



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	BETHUNE COLLEGE
• Name of the Head of the institution	PROF. KRISHNA ROY
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03322411731
• Mobile No:	8336922670
• Registered e-mail	bethunecollege1879@gmail.com
• Alternate e-mail	bethune.iqac@gmail.com
• Address	181, BIDHAN SARANI
• City/Town	KOLKATA
• State/UT	WEST BENGAL
• Pin Code	700006
2.Institutional status	
• Type of Institution	Women
• Location	Urban
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	UNIVERSITY OF CALCUTTA				
• Name of the IQAC Coordinator	DR. KAMAL KANTI SOM				
• Phone No.	03322411731				
• Alternate phone No.	03322571712				
• Mobile	9433814748				
• IQAC e-mail address	bethune.iqac@gmail.com				
• Alternate e-mail address	kamalkantisom@yahoo.co.in				
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.bethunecollege.ac.in/IQAC/AQAR/AQAR-2019-20-BethuneCollege.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.bethunecollege.ac.in/BethuneCollege-AcademicCalendar.htm				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	85.45	2006	21/05/2006	20/05/2011
Cycle 2	A	3.08	2015	03/03/2015	02/03/2020
6.Date of Establishment of IQAC			29/11/2006		
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
Bethune College	Development Grants	State Government	2020- 365 days	8767547
Bethune College	MRP	West Bengal Department of Higher Education, Science & Technology and Biotechnology (Sci & Tech)	2018- 1095 days	105000
Bethune College	DBT STAR	Department of Biotechnology, Ministry of Science & Technology, Govt. of India	2020- 1095 days	6800000

8. Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	06
<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	No

during the year?	
<ul style="list-style-type: none"> • If yes, mention the amount 	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
<p>Bethune College has acquired 77th position in the College Category in NIRF ranking (2021). It is the only Government College from West Bengal to feature among the first hundred colleges in the country.</p>	
<p>AQARS for the sessions 2015-16 to 2018-19 were submitted, thus updating pending AQARS.</p>	
<p>2 Certificate courses for students with duration of 30 hours or more were initiated. Ethics and Value Education Certificate course was successfully completed. The course on Bratachari- the famous cultural heritage of West Bengal, was started with an introductory workshop and is continuing.</p>	
<p>As the pandemic situation continued, IQAC took steps to maintain the standard of teaching learning in a digital mode. Workshops and short-term courses were organized on Online teaching. Exams were conducted and scripts checked, in Online mode, under the supervision of IQAC. Records of Online classes were kept in detail.</p>	
<p>With students being away from campus, IQAC arranged Webinars on a variety of subjects throughout the year. Special Webinars on Pandemic awareness and other miscellaneous topics were organized. The IQAC promotes all academic and co-curricular activities in the college like Seminars, Memorial lectures, Invited lectures, departmental seminars, academic trips, outreach initiative etc. for knowledge dissemination and quality enhancement throughout the academic session.</p>	
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
Participation in NIRF for the session 2020-21 to continue	Bethune College has acquired 77th position in the College Category in NIRF ranking (2021). It is the only Government College from West Bengal to feature among the first hundred colleges in the country.
To continue preparation of NAAC Assessments	The NAAC steering Committee under IQAC supervision regularly met online and offline to ensure smooth preparation of NAAC SSR and other requirements
Emphasis on Research, Innovations and Publications	The college published a number of books, journals and e-journals (17). Newsletter of the College was brought out for the first time. A report on Webinars held was also published. A collection of essays on the experiences during lockdown was published.
To organize additional Faculty development program on online teaching and e-content development.	A 2-day workshop, 1 National workshop and one 8 day long FDP was organized on Virtual teaching and e-content development
To start more 30 hours certificate courses.	2 Certificate courses for students with duration of 30 hours or more were initiated in addition to the already running Computer diploma course. Ethics and Value Education Certificate course was successfully completed. The course on Bratachari- the famous cultural heritage of West Bengal, was started with an introductory workshop and is continuing
To complete all pending CAS and Confirmation cases.	Under the able guidance of IQAC, the CAS committee successfully processed for screening and

	selection the CAS files of 17 teachers in different stages of promotion. 12 more files were under preparation for screening and selection.
Organising Webinars- local/ national / International on various topics undertaken by each department	Several Webinars- national / International on various topics were organized successfully by each department
Participating departments of DBT Star college scheme to undertake activities like seminars and workshops to enhance Teaching Learning	Participating departments of DBT Star college scheme organized Webinars/ workshops to enhance teaching - learning. Photography contest on wildlife, Awareness program on environment, Poster presentations and review projects were also arranged
To extend a stronger Student Support in the present Pandemic situation; The mental health of students should be taken care of through online mentoring, psychological counselling, different activities and cultural programmes.	The Psychological counselling cell dealt with quite a few cases of students as well as teachers. The career counselling cell and Student Activity cell organized several programs.
Afforestation programme is planned to salvage the Greenery of the campus after devastation caused by cyclone Amphan.	Afforestation programme was undertaken to salvage the Greenery of the campus. Alumni association took part by donating saplings.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
IQAC	16/12/2021
14. Whether institutional data submitted to AISHE	

Year	Date of Submission
2020-21	27/02/2022
Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	627
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1448
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	268
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	553
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	97

File Description	Documents
Data Template	View File
3.2	115
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	55
Total number of Classrooms and Seminar halls	
4.2	11202857
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	167
Total number of computers on campus for academic purposes	

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

The College makes very sincere efforts to ensure that the curriculum of each and every course is effectively and timely delivered. At the outset, a routine is shared with every department mentioning the exact time and venue of classes. Classes are allotted keeping in mind the credit requirements of Choice Based Credit System. Next, every department also shares a Teaching Plan with students which mention the topics to be taught by different teachers and the approximate number of classes that are allotted for completion of each topic. This helps students to understand in advance how the teaching learning process for each paper will progress during the course of the semester. Regular assignments, tutorials, tests, Remedial and Mentoring classes help in the process of deeper understanding of topics taught and in clarification of doubts. Seminars and Invited Lectures related to topics mentioned in the

curriculum are also organized by the Departments from time to time to ensure exhaustive discussions on new or relatively difficult topics in the syllabus.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://drive.google.com/drive/folders/1Roal_mN6n_VejGSGoPK1jGhV-qVtxqS22?usp=sharing

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

The Academic Calendar is one of the most important documents published on a regular basis by the College at the beginning of each academic session in order to give students an idea of the upcoming major curricular, co-curricular and extra-curricular activities in advance. This Academic Calendar outlines the tentative dates of (a) commencement of classes, (b) dates of Tutorial submissions, (c) dates of Internal Assessments, (d) dates of University Examinations, (d) list of holidays, (e) major College events, like Annual Sports, annual Prize, Annual Fest, Intra- College Competition and other Cultural events, (f) Parent-Teacher Meetings. The College makes every effort to ensure maximum compliance to the schedule mentioned in this Academic Calendar.

Besides the Tutorial and Internal Assessments that are a part of the CBCS-based Term-End Examinations, individual teachers take revision tests, quizzes, assignments in order to evaluate the understanding of students on topics taught. Remedial Classes are arranged for students to improve their performance. During Mentorship classes too, students approach their mentors to seek advance references, clarify doubts. Thus, every pro-active effort is made to create an ambience in which students can constantly interact with all teachers to enrich the teaching-learning process.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://www.bethunecollege.ac.in/BethuneCollege-AcademicCalendar.htm

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.

A. All of the above

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

40

File Description	Documents
Any additional information	View File
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)

3

File Description	Documents
Any additional information	View File
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

598

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

417

File Description	Documents
Any additional information	View File
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

The College lays immense emphasis upon imparting holistic education to its students. The teaching-learning process is further enriched by laying emphasis upon incorporating discourses on Ethics, Gender sensitivity, importance of conservation of Environment and the need for Sustainability. This is effectively done in two ways: (a) Apart from Core courses related to the mentioned topics some departments have opted for Discipline Specific Electives and skill enhancement courses that have the afore-mentioned points directly as part of the CBCS curriculum and (b) departments organize seminars/webinars, lectures, that impart knowledge about the afore-mentioned values.

Besides the CBCS syllabus prescribed content delivered by different departments of the College, a Certificate Course in Ethics & Value Education has also been introduced. All UG 1 students enroll in this programme and attend lectures, take examinations, make seminar presentations, submit projects at the end of which they are awarded

certificates based on their performance throughout the course.

A Human Rights Cell also functions in the College which has organized lectures on the issue of Human Rights. The Cell has launched an Online Bulletin Board, named Jagriti, where students make contributions in the form of write-ups, photographs, posters, short bio-notes of Human Rights activists.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

10

File Description	Documents
Any additional information	View File
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	View File
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

163

File Description	Documents
Any additional information	View File
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)	View File

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.bethunecollege.ac.in/IOAC/BethuneCollege-IOAC.htm#Feedback

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

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

186

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

For assessing the learning levels of slow learners regular remedial classes were being organized on google meet, Zoom, Google Classroom etc. Remedial assignments were set and corrected by the departmental teachers via email, Whatsapp and Google Classroom for their improvement and rectification of their mistakes. Scopes of improvement have also been discussed with the students as well as with the parents. Doubt clearing sessions were also arranged for them.

Advanced learners were encouraged to take part in various webinars, workshops and online courses so that they can listen to eminent scholars and enhanced their knowledge as well as skill. Advanced learners of different departments were motivated to present their research papers in various students seminars, they were guided to participate in different literary meet, they were encouraged to join online internship under different organizations and often they were provided with advanced research articles and book chapters so that they can frame better answers to the questions. They were also motivated to participate in group discussion, essay, poster, quiz competitions organized by the college and other institutions and they were also inspired to make their contributions for college magazines.

File Description	Documents
Link for additional Information	https://classroom.google.com/c/MTYzMzI3ODk5ODY5/p/MjI5MTQxODY5ODIx/details https://classroom.google.com/c/MTYzMzI3ODk5ODY5/a/MjE4MTk3MTM5MzE4/details https://classroom.google.com/c/MTYzMzI3ODk5ODY5/a/MTc2MDg0OTg5NDk0/details https://classroom.google.com/c/MTYzMzI3ODk5ODY5/a/MTYzMzU1NTA2OTE1/details
Upload any additional information	View File

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

Number of Students	Number of Teachers
1448	97

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Students of the college are regularly encouraged in experiential and participative learning as well as methods are devised to solve their problems. Although in 2020-21 due to the covid 19 pandemic, field trips and excursions with students were not possible like normal academic sessions, yet students of various departments had online internship which enhanced their experiences. As far as participative learning was concerned, various webinars , workshops, awareness programmes poster presentations, review projects etc. have been organized throughout the session where students are encouraged to join and actively participate and in the interactive sessions where their queries and problems were raised and resolved . Under the leadership of Career Counselling Cell , Student Activity cell and Ethics & Value Education Certificate Course , different workshops and webinars are conducted which contributed in enhancing students' learning experiences through participative learning. As the problem solving methodologies, different tutorial projects, dissertation and online presentation of papers (departmentally) of value and ethics certificate course and ENVS projects were assigned to the students and evaluated through online mode.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://drive.google.com/file/d/1J7UWNRjF7Eoz3zHqXeuzfPmfx7SW1rVV/view?usp=sharing https://drive.google.com/file/d/1SW45i4h4JzdEMQsLEVlZkn_jvb1jnSul/view?usp=sharing

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

To facilitate the teaching learning process, the faculty of the college always attempt to make best use of ICT enabled tools. ICT provides an effective way for acquiring and disseminating information from various sources which provides better knowledge and swifter communication.

In this session 2020-21 due to the pandemic , teachers started taking online classes on platforms like Google Meet, Zoom, Teamlink, Skype etc. Teachers also attended special training programmes and workshops on the use of ICT tools for making themselves well-equipped in LMS. Teachers used power point presentation for elaborating different topics. They shared e-books through email, whatsapp and Google Classroom which became very useful to the students as visiting libraries was impossible for them in the lockdown period. Teachers also regularly uploaded e- content and learning materials in Google Classroom and College website. Videos from Open Educational Platform and different documentaries from online archives were shared with students and you tube assisted learning was also being practised. Audio lectures recorded by teachers in voice recorders were also shared with students via whatsapp, email , Google Classroom and Google Drive. Google Forms were used to take examination like Internal Assessments.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.bethunecollege.ac.in/BethuneCollege-ICT.htm

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

93

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

97

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

66

File Description	Documents
Any additional information	View File
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

97

File Description	Documents
Any additional information	View File
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.

Rules and regulations regarding the Internal Assessments of the College were clearly discussed with the students at the commencement of academic session. Time schedule and the duration of Internal Examinations were also clearly informed. In all examinations like class tests, prior to the University Level Theory Exams, results were duly intimated to the examinees and they were informed about the correct answers as well as improvements needed in their answer writing. Doubts of students were clarified by the teachers. Students were regularly made aware of their mistakes so that they do not repeat the mistakes. Students are often advised to rewrite answers and send it to the concerned teacher so that he /she is able to check whether the mistakes are properly understood and rectified by the students.

