, feedback are collected from the guardians as well the alumni respectively.

There is a wide option for the guardians to speak about their ward's performances as well the difficulties faced by their wards in giving their best performances. The alumni also contribute to the feedback system by pointing out how the college education in terms of its syllabus, curriculum and co-curricular activities has helped them achieve their desired position in which they are today. Evidence of Success: The IQAC collects the feedback manually

from all the stakeholders: students, parents and alumni, and analyses the feedback structurally with the help of pie diagram. On analyzing the feedback of the students, parents and alumni, the following issues were successfully implemented: a. Opening PG courses in English, Bengali, Mathematics, Physics, Chemistry. b. Construction of Lift in Kedar Memorial Building. c. High speed data link of connectivity. d. Orientation Programme of 1st Sem students with regard to their syllabi, program as well as course outcome. e. Drinking water facilities in different blocks. f. Opening up of certificate/value added courses in VAT, Travel Tourism, Yoga, etc. g. Purchase of more books for Central Library departmental Book Bank. h. Enhancement of security through installation of CCTV cameras across the college campus. i. Improvement of canteen facilities, and so on. Problems Encountered: An important challenge that cropped up is the biasedness in performance appraisal of the teachers by the students, where it was difficult for the students, in many cases, to accurately appraise the faculty members. With collecting the parent feedback, the major constraint faced by the teachers is the incapability of the parent with regard to filling up the feedback form in English. Since most of the students are first generation learners, therefore it was really very painstaking to interpret the items in the forms of parent's feedback. This led to a serious constraint with regard to the objectivity of feedback appraisal by the IQAC team members. In spite of this challenge, the departments collect the feedback from 30-40 of the students on an average. Resources required: The practice involved the stakeholders, IQAC members, the management, and the financial assistance received from the college as resources. Contact Details: The Principal Belda College Belda, Paschim Midnapore -721424 West Bengal Accredited status: B Tel: 03229-256221, Mobile - 09474821951 Fax: 03229-255246 E-mail: mondalprincipal@yahoo.co.in Website: www.beldacollege.ac.in

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

http://www.beldacollege.ac.in/document/sub_page/20200315_191455.pdf

7.3 – Institutional Distinctiveness

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

One of the most important and distinctive visions of the college is the inculcation of all-inclusive environmental awareness and the promulgation of ecological culture in the college community. Belda College is situated in an eco-friendly campus and utmost care is given to preserve natural and ecological diversity through various developmental initiatives taken. These development initiatives include regular seminar programs, conferences as well talks on issues of environmental importance. The Save Paper Campaign has been a significant step and is largely efficient in saving paper among the students and staff. Earlier students were given handouts in photocopies in classes. But from the academic session 2015-16, the initiative was taken to provide study materials in pdf forms. Accordingly, more study materials in PDF/MS word file and e-books have been stored in the departmental computers. We are also delighted to get in the process of decorating our beautiful natural landscape of college premises with green infrastructure in campus, maintenance of medicinal plant's garden Sushruta Uddyan, constructing pedestrian enabled pathways, and diversified eco-friendly campaigns such as low use of carbon, 'say no to plastic', more use of LED bulbs and so on. With the initiation of Plastic-free program, Belda College aimed to measurably reduce plastic pollution within the college campus, with a special focus on reduction as well as elimination of plastic bottles, plastic straws and utensils, plastic food packaging and such other. Since the college is located in a relatively rural region, therefore through different student-friendly environmental practices,

the college ensures environmental preservation as well as protection. Some of such practices include plantation of more number of saplings, use of clay pots and paper cups for tea, the use of Sal leaf plates during meals and such others. Apart from environmental benefits, this practice revives the traditional trade. The use of Solar energy is one of the eco-friendly initiatives which has remarkably reduced the operating costs in the college campus. Solar Panel has been successful in providing a great source of reliable energy. These practices boost up the intensity of environmental generation among the budding youths, at the same time retain and revive the traditional spirit within the college vicinity. With a view to create environmental awareness, the College has set up Basundhara Eco-Club, which participates in organizing seminars/conferences/workshops inside and outside the college campus. NSS units also contribute to the creation of environmental awareness in local community through outreach programmes and extension activities. These practices have widened up the distinctive vision of this institution in terms of growing sustainability and preservation of environmentalism.

Provide the weblink of the institution

http://beldacollege.ac.in/page.aspx?page_id=1151

8.Future Plans of Actions for Next Academic Year

- To commence Post Graduate course in Chemistry in next Academic Session.
- Attempt for participation in NIRF Ranking.
- Collection and Compilation of data for preparation of pending AQARs.
- Implementation of West Bengal Health Scheme for Teaching-staff serving on substantive basis.
- To fill-up the vacant post of Head Clerk.
- Installation of CCTV Cameras at certain locations.
- Vertical expansion of infrastructure through construction of the 3rd floor of the G plus 5 building.
- Submission of AQARs to NAAC.
- Introduction of Examination reforms.
- Promotion of Extension Activities and Outreach Programmes in the surrounding locality.
- Installation of Lift in Kedar Memorial Building.
- Induction meeting for the newly admitted students at the beginning of Academic Session.
- Purchase of Reference Books and Journals for Central Library.
- Continuation of INFLIBNET membership by Library.
- Introduction of new certificate and value added courses.
- Promotion of teachers under Career Advancement Scheme (CAS).
- Academic and Administrative Audit of the Institution.
- Quality related programme and Intellectual Property Rights programme by IQAC.