



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

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

- Financial Status **Grants-in aid**
- Name of the Affiliating University **The University of Burdwan**
- Name of the IQAC Coordinator **Dr. Suddhasattwa Banerjee**
- Phone No. **03465457120**
- Alternate phone No. **9836782254**
- Mobile **9564231212**
- IQAC e-mail address **iqac@hbcnht.edu.in**
- Alternate e-mail address **hbcnaac@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

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

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

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

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	65.5	2007	31/03/2007	30/03/2012
Cycle 2	B	2.05	2016	05/11/2016	04/11/2021

6. Date of Establishment of IQAC

20/04/2007

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	0	0

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 4

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

- All round documentations regarding various activities of college for Preparation of NAAC visit.
- Regular updating of college website started operating at regular intervals for an all round expression of the identity of college.
- Documentation of the progress and monitoring of the recent updates of college activities were thoroughly monitored for preparation of SSR.
- Education Caravan project was taken to the next level of perfection for canvassing and propagating the academic as well as professional courses and services offered by college.
- Distance Education courses under Rabindra Bharati University and Netaji Subhas Open University started operating in full swing .

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Preparation for NAAC visit under the leadership of honorable Principal.	A team was formed under the leadership of honorable Principal started operating under constant supervision of the coordinator, IQAC to prepare the entire documentation and augmentation of essentially

	required physical and academic facilities for upcoming NAAC visit.
Planning for regular updating of college website.	Dr. Niladri Das was decided to lead the process of updating college website especially the tabs concerning different informative aspects. He was decided to be assisted by Dr. M Rahman and Sk. A. Hanif in the said process.
Planning for the progress and the recent updates of preparation of SSR.	Following successful submission of AQARs of 5 consecutive years from 2018-19 to 2022-23 the process of preparation of SSR was decided to be initiated under the leadership of honorable Principal and under constant supervision of the Coordinator, IQAC.
Further up gradation of the Education Caravan project.	Further visibility of the courses and the services available in college was planned to be operative through the Education Caravan Project moving beyond the territory of college campus and venturing into the prospective zones where from the applicable candidates can have glimpses of traces of academic as well as extra-curricular excellence.
Introduction of Distance Education and Professional Courses.	Masters Degree in different subject started under in Netaji Subhas Open University and Directorate of Distance Education, Rabindra Bharati University. A number of certificate and add-on courses were initiated both for the students of the college and for any other academic as well as professional enthusiasts.

13. Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

Name	Date of meeting(s)
The Governning Body	12/08/2023

14. Whether institutional data submitted to AISHE

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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	0	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			4		
• Were the minutes of IQAC meeting(s)			Yes		

and compliance to the decisions have been uploaded on the institutional website?	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
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<ul style="list-style-type: none"> If yes, mention the amount 	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
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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)
The Governning Body	12/08/2023
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2024	31/01/2024
15.Multidisciplinary / interdisciplinary	
The Multidisciplinary Course was not introduced by The University of Burdwan for the session 2022-23.	
16.Academic bank of credits (ABC):	
Academic Bank of Credits were not mandatory for the students for the session 2022-23.	
17.Skill development:	
Few skill development programme was carried under CBCS curriculum.	
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
The Modern Indian language courses were carried out under CBCS curriculum for the session 2022-23.	
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):	

All the Professors are focused on good outcome based quality education.

20.Distance education/online education:

The Hiralal Bhakat College is now an approved Post-Graduate Study Centre/Learner Support Centre (Code: S-05) of Netaji Subhas Open University (NSOU) starting from the Academic Year 2022-23. Renowned for its commitment to providing quality education, HB College is dedicated to offering comprehensive support to its students pursuing PG courses through open mode via its Study Centre. This initiative aims to facilitate their successful completion of courses and enhance their prospects for placement across various sectors, as well as participation in numerous research fellowship programs. The Hiralal Bhakat College has been approved as Post-Graduate study Centre/ Learner Support Centre (LSC Code: 63) of Rabindra Bharati Universitu (RBU) w.e.f. 11-03-2023. The HB College, having very good record of imparting quality education, aims at providing all-round supports to its students to complete the PG courses in open mode through its Study Centre/ Learner Support Centre, and thereby assist them to get placed in different sectors, and engaged in plethora of research fellowship programs.

Extended Profile

1.Programme

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

File Description	Documents
Data Template	View File

2.Student

2.1	4634
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	1204
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Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description		Documents
Data Template		View File
2.3 Number of outgoing/ final year students during the year		239
File Description		Documents
Data Template		View File
3.Academic		
3.1 Number of full time teachers during the year		52
File Description		Documents
Data Template		View File
3.2 Number of Sanctioned posts during the year		28
File Description		Documents
Data Template		View File
4.Institution		
4.1 Total number of Classrooms and Seminar halls		23
4.2 Total expenditure excluding salary during the year (INR in lakhs)		24479106.78
4.3 Total number of computers on campus for academic purposes		60
Part B		
CURRICULAR ASPECTS		

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The hallmark of a thriving educational institution lies not only not in its infrastructure but also in the way it guides all students towards professional growth and intellectual fulfilment. The college fulfils the said purposes through an effective curriculum planning and implementation.

The cornerstone of curriculum planning lies in academic sessions. The faculty members of various departments delve deeper into needs of specific subject areas and ensure through a collaborated effort that their course of action reflects the latest advancements in that field. Regular faculty meeting is a key feature of the educational institution, and are crucial in smooth running of the academic body of the college. The Routine Sub-Committee and the Internal Exam Committee work in coordination with Academic Sub-Committee and Teachers' Council to ensure clarity and alignment with program objectives and adherence to academic standards.