For the University Level Internal Assessments, again a robust and transparent mechanism is maintained .Here the question pattern and marking system are explained to students beforehand. If a student fails to appear in any internal examination for some valid and inadvertent causes, necessary preparations then are made by teachers to conduct a separate evaluation of absentee candidate. Transparency and security of evaluation are ensured at every step of Internal Assessment.

File Description	Documents
Any additional information	View File
Link for additional information	https://drive.google.com/file/d/1k876rWi5EP4r379tOU1pNxOb9GZc2I82/view?usp=sharing https://drive.google.com/file/d/1-lFrVe3ILDDK4YVH0mxCsEkj7MVTVPcm/view?usp=sharing https://drive.google.com/file/d/1L8XWjvNcEjbpvVWValiqMDk8UaYvo2Jn/view?usp=sharing https://drive.google.com/file/d/1TrTvCWRmbv4HP274dzJ1UDj940EVBEd_/view?usp=sharing https://drive.google.com/file/d/13aeY1-RxNLtmB0zO7zctCDD3uPK0i71R/view?usp=sharing

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

The college has developed a proper and efficient mechanism to deal with any kind of examination related grievance. If any error or discrepancy in students' result is reported, teachers and administrative staff take immediate care of it and efforts are constantly made to redress students' grievances. The College provides all necessary supports if a student wants to apply for review at University Level Examinations. Following the RTI Act, students under the aegis of University of Calcutta, can also apply for a self - evaluative scope of looking at the photocopy of answers scripts. In case, any marked difference is found in students' class performance and exam results, teachers endeavour to find out the cause and discuss the matter. There is also a Grievance Redressal Cell at College where students' grievances can be reported and immediately taken care of. Principal of the College and Academic Committee also hold special meeting on results and discuss if any grievance had been found. Feedback is also collected from students and parents and their suggestions are noted. Mentoring system has also been evolved where student- mentees are encouraged to share their problems with teacher- mentors to take proper measures to redress grievances.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.bethunecollege.ac.in/BethuneCollege-RTI.htm

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.

For an improved teaching-learning, it becomes extremely necessary that both the teachers and students are informed clearly about the programme outcomes, programme specific outcomes and course outcomes of the programmes offered. The clarity in understanding contents, scope and limitations (if any) of programme or course enables the faculty to plan for entire teaching process and to execute the lecture delivery in an efficient manner. These outcomes, when explained and communicated properly to the students, help them to comprehend what they are studying and what will be their final learning outcomes after completing the entire course.

In session 2020-21, due to Pandemic, each department of the college communicated the Programme Outcomes, Programme Specific Outcomes in Online mode at the commencement of classes, and it is clearly displayed on college website. The individual course outcomes of all subjects are also properly stated on the college website and discussed in online classes. Parents are also informed about PSOs at Parent- Teacher meetings. At the Orientation Programme and Principal's Address to 1st Semester students, Programme outcomes are also communicated. The college also motivated and sent teachers to attend special workshops, symposia on course development and programme outcome so that better result can be achieved.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://docs.google.com/forms/d/e/1FAIpQLSdb278HWOElIFRhYuzCEmpmcL5H5qp4bzZnjuN8-GfXPZP3dw/viewform?vc=0&c=0&w=1&flr=0
Upload COs for all courses (exemplars from Glossary)	View File

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

The college assigns prime importance to the evaluation of performance of the students. By monitoring the attainment of program outcomes, program specific outcomes, course outcomes, this college regularly attempts to evaluate whether the students are able to achieve their goals. Throughout the year the departmental faculty

record the performance of each student. Remedial lectures are also provided so that students could make pace with the expected outcome. Class tests, internal assessments, tutorials, group discussions, Viva voce - all have their role in evaluation of attainment of learning outcomes. Finally university level theory and practical examinations help in measuring the attainment level. Each department endeavors to monitor if there is any marked difference in class test results and university level performance. College also takes feedbacks from students and parents which serve as important method of measuring the attainment of program goals. Students' placement survey and analysis of their progression into higher education also help the college to evaluate the attainment of PO, PSO. Moreover, the college has an active Career Counselling Cell which organizes seminars, webinars, workshops on job opportunities and arranges campus placements so that students can receive proper guidance and be more successful in future.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.bethunecollege.ac.in/bethuneCollege/BethuneCollege-PSO-CO.htm

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

549

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	http://www.bethunecollege.ac.in/IQAC/annualReports/BethuneCollege-Annual-Report-2021.pdf

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)

<http://www.bethunecollege.ac.in/IOAC/sss/StudentsSatisfactionSurvey-2021.pdf>

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)

Grants are not received during the financial year.

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

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

2

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://icssr.org/

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

81

File Description	Documents
Report of the event	View File
Any additional information	View File
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

27

File Description	Documents
Any additional information	View File
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

184

File Description	Documents
Any additional information	View File
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

During the pandemic, Bethune College COVID Squad initiative was started under Students' Activity Cell on 28.04.2021, for providing help to the families of the students and staff. However, by the end of May, it was able to help almost 150 people of the state by providing oxygen-cylinders, hospital-beds, food-facilities, RTPCR-tests etc.

In 2020-21 session, students participated in several activities organized by NSS unit of the college. Workshops on Rabindra Sangeet, Photography, Eastern Dance etc. were organized by Student Activity Cell throughout the session. Students celebrated Independence Day, Republic Day, World Environment Day, Teachers Day, Rabindra Jayanti. 10 students participated in online Yogasana competition (19.03.2021). All the videos were sent to the Honorable Judge Dr. Malay Kumar Mukhopadhyay, Joint DPI, Bikash Bhavan, Saltlake, Kolkata for preparing positional ranks.

Other programmes worth mentioning :

- Awareness Programme on "Biodiversity: Conservation and Commitment" organized by Department of Botany (UG Semester-V) under DBT Star College Scheme.
- Photography Contest on World Wildlife Day organized by Department of Botany under DBT Star College Scheme from 3rd March to 31st March, 2021
- Sanskrit Day organized by Department of Sanskrit on 03.08.2020.
- International Mother Language Day organized by the UG and PG Botany students on 21.02.2021 (online).

File Description	Documents
Paste link for additional information	https://youtu.be/Vnvpj-SFnt https://www.youtube.com/watch?v=d435EkQ2I9A https://www.youtube.com/watch?v=CLlWOPKUj-w
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

13

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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**

10

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
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**

278

File Description	Documents
Report of the event	View File
Any additional information	View File
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

4

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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 has a well-developed campus of 8926 sq. metres with six buildings dedicated towards updated teaching learning process. It is equipped with modern facilities and learning resources in terms of library, laboratories, computer centre, class room teaching, seminars, conferences and workshop to achieve academic excellence according to its vision and strategic objectives. Sharing of

laboratory facilities is also encouraged between faculties. Multi Facility Centre for Arts and Science facilitate higher studies and research activities among students. Laboratories are equipped with necessary instruments, chemicals, softwares for the interest of students in resonance with the current syllabus. Libraries are Open access and fully computerized with multi-user Linux-Fedora based library software Libsys 7.0 Web Version. Library Automation is enabled by RFID technology since 2019. Computer centres are updated with current version of softwares and required hardwares. Support facilities include a well-maintained canteen, auditorium, sports ground, sports room, Prayer Hall, gymnasium, medicinal plants garden and a newly inaugurated Archive cum library including century old books, documents, journals and monographs. Classes are scheduled for optimal utilization of the available physical infrastructure which include smart boards, LCD Projectors and wi-fi necessary to keep track with the current trends in teaching-learning.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bethunecollege.ac.in/BethuneCollege-Infrastructure.htm

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

The institution gives utmost importance to the overall development of the students and organizes various sports, games, and cultural activities on campus regularly. The Institution maintains a big field for sports and games, a Badminton Court and a Gymnasium with some necessary instruments. The college holds its Annual Sports Meet in the month of December or January every year. The college games room has indoor games like Carom and Chess, a table tennis board and other sports equipments purchased from the Development Grant. The college also provides for regular practicing of various throw and jump events. As far as the physical fitness section is concerned, the games room offers the students with bi-cycle, agro meter, twister, chest-expander, and ladies' cycle. Besides this the college also participates in various inter-college sports meets and has many prizes to its credit.

To encourage the cultural activities the institution hosts an inter college meet and intra college competitions as a prelude, where western and eastern classical and contemporary music, dance,

elocution, drama, non-fire cooking, painting is performed by students. The students participate in year-round celebration of national festivals , important dates, of the calendar and birth anniversaries of stalwarts.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bethunecollege.ac.in/default.htm

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

28

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

28

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bethunecollege.ac.in/BethuneCollege-ICT.htm
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)

9359251

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
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)

- Name of ILMS software: Libsys
- Nature of automation (fully or partially): Fully
- Version: Web Version 7.0
- Year of Automation: 2019

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://www.bethunecollege.ac.in/BethuneCollege-Library.htm

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 A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
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)

313910

File Description	Documents
Any additional information	View File
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

456

File Description	Documents
Any additional information	View File
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

IT facilities have been updated on regular basis. Also, new IT equipment has been purchased as per the requirements. Overall in every year, our computer laboratories were upgraded or new laboratories set up for new requirements. Initially the college was using 32 mbps bandwidth in the campus. In 2018-2019 it was updated to 40 mbps bandwidth. Faculty and Students can avail the Wi-Fi facilities 24x7, 365 days with a common user-Id. Internet facility is provided in many of the classrooms, laboratories and the offices through Wi-Fi. Where high speed connectivity is required, wired connection through optical cable LAN services is provided to the departments. A dedicated computer center with 14 desktops is provided for browsing & accessing e-resources besides computer labs in Mathematics and Statistics department.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bethunecollege.ac.in/BethuneCollege-Library.htm

4.3.2 - Number of Computers

167

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

4.3.3 - Bandwidth of internet connection in the Institution B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	View File
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)

1843606

File Description	Documents
Upload any additional information	View File
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 Institution has started utilising the fund received from DBT STAR College Scheme for purchasing sophisticated instruments for upgradation and setting up of new Laboratories, purchase of high-end books for disciplines involved and carrying out beyond-the-syllabus projects for under-grad students. Because of the closure due to Pandemic, online Teaching-learning, exams related works, conducting certificate courses and other co-curricular and extra-curricular activities continued using latest technologies and apps. E-books and e-journals were accessed through INFLIBNET - N-LIST consortium by students and teachers. In the Website Students' corner, 4-quadrant e-content was developed with contributions from faculty. The physical, academic and support facilities are maintained by College teaching and non-teaching staff Support facilities include a well-maintained canteen, auditorium, sports ground, sports room, Prayer Hall, gymnasium, medicinal plants garden and a newly inaugurated Archive cum library including century old books, documents, journals and monographs. Classrooms are equipped with smart boards, LCD Projectors and wi-fi necessary to keep track with the current trends in teaching learning. Computers and Internet was regularly checked to keep them running during lockdown. The Institution has been sanitised regularly with automated machines by support staff during the period. Sanitizer machines have been installed strategically in the campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bethunecollege.ac.in/IOAC/campusMaintenance/AOAR-4_4_2-Campus-Maintenance-and-Support-2020-2021.pdf

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**

402

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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**

51

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**

A. All of the above

File Description	Documents
Link to institutional website	http://www.bethunecollege.ac.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

837

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

837

File Description	Documents
Any additional information	View File
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

A. All 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	View File
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

66

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

356

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

examinations) during the year

48

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.**

24

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Bethune College Students' Committee (BCSC) is formed in consultation with the Principal and Heads of Departments. The Students' Committee takes part in academic, administrative and other activities of the College. There are student representatives in administrative bodies like the Governing Body, Internal Complaints Committee (ICC), Backward Class Cell, IQAC, Anti-Ragging Cell. The Committee actively participates in the events like Annual Prize Distribution ceremony, Sports, Fest and Intra-college Competitions, Independence Day and Republic Day functions among others. It continuously maintains an effective liaison between the teachers and the students. Student's

Committee also organizes programmes like, Fresher's Welcome, Farewell for the Third Year students. BCSC organized several workshops in this session on subjects like multimedia, eastern dance, drama, photography, debate, filmmaking etc.

During COVID - 19 Pandemic, Bethune College COVID Squad initiative was started under the banner of Students' Activity Cell, Bethune College on 28.04.2021 which helped almost 150 people with support of all kinds from oxygen cylinders, hospital beds, food facilities, RTPCR tests and a lot more to the families of the students and staff of Bethune College. As the group expanded, it started to extend help to people from all over the state.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/BethuneCollege-StudentsCommittee.htm
Upload any additional information	View File

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

382

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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

Alumni Association of Bethune College, called Bethune College Sannilani is a registered body under the West Bengal Societies Registration Act, 1961 from 10th of March 2015. It started the journey as an 'Old Students Guild' on 3rd September, 1921. Sannilani is a common platform of ex- students, present teachers and ex-teachers of Bethune College. Sannilani has always taken a keen interest in the activities of College and extends support for its welfare. On Reunion day, the alumna members who have completed 50 years of their graduation are felicitated and are given, by way of gifts, the products of Self-Help groups (SHGOS). This attempt on the part of Sannilani, not only encourages the entrepreneurship of SHGOS, but also helps the weaker sections of women of our society.

The Alumni run two Endowment Funds : Jyotsnamoyee Dey Endowment Fund , Tarak Sudha Endowment Fund.

From 2017, Kadambini Ganguly Silver Medal has been introduced in the memory of Kadambini Ganguly, the 1st woman graduate and the practicing doctor of the British India.

In the Pandemic year 2020-21 some social works like helping AMPHAN victims, distributing handmade masks, donating tree saplings have been done by Sannilani. Special Prize for Bravery has been also announced.

File Description	Documents
Paste link for additional information	http://www.bethunesannilani.org/
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

Describe the vision and mission statement of the institution on the nature of governance, perspective plans and participation of the teachers in the decision making bodies of the institution within a maximum of 200 words

The college is determined to build an empathetic administration that ensures students' experience relating to the official workhassle-free and less time-consuming, campus-environment becomes cleaner and safe and the infrastructural facilities become up-to-date.

The College wants to ensure a meaningful teaching-learning experience for both the teachers and the students by monitoring the teaching methodology and scrutinizing the teaching-outcome regularly; by upgrading the physical infrastructure, modernizing the teaching-aids and incorporating cutting-the-edge instruments in laboratories on regular basis and finally by prioritizing the placement of the students in higher education and job-market.

The college always tries to inculcate a creative, socially aware and ethically sensitive self among the students by emphasizing on the co-curricular activities, focusing on the mental health and well-being of the students, promoting the value-based education and encouraging the students for participating in the extension activities.

Teachers have their representation in the Governing Body and IQAC of the college, and thus have their participation in the general and academic administration. Almost all the students-related activities are planned and supervised by the different committees of the teachers' council. Therefore, teachers play a pivotal role in making administrative and academic decisions and a role to execute them as well.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/BethuneCollege.htm
Upload any additional information	View File

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

Online Teaching-learning during Pandemic

During the lock-down period due to Covid-pandemic, the whole

teaching-learning process changed over to online mode under the leadership of Principal and IQAC. To make all the teachers well equipped and effective in this new environment, the IQAC took positive initiatives. It allowed, even encouraged teachers to participate in various online training programmes on e-teaching & e-learning. The college arranged webinars and workshops on 'online teaching' in which most of the teachers participated. A 7-days online workshop was also organized by the college on making of e-content and other things associated with e-teaching. Along with the Principal of the college a teacher-representative from each department participated in that workshop with the objective that each participant would act as a resource person in their own department and would share their newly-acquired skills and experience with their departmental colleagues. Apart from this Teachers continued their participation in online Faculty Development Programmes organized by premier Human Resource Development Centres all over India. Analyzing the online feedback of the students, taken centrally by the college authority, some departments successfully extended their helping hands to their students to cultivate the skills necessary in this new mode of teaching-learning process.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/IQAC/BethuneCollege-IQAC.htm
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

DBT Star college scheme :The college envisioned an improved teaching-learning environment for the science subjects both in terms of quality of teaching and technical support; more experiments, field-base studies, seminars and workshops were aimed at, to make the process of learning more interesting and attractive to the students. DBT Star college scheme has helped in making the plan successful. Even during the lockdown period, 5 departments of the college, namely, Physics, Chemistry. Botany, Zoology and Mathematics have successfully organized several workshops and webinars on diversified scientific issues linked with human-life. Students of the science-subjects, denied of the laboratory environment due to the pandemic situation, participated in those virtual programmes with full enthusiasm. Emerging disciplines like Bio-Mathematics, Bio-Statistics or Bioinformatics were introduced through workshops to the

undergraduate students. Even Virtual Field trips were organized. World environment day and National Science Day were organized virtually. Students have participated in the photography contest and poster competitions on relevant topics. They also contributed to review projects and poster presentations. In a stressful mundane situation this new dimension helped the students immensely.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.bethunecollege.ac.in/BethuneCollege-DBTstar.htm
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 administration of the college runs as per rules and regulations laid down by the Department of Higher Education, Government of West Bengal.

The Governing Body is the highest decision-making body of the college, comprising of the Principal, teaching, non-teaching and student's representatives, government and university's nominees.

Principal is the administrative, financial and academic head of the institution. Under her/his stewardship following bodies or cell work.

Office of the Principal is engaged in different administrative and financial functions. There are 17 academic departments in the college engaged in the teaching-learning process. Internal Quality Assurance Cell monitors a large number of issues associated with teachers and students, specially focusing on the academic affairs. Teachers' Council comprising of all the teachers of the college is engaged in different administrative, academic and co-curricular activities through various committees. There are some Special Duty Cells, mostly defined or suggested by the constitutional bodies like UGC, such as Students' Grievance Committee, Anti-ragging Cell etc. These cells are engaged in works beyond the regular activities of the college. Library plays a pivotal role in the academic sphere of the college. Students' Body acts as a students' mouthpiece.

File Description	Documents
Paste link for additional information	https://wbxpress.com/west-bengal-service-rules/
Link to Organogram of the Institution webpage	http://www.bethunecollege.ac.in/bethuneCollege/BethuneCollege-Organogram.htm
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

A. All 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

Being the state-government employee, all the teaching and non-teaching staff of the college avail the General Provident Fund (GPF) scheme which presently gives 7.1% interest on the savings. If necessary, employees can take loan or may withdraw money from this account on non-refundable basis.

There is also a health insurance policy, West Bengal Health Scheme, maintained by the Government of West Bengal. All the employees serving the college on substantive basis can avail this policy.

File Description	Documents
Paste link for additional information	https://wbhealthscheme.gov.in/
Upload any additional information	View File

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

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

0

File Description	Documents
Upload any additional information	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

69

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

185

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	View File
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

Teaching Staff of the college face two-fold appraisal system. First, there is a self-appraisal system for the teachers. They prepare a self-appraisal document daily, stating all the administrative and academic duties performed and all the leaves taken by them. The Principal prepares a consolidated report on the basis of those self-appraisal report every month and submits it to the Department of Higher Education. Secondly the teachers have to submit a detailed Self-Appraisal Report (SAR) online once every year. These reports are checked by Reporting Officer (Principal), verified by Reviewing Officer (DPI) and are accepted by the Accepting Officer (Principal Secretary). Annual Confidential Report of Teachers are prepared by Principal and sent to higher authority. This is required for Career Advancement of Teachers.

There is no such appraisal system for non-teaching staff of the college. But performance of the non-teaching staff posted in the different academic departments is reported by the head of the departments. Performance of the non-teaching staff working in the Principal's office is scrutinized by the head clerk regularly. An overall monitoring and assessment is done by the Principal. Annual Confidential Report of non-teaching staff are also prepared by Principal and sent to higher authority

File Description	Documents
Paste link for additional information	https://www.wbifms.gov.in/cas/login?service=http%3A%2F%2Fwww.wbifms.gov.in%2Fhrms-ess%2Femployee%2Fhome.html
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

As this college is a government institution, the government conducts audit in regular intervals. The last government-audit was done in 2015.

But the college conducts internal audits regularly. Internal audits are done for non-government funds. As the audit of the government funds are prerogative of the state government.

Internal Audit has been done on the expenditure of the PG departments and some committees engaged in different administrative, financial, academic and co-curricular activities. All these departments spent money either received from the different non-government fund maintained by the office of the Principal or earned on various occasion from subscriptions, donations, advertisements etc.

Last year (2020-21) internal audits were conducted for 6 PG departments: Bengali, Botany, English, Mathematics, Psychology and Zoology. Audits for the academic session 2018-19 were conducted by the members of the Internal Audit Committee during the period from December 2020 to March 2021 and for 2019-20 were done during January, 2021.

Audits of the committees like Annual Fest, Annual Prize Day, Students' Aid Fund, Sports etc. for the financial session 2019-20 were conducted during the period from January 2021 to March 2021. A consolidated report of the audits was submitted to the Principal.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1l0f0bOAhAD46skYWaIRSjO4zeS_0QXqO/view?usp=sharing
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)

17070293

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

Describe the resource mobilization policy and procedures of the Institution within a maximum of 200 words

As a government institution the college receives large portion of its fund, Developmental as well as non- developmental from the state government. Developmental grant is distributed amongst departments, Office, PWD etc. for enhancement of Academic and infrastructural facilities. Funds are optimally utilized for procurement of new facilities as well as maintenance of Old ones.

As per requirement, the college also seeks financial assistance from different agencies of central government (UGC, RUSA, DBT Star Scheme etc.). Funds received from these sources are spent within stipulated time on specified heads and Utilization certificate is submitted to the concerned authority.

Sometimes special Grants are also released by Government for purchase of Books and instruments or to organize Seminars or

Commemorative programmes. Accordingly the college purchases books and instruments or makes a plan of action for Seminars/ Commemorative functions and implements it.

As the college maintains a cordial relationship with its former students, teachers and other associates through bodies like alumni association, it gets regular funding from the members of the larger Bethune College-family.

IQAC, with the help of different academic committees functioning under the Teachers' Council, plays a pivotal role in this coordination.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/BethuneCollege-DBTstar.htm
Upload any additional information	View File

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

(a) Academic session 2020-21 was badly affected by the pandemic. Colleges in the state were closed from 16th March 2020. But the college started its academic activities on the alternative modes from the 3rd week of March 2020. During 2020-21 academic session, classes and examinations were held as per timetable scheduled by the college and the university on the online platforms. Along with online teaching learning e-contents were developed. The whole process was planned, designed and supervised by the IQAC with help of Admission, Examination, Time-table and CBCS Committees of the college.

(b) As a parallel process of the regular academic activities the IQAC planned for a series of webinars involving all academic departments. The topics of the Webinars/ workshops covered multifarious dimensions organized by each of the 16 departments of the college either jointly or individually and also by Women studies Centre/ NSS/ Career Counselling Cell etc. Teachers and students were benefitted by these programmes and acquired the skill needed to combat the new situation. Under the supervision of the Students Activity Cell students organized webinars on different topics within or outside their syllabus.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/IOAC/BethuneCollege-IQAC.htm
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

For second and subsequent cycles - Incremental improvements made for the preceding year with regard to quality and post accreditation quality initiatives) Describe any two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC within a maximum of 200 words each

The following steps have been taken in this direction under the supervision of the IQAC:

a) Constitution of academic committee that monitors and reviews the teaching-learning process, infrastructural facilities & methodologies of operations and learning outcomes at regular intervals.

b) The college used to receive feedback of guardians and the students of the 3rd year (annual system) on academic activities and campus condition. From this session the college has started to collect feedback of the students of all the semesters. In the pandemic situation the whole feedback process was organized on online platform. It has given a micro-level picture of the academic situation of the college with more clarity.

c) Necessary steps and remedial measures have been taken by the individual teachers and academic departments on the basis of the students' feedback and recommendations made by the academic committee.

d) During the lockdown period due to pandemic students of the college could not avail the library facilities properly. The college took the initiative and arranged an alternative resource for the students. Teachers from various departments made e-contents and study material that were uploaded on the college website.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/IQAC/feedbacks/202021/IQAC-Teachers-Feedback-2020-2021.pdf
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)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.bethunecollege.ac.in/IQAC/annualReports/BethuneCollege-Annual-Report-2021.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender sensitization inculcates values of equality, diversity and inclusivity which are essential for creating a safe space for students as well as employees in a higher education institution.

The college has on-campus CCTV surveillance and security guards at the gate. There is a strong redressal system in the form of Internal Complaints, Grievance Redressal and Anti- Ragging Committees. The institute also has provisions for psychological counselling for

students and staff.

The Women's Studies Centre of the college, established in 2010, works actively to promote a gender neutral environment. The centre has recently published two books dedicated to women's issues. Women's Studies as a general course in the undergraduate level since 2012 and special papers of the CBCS curriculum dedicated to women and their issues in subjects like English, Political Science, History and Philosophy have successfully initiated academic conversation on gender equality.

A Certificate course in "Ethics and Value Education" has been introduced for under graduate 1st year students. Concepts like Feminist Philosophical Perspectives, Gender Equity and Women's Rights have been incorporated in the course's curriculum (<http://www.bethunecollege.ac.in/BethuneCollege-EthicsValue.htm>).

NSS volunteers are proactive in organizing seminars and gender sensitization programmes both inside and outside the college campus.

File Description	Documents
Annual gender sensitization action plan	http://www.bethunecollege.ac.in/IQAC/genderSensitization/7_1_1-Annual-Gender-Sensitization-ActionPlan-2020-21.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://drive.google.com/drive/folders/15miHvGfAsUv3u66xRMR_KgUw13dM1IY2

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The college takes initiatives to make the campus plastic free. The solid wastes generated in college are segregated based on their biodegradability. We maintain different coloured bins for this purpose.

For solid waste management, the basement of the college building is used for temporary storage of junk (which includes out of use instruments and furniture). A committee has been formed to supervise the disposal of these wastes. Very old, out of use, bittered books and journals are identified by the Library committee and are kept separately. The disposal of these items can be done only after seeking permission from government.

A lot of physical damage was caused in the college campus due to cyclone Amphan in 2020. According to government norms, the broken trees, walls etc. have been cleaned up with the help of PWD.

E-wastes ie, discarded Desktops, laptops, CPUs etc. are identified and kept separately from other solid wastes. This College does not dispose of its electronic wastes without the permission of the Government; out of use electronic items are stored safely.

Hazardous chemicals used and harmful waste of laboratories are carefully handled and not allowed to mix with the general waste of college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://drive.google.com/drive/folders/15YIr_a1OIC7hqVF8RwQUwgjgWAXtCoxjG
Any other relevant information	View File

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

E. None of the above

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

A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly,

B. Any 3 of the above

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

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
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 Institution takes efforts in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. International Mother Language Day (21st February), Rabindra Jayanti (8th/9th May) is celebrated every year to foster the minds of young students learning tolerance and respect for different cultures and languages.

The Backward Class and Minority Cell has been working actively to guide the SC, ST, and OBC students to manage their various issues according to the directives given by the Central /State Governments and University of Calcutta. The cell recently organized a Webinar, "An overview of the Scheduled Castes and Scheduled Tribes, Prevention of Atrocities Act 1989".

Located in the same premises Bethune College and Bethune School work together promoting harmony, diversity and inclusion. Students of the school participate in the events organized by the college and vice versa.

NSS unit of Bethune College is actively involved to aid the socially and economically underprivileged. NSS volunteers visit nearby slums accompanied by teachers to donate old clothes and to sensitize the slum dwellers about social issues.

Introducing 'humanity' as religion in admission form was another bold step taken by the college which was highly appreciated by the education fraternity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

Bethune College, Asia's first women's college, enjoys international reputation for the legacy of high standard of holistic and empowering women education. Through the curriculum students are taught about constitutional obligations- values, rights, duties and responsibilities of citizens. The following activities among others are undertaken by the College to sensitize students and employees of the Institution to the constitutional obligations :

- Vision , Mission , Motto of the Institution
-<http://www.bethunecollege.ac.in/BethuneCollege.htm>
- Code of Conduct - <http://www.bethunecollege.ac.in/bethuneCollege/BethuneCollege-coc.htm>
- Ethics & Value Education Certificate Course -
<http://www.bethunecollege.ac.in/BethuneCollege-EthicsValue.htm>
- National Service Scheme: Students are involved in many social activities befitting their social responsibilities like, adoption of a nearby slum, distribution of old clothes, awareness programs, visit to orphanage, old age home are the regular activities.
<http://www.bethunecollege.ac.in/BethuneCollege-NSS.htm>
- Bratachari course, the famous cultural heritage of Bengal -
<http://www.bethunecollege.ac.in/BethuneCollege-Bratachari.htm>
- Human Rights Cell- <http://www.bethunecollege.ac.in/BethuneCollege-HumanRightsCell.htm>
- Seminars on luminaries of Bengal -<http://www.bethunecollege.ac>

[.in/distinctiveness/BestPratice-I-Seminars-luminaries-Bengal%20Renaissance.pdf](#)

- The online application form for admission since 2019 has started an option to choose 'Humanism' as a religion among others. <https://indianexpress.com/article/education/kolkatas-bethune-college-introduces-humanity-as-religion-in-admission-form-bethunecollege-ac-in-5759278/lite/>
- Different programs are arranged throughout the year like Bethune Day, Banmahotsav, Independence Day, Teachers' Day, Republic Day, International Mother Language Day, Rabindra jayanti etc. to inculcate Universal Values.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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 C. Any 2 of the above

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

festivals

The Institution organizes national and international commemorative days and festivals as best practices and social responsibilities. The students participate enthusiastically in celebration of these events and various cultural activities throughout the year. They actively participate in the drill and march past on the Republic Day and Independence Day every year. Along with this, every year on these two days, the different clubs in the college, like Photography Club, Art & Craft Club, and Literary Club exhibit their work in the college. Students also celebrate Teacher's day (5th September) and Rabindra Jayanti (8th/9th May) every year. The College pays homage to John Elliot Drinkwater Bethune by observing his death anniversary, Bethune Day, on 12th August each year. On this day a representative section of the students/teachers/ non-teaching staff go to Bethune's tomb and offer flowers. A tree plantation festival known as Banomahotsab is organized on that day. World environment/ earth day, world wildlife day and like is commemorated through seminars, exhibition, photography contests. Special initiatives are taken for year long celebrations to commemorate Centenary, Bi centenary or Sesquicentennial birth anniversaries of famous personalities. Seminars, special lectures, exhibitions, cultural functions, Inter/ intra college competitions are organized. Commemorative volumes are also published.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice I

Organizing Seminars on luminaries of the Bengal Renaissance : A practice to remember the heroes who change our lives in all aspect [PDF]

1. Title of the Practice

Organising Seminars on luminaries of the Bengal Renaissance.

1. Objective of the Practice

The main objective has been to bring into being a generation of Indian women who, inspired by their glorious heritage would combine dignity with forthrightness, have minds that are truly illuminated, and can become dynamic, mature and large-hearted citizens of the world in the truest sense of the term. It is our goal that the pupils of this College should not only have a deep human commitment, and hearts where there is a place for all, but be able to create a space for themselves transcending their subaltern status.

1. The Context

Change is the only constant thing in the world, and this is truer for the present moment than for any other moment of history. Today, with the technological explosion, India is passing through a crucial transitional phase. Whether in communication or education, in professional opportunities or lifestyle, we witness a radical change. A change is seen even in those basic human values which are non-ephemeral.

An uncritical fascination with the Occident is seducing our best brains westward. Nostalgia should never be overpowering but we think the students of Bethune College must be cognizant of the rich heritage of their college and also of West Bengal and India. Since Bethune College is no ordinary institute but the first Women's college in this part of the world it is only natural that its pupils should not only be made aware of their glorious legacy but be encouraged to carry it forward.

1. The Practice

Bethune College organizes commemorative programmes as a tribute to eminent personalities through centenary and sesquicentennial birth anniversary of luminaries, many being leading figures of Bengal Renaissance. Exhibitions are arranged to familiarise students with their lives. Commemorative volumes dedicated to them are regularly published.

In the earlier part of this decade, 150th Birth Anniversary of Rabindranath Tagore, Swami Vivekananda, Sir Ashutosh Mukherjee and Acharya Prafulla Chandra have been celebrated.

Every year on 12th of August, Bethune College organises a memorial

lecture to honour the memory of John Elliot Drinkwater Bethune, founding father of the Institution. Bethune was an immensely important figure during Bengal Renaissance for ushering in the era of women's empowerment through education.

Ishwar Parabare, a collection of essays on Vidyasagar, edited by Principal, Bethune College, was formally released by the Minister of Higher Education on 26.9.2020, on 200th Birthday of Pandit Vidyasagar.

In academic session 2019-20, the Bi-centennial Birth Anniversary of Pandit Ishwarchandra Vidyasagar was commemorated. Week-long exhibition on "Bridging the Renaissance Era and the Post-Renaissance Freedom Movement of India: Commemorating Vidyasagar and Gandhi" was held. On 26.11.2019, a Paragraph writing competition (participation of 197 students) was held on Vidyasagar's role as an administrator, educationist and social reformer. A One-Day State Level Seminar funded by Higher Education Department, Government of West Bengal on Pandit Ishwar Chandra Vidyasagar- Revisiting the Renaissance was organized on 11.2.2020 by departments of Philosophy, History, Sanskrit, Hindi and Bengali. Eminent academicians deliberated on the topic and enriched the audience.

During 2018-19, Bethune College acted as nodal college for Kolkata district in celebration of Sampriti Saptaha, an initiative of Government of West Bengal, commemorating 125th anniversary of Chicago speech delivered by Swami Vivekananda. A week-long program was organized from 11.09.2018-17.09.2018 in collaboration with RKM Swami Vivekananda's Ancestral Home and Cultural Centre and participation from over 25 colleges. Various theme-based activities like essay writing, were conducted. Minister of State for Women and Child Development and Social Welfare, Dr. Shashi Panja graced the Valedictory session. A commemorative programme to celebrate Sister Nivedita's 150th Birth Anniversary was held from December 2016 to February 2017. Opening Ceremony along with inauguration of a seven-day long exhibition on life and times of Sister Nivedita was organized. A book dedicated to her, Mahasweta Nivedita was also published.

These lectures seminars, exhibitions and commemorative volumes have served and will continue to serve as a rich source of enlightenment and edification for our students.

1. Evidence of Success

Our students have proved that they have been inspired by the

glorious example set by these great men and women. By enthusiastically participating in the various events like creative writing, debate, poster painting, education and cultural programmes they have demonstrated that they welcome progress and revere their heritage. The students have internalized the philosophy of these noble personalities to enrich their own lives by emulating their examples as far as possible. We are confident that our pupils will be able to clear a space for themselves transcending their marginalised status as women and amalgamate Western and Eastern values into a new, imaginative synthesis.

1. Problems Encountered and Resources Required

It is difficult to acquaint the students with their rich historical past in the presence of an ever changing present. The College strives to inculcate the fast disappearing moral values of compassion, humility, industriousness and tolerance in our pupils' minds so that they become better human beings in the truest sense of the term. We require an active participation from the student community; more number of seminar halls fully equipped with audiovisual aids and trained personnel for handling the audio-visual equipments and more generous allocation of funds.

Best Practice II

PEOPLES' BIODIVERSITY REGISTER (PBR) - KOLKATA MUNICIPAL CORPORATION WARD NO. 26 View Documentation [PDF]

1. Title of the Practice

Conservation and documentation of wild biodiversity in the College campus and establishment of medicinal plant garden within the College campus. Objectives of the Practice

- Conservation of wild, ornamental, rare and endangered species. This helps in inculcating the interest, awareness and responsibility towards our environment and its protection for sustainable development and also to maintain greenery in our campus.
- Establishment of medicinal plant garden which is beneficial for generating attention and responsiveness among students, to popularise the values of medicinal plants for primary healthcare.

1. The Context

- Qualitative and quantitative study of floral and faunal components in and around the College campus.
- Vegetational mapping and tree profiling of Canopy Cover.
- Cytological study of a few species of Ficus with Barcoding, some of them is important niche for fruit bat and rock bee population.
- Preservation of voucher specimens (plants) in the College Herbarium including photo documentation of biodiversity components identified in the College campus and surroundings.
- Endeavour to establish a medicinal plant garden of at least 20 medicinal plants.

1. The Practice

The wild flora and fauna in the College campus and its surroundings have already been documented as a first step towards its conservation. It has always been a continuous effort of Bethune College to add to the greenery of the campus. Voucher specimens (plants) have been preserved in the College herbarium and Digital photo Documentation of Biodiversity components identified in the College campus and its surroundings have been done. An attempt has also been made to utilise tissue culture methods (micropropagation) to develop some over exploited medicinal plants (like Bacopamonnieri, common name Brahmi) which would protect these from getting depleted due to continuous extraction of active principles from such plants. Some important medicinal plants are maintained in flowering pots.

In February 2020, UG and PG students of Botany and Zoology along with their faculty members conducted a survey to prepare PEOPLES' BIODIVERSITY REGISTER under the initiative of West Bengal Biodiversity Board (WBBB). Biodiversity Register (PBR) is a document which contains comprehensive information on locally available Bio-resources including landscape and demography of a particular area or village. The PBR for Kolkata Municipal Corporation Ward no.26 was documented and prepared by Bethune College. The work was initiated in February 2020 covering Bethune College and its surrounding areas. Landscape, lifescape and peoplescape data were collected for the entire ward no. 26.

1. Evidence of Success

It has been possible to document more than 30 plants, some of which are roosting sites of fruit bats and nesting areas of squirrels, crows, mynas, bees and ants. A medicinal plant garden has been reared within the College campus where some species of medicinal

plants like the *Murraya exotica* L., *Herpestes monniera* (L.) Kunth, *Rauvolfia serpentina* (L) Benth., *Rauvolfiatetraphylla* L., *Kaempferia galanga* L., *Rhoeo discolor* L. are maintained. The data for PBR survey was finally documented and the report was submitted to WBBB in August 2020.

1. Problems Encountered and Resources Required

- Lack of land areas with proper sunlight throughout the day is an impediment for proper growth of the plants.
- More number of skilled labour and fund to develop and maintain the medicinal plant garden in a large scale is required by the College.
- Up gradation of the Tissue Culture laboratory in the college is required on a large scale which would be beneficial for in-vitro conservation of the plants.

Other Best Practices: During Lockdown

- Bethune College COVID RELIEF SQUAD- The country has been severely affected by the second wave of the COVID-19 pandemic. With thousands of people being infected daily in our state itself, standing by people and helping them was the need of the hour. Keeping such a thought in mind, the Bethune College COVID Squad initiative was started under the banner of Students' Activity Cell, Bethune College, on 28 April, 2021, with roughly twelve students from semesters four and six. We had started with the purpose of providing help to the families of the students and staff of our college. However, as the group expanded, it started to extend help to people from all over the state. Ultimately, the group consisting of 60 student volunteers has been able to help almost 150 people till date with help of all kind, from oxygen cylinders and hospital beds to food facilities and RTPCR tests and lot more. <http://www.bethunecollege.ac.in/studentsSection/documents/2021/covidrelief/BCSC-CovidSquad-Report-28Jun2021.pdf>
- Sanitizer Preparation: During 2020, with the breaking of the pandemic, preparation and distribution of sanitizers was the need of the hour. Bethune College took a special drive in this regard and prepared sanitizers in the laboratory of the department of Chemistry under the able leadership of the faculty members with the help of the non teaching staff of the department. Sanitizers were distributed among the Teaching and Non teaching staff of Bethune College. However, the college

did not restrict itself in distributing the sanitizers to only the staff only; an initiative was also taken to distribute the bottles to the local people in the surrounding neighbourhood.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Bethune College has always had students at its core, defining and distinctively shaping an institution of national repute in its long journey of 142 years. Students, past and present, give to this heritage institution its unique character.

Bethune College Alumni Association, Sammilani, has always taken a keen interest in the activities of the College and extends its best efforts for the betterment of the Institution and its learners. The members also come forward with financial assistance whenever needed and participate in the cultural and academic activities of the college. In the recent past, we had students like Dr Aditi Sen De and Dr. Neena Gupta who have won the Shanti Swarup Bhatnagar Prize. Our students achieve several ranks at the University level examinations every year and excel in Sports as well, carrying forward the legacy of their illustrious seniors. The college that was established with a vision of empowering women with education has indeed shaped generations of students equipped not only to engage with the world around them but to effect changes for the better. Students work harmoniously with the College administration and the Teacher's Council for the sustenance and enhancement of the academic and cultural ethos of the College.

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

The College makes very sincere efforts to ensure that the curriculum of each and every course is effectively and timely delivered. At the outset, a routine is shared with every department mentioning the exact time and venue of classes. Classes are allotted keeping in mind the credit requirements of Choice Based Credit System. Next, every department also shares a Teaching Plan with students which mention the topics to be taught by different teachers and the approximate number of classes that are allotted for completion of each topic. This helps students to understand in advance how the teaching learning process for each paper will progress during the course of the semester. Regular assignments, tutorials, tests, Remedial and Mentoring classes help in the process of deeper understanding of topics taught and in clarification of doubts. Seminars and Invited Lectures related to topics mentioned in the curriculum are also organized by the Departments from time to time to ensure exhaustive discussions on new or relatively difficult topics in the syllabus.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://drive.google.com/drive/folders/1RoalmN6n_VejGSGoPK1jGhV-qVtxqS22?usp=sharing

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

The Academic Calendar is one of the most important documents published on a regular basis by the College at the beginning of each academic session in order to give students an idea of the upcoming major curricular, co-curricular and extra-curricular activities in advance. This Academic Calendar outlines the tentative dates of (a) commencement of classes, (b) dates of Tutorial submissions, (c) dates of Internal Assessments, (d) dates of University Examinations, (d) list of holidays, (e) major College events, like Annual Sports, annual Prize, Annual

Fest, Intra- College Competition and other Cultural events, (f) Parent-Teacher Meetings. The College makes every effort to ensure maximum compliance to the schedule mentioned in this Academic Calendar.

Besides the Tutorial and Internal Assessments that are a part of the CBCS-based Term-End Examinations, individual teachers take revision tests, quizzes, assignments in order to evaluate the understanding of students on topics taught. Remedial Classes are arranged for students to improve their performance. During Mentorship classes too, students approach their mentors to seek advance references, clarify doubts. Thus, every pro-active effort is made to create an ambience in which students can constantly interact with all teachers to enrich the teaching-learning process.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://www.bethunecollege.ac.in/BethuneCollege-AcademicCalendar.htm

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	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

40

File Description	Documents
Any additional information	View File
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)**

3

File Description	Documents
Any additional information	View File
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

598

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

417

File Description	Documents
Any additional information	View File
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

The College lays immense emphasis upon imparting holistic education to its students. The teaching-learning process is further enriched by laying emphasis upon incorporating discourses on Ethics, Gender sensitivity, importance of conservation of Environment and the need for Sustainability. This is effectively done in two ways: (a) Apart from Core courses related to the mentioned topics some departments have opted for Discipline Specific Electives and skill enhancement courses that have the afore-mentioned points directly as part of the CBCS curriculum and (b) departments organize seminars/webinars, lectures, that impart knowledge about the afore-mentioned values.

Besides the CBCS syllabus prescribed content delivered by different departments of the College, a Certificate Course in Ethics & Value Education has also been introduced. All UG 1 students enroll in this programme and attend lectures, take examinations, make seminar presentations, submit projects at the end of which they are awarded certificates based on their performance throughout the course.

A Human Rights Cell also functions in the College which has organized lectures on the issue of Human Rights. The Cell has launched an Online Bulletin Board, named Jagriti, where students make contributions in the form of write-ups, photographs, posters, short bio-notes of Human Rights activists.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

10

File Description	Documents
Any additional information	View File
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	View File
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

163

File Description	Documents
Any additional information	View File
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
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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)	View File

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.bethunecollege.ac.in/IOAC/BethuneCollege-IQAC.htm#Feedback

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

664

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

186

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

For assessing the learning levels of slow learners regular remedial classes were being organized on google meet, Zoom, Google Classroom etc. Remedial assignments were set and corrected by the departmental teachers via email, Whatsapp and Google Classroom for their improvement and rectification of their mistakes. Scopes of improvement have also been discussed with the students as well as with the parents. Doubt clearing sessions were also arranged for them.

Advanced learners were encouraged to take part in various webinars, workshops and online courses so that they can listen to eminent scholars and enhanced their knowledge as well as skill. Advanced learners of different departments were motivated to present their research papers in various students seminars, they were guided to participate in different literary meet, they were encouraged to join online internship under different organizations and often they were provided with advanced research articles and book chapters so that they can frame better answers to the questions. They were also motivated to participate in group discussion, essay, poster, quiz competitions organized by the college and other institutions and they were also inspired to make their contributions for college magazines.

File Description	Documents
Link for additional Information	https://classroom.google.com/c/MTYzMzI3ODk5ODY5/p/MjI5MTQxODY5ODIx/details https://classroom.google.com/c/MTYzMzI3ODk5ODY5/a/MjE4MTk3MTM5MzE4/details https://classroom.google.com/c/MTYzMzI3ODk5ODY5/a/MTc2MDg0OTg5NDk0/details https://classroom.google.com/c/MTYzMzI3ODk5ODY5/a/MTYzMzU1NTA2OTE1/details
Upload any additional information	View File

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

Number of Students	Number of Teachers
1448	97

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Students of the college are regularly encouraged in experiential and participative learning as well as methods are devised to solve their problems. Although in 2020-21 due to the covid 19 pandemic, field trips and excursions with students were not possible like normal academic sessions, yet students of various departments had online internship which enhanced their experiences. As far as participative learning was concerned, various webinars , workshops, awareness programmes poster presentations, review projects etc. have been organized throughout the session where students are encouraged to join and actively participate and in the interactive sessions where their queries and problems were raised and resolved . Under the leadership of Career Counselling Cell , Student Activity cell and Ethics & Value Education Certificate Course , different workshops and webinars are conducted which contributed in enhancing students' learning experiences through participative learning. As the problem solving methodologies, different tutorial projects, dissertation and online presentation of papers (departmentally)

of value and ethics certificate course and ENVS projects were assigned to the students and evaluated through online mode.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://drive.google.com/file/d/1J7UWNRjF7Eoz3zHgXeuzfPmfx7SW1rVV/view?usp=sharing https://drive.google.com/file/d/1SW45i4h4JzdEMOsLEV1Zkn_jvb1jnSul/view?usp=sharing

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

To facilitate the teaching learning process, the faculty of the college always attempt to make best use of ICT enabled tools. ICT provides an effective way for acquiring and disseminating information from various sources which provides better knowledge and swifter communication.

In this session 2020-21 due to the pandemic , teachers started taking online classes on platforms like Google Meet, Zoom, Teamlink, Skype etc. Teachers also attended special training programmes and workshops on the use of ICT tools for making themselves well- equipped in LMS. Teachers used power point presentation for elaborating different topics. They shared e-books through email, whatsapp and Google Classroom which became very useful to the students as visiting libraries was impossible for them in the lockdown period. Teachers also regularly uploaded e- content and learning materials in Google Classroom and College website. Videos from Open Educational Platform and different documentaries from online archives were shared with students and you tube assisted learning was also being practised. Audio lectures recorded by teachers in voice recorders were also shared with students via whatsapp, email , Google Classroom and Google Drive. Google Forms were used to take examination like Internal Assessments.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.bethunecollege.ac.in/BethuneCollege-ICT.htm

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

93

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

97

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

66	
File Description	Documents
Any additional information	View File
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

97	
File Description	Documents
Any additional information	View File
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.

Rules and regulations regarding the Internal Assessments of the College were clearly discussed with the students at the commencement of academic session. Time schedule and the duration of Internal Examinations were also clearly informed. In all examinations like class tests, prior to the University Level Theory Exams, results were duly intimated to the examinees and they were informed about the correct answers as well as improvements needed in their answer writing. Doubts of students were clarified by the teachers. Students were regularly made aware of their mistakes so that they do not repeat the mistakes. Students are often advised to rewrite answers and send it to the concerned teacher so that he /she is able to check whether the mistakes are properly understood and rectified by the students.

For the University Level Internal Assessments, again a robust and transparent mechanism is maintained .Here the question pattern

and marking system are explained to students beforehand. If a student fails to appear in any internal examination for some valid and inadvertent causes, necessary preparations then are made by teachers to conduct a separate evaluation of absentee candidate. Transparency and security of evaluation are ensured at every step of Internal Assessment.

File Description	Documents
Any additional information	View File
Link for additional information	https://drive.google.com/file/d/1k876rWi5EP4r379tOU1pNxOb9GZc2I82/view?usp=sharing https://drive.google.com/file/d/1-lFrVe3ILD DK4YVH0mxCsEkj7MVTVPcm/view?usp=sharing https://drive.google.com/file/d/1L8XWjvNcEjbpoVWValiqMDk8UaYvo2Jn/view?usp=sharing https://drive.google.com/file/d/1TrTvCWRmbv4HP274dzJ1UDj940EVBED/view?usp=sharing https://drive.google.com/file/d/13aeY1-RxNLtMB0zO7zctCDD3uPK0i7lR/view?usp=sharing

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

The college has developed a proper and efficient mechanism to deal with any kind of examination related grievance. If any error or discrepancy in students' result is reported, teachers and administrative staff take immediate care of it and efforts are constantly made to redress students' grievances. The College provides all necessary supports if a student wants to apply for review at University Level Examinations. Following the RTI Act, students under the aegis of University of Calcutta, can also apply for a self - evaluative scope of looking at the photocopy of answers scripts. In case, any marked difference is found in students' class performance and exam results, teachers endeavour to find out the cause and discuss the matter. There is also a Grievance Redressal Cell at College where students' grievances can be reported and immediately taken care of. Principal of the College and Academic Committee also hold special meeting on results and discuss if any grievance had been found. Feedback is also collected from students and parents and their suggestions are noted. Mentoring system has also been evolved where student-mentees are encouraged to share their problems with teacher-mentors to take proper measures to redress grievances.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.bethunecollege.ac.in/BethuneCollege-RTI.htm

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.

For an improved teaching-learning, it becomes extremely necessary that both the teachers and students are informed clearly about the programme outcomes, programme specific outcomes and course outcomes of the programmes offered. The clarity in understanding contents, scope and limitations (if any) of programme or course enables the faculty to plan for entire teaching process and to execute the lecture delivery in an efficient manner. These outcomes, when explained and communicated properly to the students, help them to comprehend what they are studying and what will be their final learning outcomes after completing the entire course.

In session 2020-21, due to Pandemic, each department of the college communicated the Programme Outcomes, Programme Specific Outcomes in Online mode at the commencement of classes, and it is clearly displayed on college website. The individual course outcomes of all subjects are also properly stated on the college website and discussed in online classes. Parents are also informed about PSOs at Parent- Teacher meetings. At the Orientation Programme and Principal's Address to 1st Semester students, Programme outcomes are also communicated. The college also motivated and sent teachers to attend special workshops, symposia on course development and programme outcome so that better result can be achieved.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://docs.google.com/forms/d/e/1FAIpQLSdb278HWOEliFRhYuzCEmpmcL5H5gp4bzZnjuN8-GfXPZP3dw/viewform?vc=0&c=0&w=1&flr=0
Upload COs for all courses (exemplars from Glossary)	View File

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

The college assigns prime importance to the evaluation of performance of the students. By monitoring the attainment of program outcomes, program specific outcomes, course outcomes, this college regularly attempts to evaluate whether the students are able to achieve their goals. Throughout the year the departmental faculty record the performance of each student. Remedial lectures are also provided so that students could make pace with the expected outcome. Class tests, internal assessments, tutorials, group discussions, Viva voce - all have their role in evaluation of attainment of learning outcomes. Finally university level theory and practical examinations help in measuring the attainment level. Each department endeavors to monitor if there is any marked difference in class test results and university level performance. College also takes feedbacks from students and parents which serve as important method of measuring the attainment of program goals. Students' placement survey and analysis of their progression into higher education also help the college to evaluate the attainment of PO, PSO. Moreover, the college has an active Career Counselling Cell which organizes seminars, webinars, workshops on job opportunities and arranges campus placements so that students can receive proper guidance and be more successful in future.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.bethunecollege.ac.in/bethuneCollege/BethuneCollege-PSO-CO.htm

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**549**

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	http://www.bethunecollege.ac.in/IQAC/annualReports/BethuneCollege-Annual-Report-2021.pdf

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)**

<http://www.bethunecollege.ac.in/IQAC/sss/StudentsSatisfactionSurvey-2021.pdf>

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)**

Grants are not received during the financial year.

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

2

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://icssr.org/

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**

81

File Description	Documents
Report of the event	View File
Any additional information	View File
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**

27

File Description	Documents
Any additional information	View File
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

184

File Description	Documents
Any additional information	View File
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

During the pandemic, Bethune College COVID Squad initiative was started under Students' Activity Cell on 28.04.2021, for providing help to the families of the students and staff. However, by the end of May, it was able to help almost 150 people of the state by providing oxygen-cylinders, hospital-beds, food-facilities, RTPCR-tests etc.

In 2020-21 session, students participated in several activities organized by NSS unit of the college. Workshops on Rabindra Sangeet, Photography, Eastern Dance etc. were organized by Student Activity Cell throughout the session. Students celebrated Independence Day, Republic Day, World Environment Day, Teachers Day, Rabindra Jayanti. 10 students participated in online Yogasana competition (19.03.2021). All the videos were sent to the Honorable Judge Dr. Malay Kumar Mukhopadhyay, Joint DPI, Bikash Bhavan, Saltlake, Kolkata for preparing positional ranks.

Other programmes worth mentioning :

- Awareness Programme on "Biodiversity: Conservation and Commitment" organized by Department of Botany (UG Semester-V) under DBT Star College Scheme.
- Photography Contest on World Wildlife Day organized by Department of Botany under DBT Star College Scheme from 3rd March to 31st March, 2021
- Sanskrit Day organized by Department of Sanskrit on 03.08.2020.
- International Mother Language Day organized by the UG and PG Botany students on 21.02.2021 (online).

File Description	Documents
Paste link for additional information	https://youtu.be/Vnvpj-SFnt https://www.youtube.com/watch?v=d435EkQ2I9A https://www.youtube.com/watch?v=CLlWOPKUj-w
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

13

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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

10

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
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**

278

File Description	Documents
Report of the event	View File
Any additional information	View File
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**

4

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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 has a well-developed campus of 8926 sq. metres with six buildings dedicated towards updated teaching learning process. It is equipped with modern facilities and learning resources in terms of library, laboratories, computer centre, class room teaching, seminars, conferences and workshop to achieve academic excellence according to its vision and strategic objectives. Sharing of laboratory facilities is also encouraged between faculties. Multi Facility Centre for Arts and Science facilitate higher studies and research activities among students. Laboratories are equipped with necessary instruments, chemicals, softwares for the interest of students in resonance with the current syllabus. Libraries are Open access and fully computerized with multi-user Linux-Fedora based library software Libsys 7.0 Web Version. Library Automation is enabled by RFID technology since 2019. Computer centres are updated with current version of softwares and required hardwares. Support facilities include a well-maintained canteen, auditorium, sports ground, sports room, Prayer Hall, gymnasium, medicinal plants garden and a newly inaugurated Archive cum library including century old books, documents, journals and monographs. Classes are scheduled for optimal utilization of the available physical infrastructure

which include smart boards, LCD Projectors and wi-fi necessary to keep track with the current trends in teaching-learning.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bethunecollege.ac.in/BethuneCollege-Infrastructure.htm

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

The institution gives utmost importance to the overall development of the students and organizes various sports, games, and cultural activities on campus regularly. The Institution maintains a big field for sports and games, a Badminton Court and a Gymnasium with some necessary instruments. The college holds its Annual Sports Meet in the month of December or January every year. The college games room has indoor games like Carom and Chess, a table tennis board and other sports equipments purchased from the Development Grant. The college also provides for regular practicing of various throw and jump events. As far as the physical fitness section is concerned, the games room offers the students with bi-cycle, agro meter, twister, chest-expander, and ladies' cycle. Besides this the college also participates in various inter-college sports meets and has many prizes to its credit.

To encourage the cultural activities the institution hosts an inter college meet and intra college competitions as a prelude, where western and eastern classical and contemporary music, dance, elocution, drama, non-fire cooking, painting is performed by students. The students participate in year-round celebration of national festivals, important dates, of the calendar and birth anniversaries of stalwarts.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bethunecollege.ac.in/default.htm

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

28

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

28

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bethunecollege.ac.in/BethuneCollege-ICT.htm
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)**

9359251

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
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)**

- **Name of ILMS software: Libsys**
- **Nature of automation (fully or partially): Fully**
- **Version: Web Version 7.0**

• **Year of Automation: 2019**

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://www.bethunecollege.ac.in/BethuneCollege-Library.htm

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
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)

313910

File Description	Documents
Any additional information	View File
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

456	
File Description	Documents
Any additional information	View File
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	
<p>IT facilities have been updated on regular basis. Also, new IT equipment has been purchased as per the requirements. Overall in every year, our computer laboratories were upgraded or new laboratories set up for new requirements. Initially the college was using 32 mbps bandwidth in the campus. In 2018-2019 it was updated to 40 mbps bandwidth. Faculty and Students can avail the Wi-Fi facilities 24x7, 365 days with a common user-Id. Internet facility is provided in many of the classrooms, laboratories and the offices through Wi-Fi. Where high speed connectivity is required, wired connection through optical cable LAN services is provided to the departments. A dedicated computer center with 14 desktops is provided for browsing & accessing e-resources besides computer labs in Mathematics and Statistics department.</p>	
File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bethunecollege.ac.in/BethuneCollege-Library.htm
4.3.2 - Number of Computers	
167	
File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File
4.3.3 - Bandwidth of internet connection in the Institution	B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	View File
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)

1843606

File Description	Documents
Upload any additional information	View File
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 Institution has started utilising the fund received from DBT STAR College Scheme for purchasing sophisticated instruments for upgradation and setting up of new Laboratories, purchase of high-end books for disciplines involved and carrying out beyond-the-syllabus projects for under-grad students. Because of the closure due to Pandemic, online Teaching-learning, exams related works, conducting certificate courses and other co-curricular and extra-curricular activities continued using latest technologies and apps. E-books and e-journals were accessed through INFLIBNET - N-LIST consortium by students and teachers. In the Website Students' corner, 4-quadrant e-content was developed with contributions from faculty. The physical, academic and support facilities are maintained by College teaching and non-teaching staff Support facilities include a well-maintained canteen, auditorium, sports ground, sports room, Prayer Hall, gymnasium, medicinal plants garden and a newly inaugurated Archive cum

library including century old books, documents, journals and monographs. Classrooms are equipped with smart boards, LCD Projectors and wi-fi necessary to keep track with the current trends in teaching learning. Computers and Internet was regularly checked to keep them running during lockdown. The Institution has been sanitised regularly with automated machines by support staff during the period. Sanitizer machines have been installed strategically in the campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.bethunecollege.ac.in/IOAC/campusMaintenance/AOAR-4 4 2-Campus-Maintenance-and-Support-2020-2021.pdf

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

402

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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

51	
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	A. All of the above
File Description	Documents
Link to institutional website	http://www.bethunecollege.ac.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
837	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
837	
File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

<p>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</p>	<p>A. All of the above</p>
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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	View File
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

66

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

356

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

48

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.

24

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Bethune College Students' Committee (BCSC) is formed in consultation with the Principal and Heads of Departments. The Students' Committee takes part in academic, administrative and other activities of the College. There are student representatives in administrative bodies like the Governing Body, Internal Complaints Committee (ICC), Backward Class Cell, IQAC, Anti-Ragging Cell. The Committee actively participates in the events like Annual Prize Distribution ceremony, Sports, Fest and Intra-college Competitions, Independence Day and Republic Day functions among others. It continuously maintains an effective liaison between the teachers and the students. Student's Committee also organizes programmes like, Fresher's Welcome, Farewell for the Third Year students. BCSC organized several workshops in this session on subjects like multimedia, eastern dance, drama, photography, debate, filmmaking etc.

During COVID - 19 Pandemic, Bethune College COVID Squad initiative was started under the banner of Students' Activity Cell, Bethune College on 28.04.2021 which helped almost 150 people with support of all kinds from oxygen cylinders, hospital beds, food facilities, RTPCR tests and a lot more to the families of the students and staff of Bethune College. As the group expanded, it started to extend help to people from all over the state.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/BethuneCollege-StudentsCommittee.htm
Upload any additional information	View File

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

382

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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

Alumni Association of Bethune College, called Bethune College Sammilani is a registered body under the West Bengal Societies Registration Act, 1961 from 10th of March 2015. It started the journey as an 'Old Students Guild' on 3rd September, 1921. Sammilani is a common platform of ex- students, present teachers and ex-teachers of Bethune College. Sammilani has always taken a keen interest in the activities of College and extends support for its welfare. On Reunion day, the alumna members who have completed 50 years of their graduation are felicitated and are given, by way of gifts, the products of Self-Help groups (SHGOS). This attempt on the part of Sammilani, not only encourages the entrepreneurship of SHGOS, but also helps the weaker sections of women of our society.

The Alumni run two Endowment Funds : Jyotsnamoyee Dey Endowment Fund , Tarak Sudha Endowment Fund.

From 2017, Kadambini Ganguly Silver Medal has been introduced in the memory of Kadambini Ganguly, the 1st woman graduate and the practicing doctor of the British India.

In the Pandemic year 2020-21 some social works like helping AMPHAN victims, distributing handmade masks, donating tree saplings have been done by Sammilani. Special Prize for Bravery has been also announced.

File Description	Documents
Paste link for additional information	http://www.bethunesammilani.org/
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

Describe the vision and mission statement of the institution on the nature of governance, perspective plans and participation of the teachers in the decision making bodies of the institution within a maximum of 200 words

The college is determined to build an empathetic administration that ensures students' experience relating to the official workhassle-free and less time-consuming, campus-environment becomes cleaner and safe and the infrastructural facilities become up-to-date.

The College wants to ensure a meaningful teaching-learning experience for both the teachers and the students by monitoring the teaching methodology and scrutinizing the teaching-outcome regularly; by upgrading the physical infrastructure, modernizing the teaching-aids and incorporating cutting-the-edge instruments in laboratories on regular basis and finally by prioritizing the placement of the students in higher education and job-market.

The college always tries to inculcate a creative, socially aware and ethically sensitive self among the students by emphasizing on the co-curricular activities, focusing on the mental health and well-being of the students, promoting the value-based education and encouraging the students for participating in the extension activities.

Teachers have their representation in the Governing Body and IQAC of the college, and thus have their participation in the general and academic administration. Almost all the students-related activities are planned and supervised by the different committees of the teachers' council. Therefore, teachers play a pivotal role in making administrative and academic decisions and a role to execute them as well.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/BethuneCollege.htm
Upload any additional information	View File

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

Online Teaching-learning during Pandemic

During the lock-down period due to Covid-pandemic, the whole teaching-learning process changed over to online mode under the leadership of Principal and IQAC. To make all the teachers well equipped and effective in this new environment, the IQAC took positive initiatives. It allowed, even encouraged teachers to participate in various online training programmes on e-teaching & e-learning. The college arranged webinars and workshops on 'online teaching' in which most of the teachers participated. A 7-days online workshop was also organized by the college on making of e-content and other things associated with e-teaching. Along with the Principal of the college a teacher-representative from each department participated in that workshop with the objective that each participant would act as a resource person in their own department and would share their newly-acquired skills and experience with their departmental colleagues. Apart from this Teachers continued their participation in online Faculty Development Programmes organized by premier Human Resource Development Centres all over India. Analyzing the online feedback of the students, taken centrally by the college authority, some departments successfully extended their helping hands to their students to cultivate the skills necessary in this new mode of teaching-learning process.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/IOAC/BethuneCollege-IQAC.htm
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

DBT Star college scheme :The college envisioned an improved teaching-learning environment for the science subjects both in terms of quality of teaching and technical support; more experiments, field-base studies, seminars and workshops were aimed at, to make the process of learning more interesting and attractive to the students. DBT Star college scheme has helped in making the plan successful. Even during the lockdown period, 5 departments of the college, namely, Physics, Chemistry. Botany, Zoology and Mathematics have successfully organized several workshops and webinars on diversified scientific issues linked with human-life. Students of the science-subjects, denied of the laboratory environment due to the pandemic situation, participated in those virtual programmes with full enthusiasm. Emerging disciplines like Bio-Mathematics, Bio-Statistics or Bioinfomatics were introduced through workshops to the undergraduate students. Even Virtual Field trips were organized. World environment day and National Science Day were organized virtually. Students have participated in the photography contest and poster competitions on relevant topics. They also contributed to review projects and poster presentations. In a stressful mundane situation this new dimension helped the students immensely.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.bethunecollege.ac.in/BethuneCollege-DBTstar.htm
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 administration of the college runs as per rules and regulations laid down by the Department of Higher Education, Government of West Bengal.

The Governing Body is the highest decision-making body of the college, comprising of the Principal, teaching, non-teaching and student's representatives, government and university's nominees.

Principal is the administrative, financial and academic head of the institution. Under her/his stewardship following bodies or cell work.

Office of the Principal is engaged in different administrative and financial functions. There are 17 academic departments in the college engaged in the teaching-learning process. Internal Quality Assurance Cell monitors a large number of issues associated with teachers and students, specially focusing on the academic affairs. Teachers' Council comprising of all the teachers of the college is engaged in different administrative, academic and co-curricular activities through various committees. There are some Special Duty Cells, mostly defined or suggested by the constitutional bodies like UGC, such as Students' Grievance Committee, Anti-ragging Cell etc. These cells are engaged in works beyond the regular activities of the college. Library plays a pivotal role in the academic sphere of the college. Students' Body acts as a students' mouthpiece.

File Description	Documents
Paste link for additional information	https://wbxpress.com/west-bengal-service-rules/
Link to Organogram of the Institution webpage	http://www.bethunecollege.ac.in/bethuneCollege/BethuneCollege-Organogram.htm
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

A. All 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

Being the state-government employee, all the teaching and non-teaching staff of the college avail the General Provident Fund (GPF) scheme which presently gives 7.1% interest on the savings. If necessary, employees can take loan or may withdraw money from this account on non-refundable basis.

There is also a health insurance policy, West Bengal Health Scheme, maintained by the Government of West Bengal. All the employees serving the college on substantive basis can avail this policy.

File Description	Documents
Paste link for additional information	https://wbhealthscheme.gov.in/
Upload any additional information	View File

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

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

0

File Description	Documents
Upload any additional information	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

69

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

185

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	View File
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

Teaching Staff of the college face two-fold appraisal system. First, there is a self-appraisal system for the teachers. They prepare a self-appraisal document daily, stating all the administrative and academic duties performed and all the leaves taken by them. The Principal prepares a consolidated report on the basis of those self-appraisal report every month and submits it to the Department of Higher Education. Secondly the teachers have to submit a detailed Self-Appraisal Report (SAR) online once every year. These reports are checked by Reporting Officer (Principal), verified by Reviewing Officer (DPI) and are accepted by the Accepting Officer (Principal Secretary). Annual Confidential Report of Teachers are prepared by Principal and sent to higher authority. This is required for Career Advancement of Teachers.

There is no such appraisal system for non-teaching staff of the college. But performance of the non-teaching staff posted in the different academic departments is reported by the head of the departments. Performance of the non-teaching staff working in the Principal's office is scrutinized by the head clerk regularly. An overall monitoring and assessment is done by the Principal. Annual Confidential Report of non-teaching staff are also prepared by Principal and sent to higher authority

File Description	Documents
Paste link for additional information	https://www.wbifms.gov.in/cas/login?service=http%3A%2F%2Fwww.wbifms.gov.in%2Fhrms-ess%2Femployee%2Fhome.html
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

As this college is a government institution, the government conducts audit in regular intervals. The last government-audit was done in 2015.

But the college conducts internal audits regularly. Internal audits are done for non-government funds. As the audit of the government funds are prerogative of the state government.

Internal Audit has been done on the expenditure of the PG departments and some committees engaged in different administrative, financial, academic and co-curricular activities. All these departments spent money either received from the different non-government fund maintained by the office of the Principal or earned on various occasion from subscriptions, donations, advertisements etc.

Last year (2020-21) internal audits were conducted for 6 PG departments: Bengali, Botany, English, Mathematics, Psychology and Zoology. Audits for the academic session 2018-19 were conducted by the members of the Internal Audit Committee during the period from December 2020 to March 2021 and for 2019-20 were done during January, 2021.

Audits of the committees like Annual Fest, Annual Prize Day, Students' Aid Fund, Sports etc. for the financial session 2019-20 were conducted during the period from January 2021 to March 2021. A consolidated report of the audits was submitted to the Principal.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1l0f0b0AhAD46skYWaIRSj04zeS_0QXq0/view?usp=sharing
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)

17070293

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

Describe the resource mobilization policy and procedures of the Institution within a maximum of 200 words

As a government institution the college receives large portion of its fund, Developmental as well as non- developmental from the state government. Developmental grant is distributed amongst departments, Office, PWD etc. for enhancement of Academic and infrastructural facilities. Funds are optimally utilized for procurement of new facilities as well as maintenance of Old ones.

As per requirement, the college also seeks financial assistance from different agencies of central government (UGC, RUSA, DBT Star Scheme etc.). Funds received from these sources are spent within stipulated time on specified heads and Utilization certificate is submitted to the concerned authority.

Sometimes special Grants are also released by Government for purchase of Books and instruments or to organize Seminars or

Commemorative programmes. Accordingly the college purchases books and instruments or makes a plan of action for Seminars/ Commemorative functions and implements it.

As the college maintains a cordial relationship with its former students, teachers and other associates through bodies like alumni association, it gets regular funding from the members of the larger Bethune College-family.

IQAC, with the help of different academic committees functioning under the Teachers' Council, plays a pivotal role in this coordination.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/BethuneCollege-DBTstar.htm
Upload any additional information	View File

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

(a) Academic session 2020-21 was badly affected by the pandemic. Colleges in the state were closed from 16th March 2020. But the college started its academic activities on the alternative modes from the 3rd week of March 2020. During 2020-21 academic session, classes and examinations were held as per timetable scheduled by the college and the university on the online platforms. Along with online teaching learning e-contents were developed. The whole process was planned, designed and supervised by the IQAC with help of Admission, Examination, Time-table and CBCS Committees of the college.

(b) As a parallel process of the regular academic activities the IQAC planned for a series of webinars involving all academic departments. The topics of the Webinars/ workshops covered multifarious dimensions organized by each of the 16 departments of the college either jointly or individually and also by Women studies Centre/ NSS/ Career Counselling Cell etc. Teachers and students were benefitted by these programmes and acquired the skill needed to combat the new situation. Under the supervision of the Students Activity Cell students organized webinars on different topics within or outside their syllabus.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/IQAC/BethuneCollege-IQAC.htm
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

For second and subsequent cycles - Incremental improvements made for the preceding year with regard to quality and post accreditation quality initiatives) Describe any two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC within a maximum of 200 words each

The following steps have been taken in this direction under the supervision of the IQAC:

a) Constitution of academic committee that monitors and reviews the teaching-learning process, infrastructural facilities & methodologies of operations and learning outcomes at regular intervals.

b) The college used to receive feedback of guardians and the students of the 3rd year (annual system) on academic activities and campus condition. From this session the college has started to collect feedback of the students of all the semesters. In the pandemic situation the whole feedback process was organized on online platform. It has given a micro-level picture of the academic situation of the college with more clarity.

c) Necessary steps and remedial measures have been taken by the individual teachers and academic departments on the basis of the students' feedback and recommendations made by the academic committee.

d) During the lockdown period due to pandemic students of the college could not avail the library facilities properly. The college took the initiative and arranged an alternative resource for the students. Teachers from various departments made e-content and study material that were uploaded on the college website.

File Description	Documents
Paste link for additional information	http://www.bethunecollege.ac.in/IOAC/feedbacks/202021/IOAC-Teachers-Feedback-2020-2021.pdf
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)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.bethunecollege.ac.in/IOAC/annualReports/BethuneCollege-Annual-Report-2021.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender sensitization inculcates values of equality, diversity and inclusivity which are essential for creating a safe space for students as well as employees in a higher education institution.

The college has on-campus CCTV surveillance and security guards at the gate. There is a strong redressal system in the form of

Internal Complaints, Grievance Redressal and Anti- Ragging Committees. The institute also has provisions for psychological counselling for students and staff.

The Women's Studies Centre of the college, established in 2010, works actively to promote a gender neutral environment. The centre has recently published two books dedicated to women's issues. Women's Studies as a general course in the undergraduate level since 2012 and special papers of the CBCS curriculum dedicated to women and their issues in subjects like English, Political Science, History and Philosophy have successfully initiated academic conversation on gender equality.

A Certificate course in "Ethics and Value Education" has been introduced for under graduate 1st year students. Concepts like Feminist Philosophical Perspectives, Gender Equity and Women's Rights have been incorporated in the course's curriculum (<http://www.bethunecollege.ac.in/BethuneCollege-EthicsValue.htm>).

NSS volunteers are proactive in organizing seminars and gender sensitization programmes both inside and outside the college campus.

File Description	Documents
Annual gender sensitization action plan	http://www.bethunecollege.ac.in/IQAC/genderSensitization/7_1_1-Annual-Gender-Sensitization-ActionPlan-2020-21.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://drive.google.com/drive/folders/15miHvGfAsUv3u66xRMR_KgUw13dM1IY2

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The college takes initiatives to make the campus plastic free. The solid wastes generated in college are segregated based on their bio-degradability. We maintain different coloured bins for this purpose.

For solid waste management, the basement of the college building is used for temporary storage of junk (which includes out of use instruments and furniture). A committee has been formed to supervise the disposal of these wastes. Very old, out of use, bittered books and journals are identified by the Library committee and are kept separately. The disposal of these items can be done only after seeking permission from government.

A lot of physical damage was caused in the college campus due to cyclone Amphan in 2020. According to government norms, the broken trees, walls etc. have been cleaned up with the help of PWD.

E-wastes ie, discarded Desktops, laptops, CPUs etc. are identified and kept separately from other solid wastes. This College does not dispose of its electronic wastes without the permission of the Government; out of use electronic items are stored safely.

Hazardous chemicals used and harmful waste of laboratories are carefully handled and not allowed to mix with the general waste of college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://drive.google.com/drive/folders/15YIra1OIC7hqVF8RwQUwgjgWAXtCoxjG
Any other relevant information	View File

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

E. None of the above

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

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

C. Any 2 of the above

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
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**

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
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 Institution takes efforts in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. International Mother Language Day (21st February), Rabindra Jayanti (8th/9th May) is celebrated every year to foster the minds of young students learning tolerance and respect for different cultures and languages.

The Backward Class and Minority Cell has been working actively to guide the SC, ST, and OBC students to manage their various issues according to the directives given by the Central /State Governments and University of Calcutta. The cell recently organized a Webinar, "An overview of the Scheduled Castes and Scheduled Tribes, Prevention of Atrocities Act 1989".

Located in the same premises Bethune College and Bethune School work together promoting harmony, diversity and inclusion. Students of the school participate in the events organized by the college and vice versa.

NSS unit of Bethune College is actively involved to aid the socially and economically underprivileged. NSS volunteers visit nearby slums accompanied by teachers to donate old clothes and to sensitize the slum dwellers about social issues.

Introducing 'humanity' as religion in admission form was another bold step taken by the college which was highly appreciated by the education fraternity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

Bethune College, Asia's first women's college, enjoys international reputation for the legacy of high standard of holistic and empowering women education. Through the curriculum students are taught about constitutional obligations- values, rights, duties and responsibilities of citizens. The following

activities among others are undertaken by the College to Sensitize students and employees of the Institution to the constitutional obligations :

- Vision , Mission , Motto of the Institution
-<http://www.bethunecollege.ac.in/BethuneCollege.htm>
- Code of Conduct - <http://www.bethunecollege.ac.in/bethuneCollege/BethuneCollege-coc.htm>
- Ethics & Value Education Certificate Course - <http://www.bethunecollege.ac.in/BethuneCollege-EthicsValue.htm>
- National Service Scheme: Students are involved in many social activities befitting their social responsibilities like, adoption of a nearby slum, distribution of old clothes, awareness programs, visit to orphanage, old age home are the regular activities.
<http://www.bethunecollege.ac.in/BethuneCollege-NSS.htm>
- Bratachari course, the famous cultural heritage of Bengal - <http://www.bethunecollege.ac.in/BethuneCollege-Bratachari.htm>
- Human Rights Cell- <http://www.bethunecollege.ac.in/BethuneCollege-HumanRightsCell.htm>
- Seminars on luminaries of Bengal -<http://www.bethunecollege.ac.in/distinctiveness/BestPratice-I-Seminars-luminaries-Bengal%20Renaissance.pdf>
- The online application form for admission since 2019 has started an option to choose 'Humanism' as a religion among others. <https://indianexpress.com/article/education/kolkata-s-bethune-college-introduces-humanity-as-religion-in-admission-form-bethunecollege-ac-in-5759278/lite/>
- Different programs are arranged throughout the year like Bethune Day, Banmahotsav, Independence Day, Teachers' Day, Republic Day, International Mother Language Day, Rabindra jayanti etc. to inculcate Universal Values.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code

C. Any 2 of the above

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.

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

The Institution organizes national and international commemorative days and festivals as best practices and social responsibilities. The students participate enthusiastically in celebration of these events and various cultural activities throughout the year. They actively participate in the drill and march past on the Republic Day and Independence Day every year. Along with this, every year on these two days, the different clubs in the college, like Photography Club, Art & Craft Club, and Literary Club exhibit their work in the college. Students also celebrate Teacher's day (5th September) and Rabindra Jayanti (8th/9th May) every year. The College pays homage to John Elliot Drinkwater Bethune by observing his death anniversary, Bethune Day, on 12th August each year. On this day a representative section of the students/teachers/ non-teaching staff go to Bethune's tomb and offer flowers. A tree plantation festival known as Banomahotsab is organized on that day. World environment/ earth day, world wildlife day and like is commemorated through seminars, exhibition, photography contests. Special initiatives are taken for year long celebrations to

commemorate Centenary, Bi centenary or Sesquicentennial birth anniversaries of famous personalities. Seminars, special lectures, exhibitions, cultural functions, Inter/ intra college competitions are organized. Commemorative volumes are also published.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice I

Organizing Seminars on luminaries of the Bengal Renaissance : A practice to remember the heroes who change our lives in all aspect [PDF]

1. Title of the Practice

Organising Seminars on luminaries of the Bengal Renaissance.

1. Objective of the Practice

The main objective has been to bring into being a generation of Indian women who, inspired by their glorious heritage would combine dignity with forthrightness, have minds that are truly illuminated, and can become dynamic, mature and large-hearted citizens of the world in the truest sense of the term. It is our goal that the pupils of this College should not only have a deep human commitment, and hearts where there is a place for all, but be able to create a space for themselves transcending their subaltern status.

1. The Context

Change is the only constant thing in the world, and this is truer

for the present moment than for any other moment of history. Today, with the technological explosion, India is passing through a crucial transitional phase. Whether in communication or education, in professional opportunities or lifestyle, we witness a radical change. A change is seen even in those basic human values which are non-ephemeral.

An uncritical fascination with the Occident is seducing our best brains westward. Nostalgia should never be overpowering but we think the students of Bethune College must be cognizant of the rich heritage of their college and also of West Bengal and India. Since Bethune College is no ordinary institute but the first Women's college in this part of the world it is only natural that its pupils should not only be made aware of their glorious legacy but be encouraged to carry it forward.

1. The Practice

Bethune College organizes commemorative programmes as a tribute to eminent personalities through centenary and sesquicentennial birth anniversary of luminaries, many being leading figures of Bengal Renaissance. Exhibitions are arranged to familiarise students with their lives. Commemorative volumes dedicated to them are regularly published.

In the earlier part of this decade, 150th Birth Anniversary of Rabindranath Tagore, Swami Vivekananda, Sir Ashutosh Mukherjee and Acharya Prafulla Chandra have been celebrated.

Every year on 12th of August, Bethune College organises a memorial lecture to honour the memory of John Elliot Drinkwater Bethune, founding father of the Institution. Bethune was an immensely important figure during Bengal Renaissance for ushering in the era of women's empowerment through education.

Ishwar Parabare, a collection of essays on Vidyasagar, edited by Principal, Bethune College, was formally released by the Minister of Higher Education on 26.9.2020, on 200th Birthday of Pandit Vidyasagar.

In academic session 2019-20, the Bi-centennial Birth Anniversary of Pandit Ishwarchandra Vidyasagar was commemorated. Week-long exhibition on "Bridging the Renaissance Era and the Post-Renaissance Freedom Movement of India: Commemorating Vidyasagar and Gandhi" was held. On 26.11.2019, a Paragraph writing competition (participation of 197 students) was held on

Vidyasagar's role as an administrator, educationist and social reformer. A One-Day State Level Seminar funded by Higher Education Department, Government of West Bengal on Pandit Ishwar Chandra Vidyasagar- Revisiting the Renaissance Man was organized on 11.2.2020 by departments of Philosophy, History, Sanskrit, Hindi and Bengali. Eminent academicians deliberated on the topic and enriched the audience.

During 2018-19, Bethune College acted as nodal college for Kolkata district in celebration of Sampriti Saptaha, an initiative of Government of West Bengal, commemorating 125th anniversary of Chicago speech delivered by Swami Vivekananda. A week-long program was organized from 11.09.2018-17.09.2018 in collaboration with RKM Swami Vivekananda's Ancestral Home and Cultural Centre and participation from over 25 colleges. Various theme-based activities like essay writing, were conducted. Minister of State for Women and Child Development and Social Welfare, Dr. Shashi Panja graced the Valedictory session. A commemorative programme to celebrate Sister Nivedita's 150th Birth Anniversary was held from December 2016 to February 2017. Opening Ceremony along with inauguration of a seven-day long exhibition on life and times of Sister Nivedita was organized. A book dedicated to her, Mahasweta Nivedita was also published.

These lectures seminars, exhibitions and commemorative volumes have served and will continue to serve as a rich source of enlightenment and edification for our students.

1. Evidence of Success

Our students have proved that they have been inspired by the glorious example set by these great men and women. By enthusiastically participating in the various events like creative writing, debate, poster painting, education and cultural programmes they have demonstrated that they welcome progress and revere their heritage. The students have internalized the philosophy of these noble personalities to enrich their own lives by emulating their examples as far as possible. We are confident that our pupils will be able to clear a space for themselves transcending their marginalised status as women and amalgamate Western and Eastern values into a new, imaginative synthesis.

1. Problems Encountered and Resources Required

It is difficult to acquaint the students with their rich historical past in the presence of an ever changing present. The

College strives to inculcate the fast disappearing moral values of compassion, humility, industriousness and tolerance in our pupils' minds so that they become better human beings in the truest sense of the term. We require an active participation from the student community; more number of seminar halls fully equipped with audiovisual aids and trained personnel for handling the audio-visual equipments and more generous allocation of funds.

Best Practice II

PEOPLES' BIODIVERSITY REGISTER (PBR) - KOLKATA MUNICIPAL CORPORATION WARD NO. 26 View Documentation [PDF]

1. Title of the Practice

Conservation and documentation of wild biodiversity in the College campus and establishment of medicinal plant garden within the College campus. Objectives of the Practice

- Conservation of wild, ornamental, rare and endangered species. This helps in inculcating the interest, awareness and responsibility towards our environment and its protection for sustainable development and also to maintain greenery in our campus.
- Establishment of medicinal plant garden which is beneficial for generating attention and responsiveness among students, to popularise the values of medicinal plants for primary healthcare.

1. The Context

- Qualitative and quantitative study of floral and faunal components in and around the College campus.
- Vegetational mapping and tree profiling of Canopy Cover.
- Cytological study of a few species of Ficus with Barcoding, some of them is important niche for fruit bat and rock bee population.
- Preservation of voucher specimens (plants) in the College Herbarium including photo documentation of biodiversity components identified in the College campus and surroundings.
- Endeavour to establish a medicinal plant garden of at least 20 medicinal plants.

1. The Practice

The wild flora and fauna in the College campus and its surroundings have already been documented as a first step towards its conservation. It has always been a continuous effort of Bethune College to add to the greenery of the campus. Voucher specimens (plants) have been preserved in the College herbarium and Digital photo Documentation of Biodiversity components identified in the College campus and its surroundings have been done. An attempt has also been made to utilise tissue culture methods (micropropagation) to develop some over exploited medicinal plants (like *Bacopamonnieri*, common name Brahmi) which would protect these from getting depleted due to continuous extraction of active principles from such plants. Some important medicinal plants are maintained in flowering pots.

In February 2020, UG and PG students of Botany and Zoology along with their faculty members conducted a survey to prepare PEOPLES' BIODIVERSITY REGISTER under the initiative of West Bengal Biodiversity Board (WBBB). Biodiversity Register (PBR) is a document which contains comprehensive information on locally available Bio-resources including landscape and demography of a particular area or village. The PBR for Kolkata Municipal Corporation Ward no.26 was documented and prepared by Bethune College. The work was initiated in February 2020 covering Bethune College and its surrounding areas. Landscape, lifescape and peoplescope data were collected for the entire ward no. 26.

1. Evidence of Success

It has been possible to document more than 30 plants, some of which are roosting sites of fruit bats and nesting areas of squirrels, crows, mynas, bees and ants. A medicinal plant garden has been reared within the College campus where some species of medicinal plants like the *Murraya exotica* L., *Herpestes monnieri* (L.) Kunth, *Rauwolfia serpentina* (L) Benth., *Rauvolfiatetraphylla* L., *Kaempferia galanga* L., *Rhoeo discolor* L. are maintained. The data for PBR survey was finally documented and the report was submitted to WBBB in August 2020.

1. Problems Encountered and Resources Required

- Lack of land areas with proper sunlight throughout the day is an impediment for proper growth of the plants.
- More number of skilled labour and fund to develop and maintain the medicinal plant garden in a large scale is

required by the College.

- Up gradation of the Tissue Culture laboratory in the college is required on a large scale which would be beneficial for in-vitro conservation of the plants.

Other Best Practices: During Lockdown

- Bethune College COVID RELIEF SQUAD- The country has been severely affected by the second wave of the COVID-19 pandemic. With thousands of people being infected daily in our state itself, standing by people and helping them was the need of the hour. Keeping such a thought in mind, the Bethune College COVID Squad initiative was started under the banner of Students' Activity Cell, Bethune College, on 28 April, 2021, with roughly twelve students from semesters four and six. We had started with the purpose of providing help to the families of the students and staff of our college. However, as the group expanded, it started to extend help to people from all over the state. Ultimately, the group consisting of 60 student volunteers has been able to help almost 150 people till date with help of all kind, from oxygen cylinders and hospital beds to food facilities and RTPCR tests and lot more. <http://www.bethunecollege.ac.in/studentsSection/documents/2021/covidrelief/BCSC-CovidSquad-Report-28Jun2021.pdf>
- Sanitizer Preparation: During 2020, with the breaking of the pandemic, preparation and distribution of sanitizers was the need of the hour. Bethune College took a special drive in this regard and prepared sanitizers in the laboratory of the department of Chemistry under the able leadership of the faculty members with the help of the non teaching staff of the department. Sanitizers were distributed among the Teaching and Non teaching staff of Bethune College. However, the college did not restrict itself in distributing the sanitizers to only the staff only; an initiative was also taken to distribute the bottles to the local people in the surrounding neighbourhood.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Bethune College has always had students at its core, defining and distinctively shaping an institution of national repute in its long journey of 142 years. Students, past and present, give to this heritage institution its unique character.

Bethune College Alumni Association, Sammilani, has always taken a keen interest in the activities of the College and extends its best efforts for the betterment of the Institution and its learners. The members also come forward with financial assistance whenever needed and participate in the cultural and academic activities of the college. In the recent past, we had students like Dr Aditi Sen De and Dr. Neena Gupta who have won the Shanti Swarup Bhatnagar Prize. Our students achieve several ranks at the University level examinations every year and excel in Sports as well, carrying forward the legacy of their illustrious seniors. The college that was established with a vision of empowering women with education has indeed shaped generations of students equipped not only to engage with the world around them but to effect changes for the better. Students work harmoniously with the College administration and the Teacher's Council for the sustenance and enhancement of the academic and cultural ethos of the College.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. To prioritize NAAC Assessment 3rd Cycle. For this Uploading of SSR and IIQA to be done.
2. The departments under DBT star scheme to conduct Seminars/ projects/ workshops to facilitate teaching learning of its students.
3. To construct a net house under DBT Star project to acclimatize/ harden the medicinal plants developed via plant tissue culture.
4. Student exchange and Faculty Exchange Programme to be undertaken.
5. To start more Collaborative programmes with other

organisations.

6. To emphasize on Publication by Faculty members in national and International level Journals as well as College Publications.
7. To put stress on more e-content development by teachers.
8. To bring more and more Students' under financial support schemes.
9. To organize awareness programmes on Code of Conduct.
10. NSS activities to be accentuated.
11. To promote the activities of Human Rights Cell.
12. To strengthen Gender related programmes.
13. All departments to undertake Career counselling programmes.
14. Opening of Archives building.
15. Establishment of Bust of Pt. Vidyasagar and Sister Nivedita in the College Premises.
16. Opening of Hostel in the post Covid era.