Student feedback surveys, alumni career outcomes, and faculty performance reviews provide valuable insights that help in improvement of existing standards and refinement of teaching methodologies. This process ensures the curriculum stays relevant, dynamic, and well-equipped to empower students for success.

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

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous

Internal Evaluation (CIE)

Based on the Academic Calendar prepared, the departments schedule their activities. The activities are as follows

- The overall teaching-learning process is supplemented with seminars, webinars, special and extension lectures, projects, online and offline quizzes, group discussions, ppt presentations, field work and preparation of wall magazines to monitor the academic progress of a student.
- Continuous evaluations like regular mock tests, internal assessments, projects, assignments, debate competitions, essay writing competitions etc. are conducted. Outcomes are preserved in softcopy and hardcopy, emails, Google Drive and Google classroom.
- Class tests are taken to identify the students as slow learners, advanced learners who are then provided special care through remedial and tutorials for preparing them for the final examination.

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

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

C. Any 2 of the above

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

1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
24	
File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File
1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
2	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
42	
1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year	
42	

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

1.3 - Curriculum Enrichment

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

All the programmes in Hiralal Bhakat College affiliated to Burdwan University offer at least one course that integrates various issues relevant to Gender, Human Values, Professional Ethics, Human Rights, Environment or Sustainability. They are mostly from Generic Elective Courses, but Honours Courses also give great deal of importance to these issues. They are Women Studies in India, Some Perspectives on Women's Rights in India, Gender and Education in India in History Generic Elective Courses, Fundamental Rights, Social Justice and Women, Discrimination and violence against women in Political Science Honours Courses, Philosophy of Human Rights in Philosophy Honours Courses, Contemporary India, Women and Empowerment in English General Elective Courses, Environmental Geography and Human Geography in Geography General Courses, Population Geography and Social Geography in Geography Honours Courses.

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

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

1

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

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

26

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All 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)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.hbcnht.in/images/uploads/Stakeholders%20Feedback%20Report%202022-23%20(1).pdf

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

1628

File Description	Documents
Any additional information	No File Uploaded
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

1204

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

2.2 - Catering to Student Diversity

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

Mechanism to identify the slow learners and advance learners

- Analysis of the entry level marks (XII std. Council Examinations) of the students
- To measure students' performances in UG Examination for PG courses
- To observe and assess the participation of students in regular classes.
- On the basis of tutorials, mock tests, class tests, open book test, assignments and interaction outside the class, teachers are able to judge the students and can identify the slow and advanced learners.

Programs for slow learners:-

- Supply of simplified reading materials
- Use of storey-telling techniques
- Remedial classes, counseling, Mentoring, use of audio-visual media, open book test
- Intimation about students' progress & performance through parent-teacher meetings
- Intensive coaching, tutorial classes & ICT usages
- Teachings through bilingual mode and in regional languages etc.

Programs for Advanced Learners :-

- Special guidance to write research articles and publish the same in good quality journals.
- Motivation to get the University ranks
- Encouragement to become a team leader in peer tutoring sessions and supply of advanced study materials
- Assignment of special projects like book and movie review, analysis of current issues relevant to their subjects
- Recognition for their achievements at various forums.

- Guidance to take part in workshops, webinars and seminars
- Guidance for competitive / Entrance examinations
- Advising the students to access more reference books from college library.

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

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

Number of Students	Number of Teachers
4634	52

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Hiralal Bhakat College makes serious efforts in delivering effective teaching and learning experiences of students and teachers alike .

Experienced Learning:

Department specific activities in the college extends much beyond conventional chalk and talk method.

Participative Learning:

- Group discussions and field visits are conducted
- Student seminars are regularly organized
- Projects are regularly done
- Various co curricular activities are organized for students and they are encouraged to participate in them

- Guest lectures are offered to students on a regular basis by experts and academicians of various fields
-
- The college also organizes workshops on digital literacy for students and teachers to bridge the digital divide
- Outreach Programmes are organized on a regular basis to promote digital awareness and social inclusion
-
- NDLI and INFLIBNET are regularly used for facilitating progressive knowledge of students and teachers.
-
- The college organizes student led discussions and group projects to enable students to foster collaboration and communication skills.
- Students are presented with real-world scenarios relevant to their field of study and are challenged to work in teams, analyze data, and propose solutions.

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

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

HiralalBhakat College holds immense potential for nurturing bright minds. It regularly uses Information and Communication Technologies (ICT) to offer a transformative approach to teaching and learning.

- The college has 65 desktops and laptops, and 2 fibre Broadband
- Classrooms are equipped with 4 projectors and wifi enabled to offer dynamic learning environment
- Printers and Scanners are available for the use of all the

departments and library

- 4 wifi routers are installed for easy internet access of faculty and students
- The college library has access to more than 200000 ebooks and ejournals accessible on <https://nlist.inflibnet.ac.in/>.
- The college provides CAMS for upload of study materials and books for the aid of students
- Our College has a fully automated library where all students and teachers can easily access books and journals.

A dedicated technical support team is available for smooth operation and trouble any technical issues.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.hbcnht.in/album_details.php?albumId=41

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

26

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	No File Uploaded

2.4 - Teacher Profile and Quality

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

52

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

13

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

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

2.4.3.1 - Total experience of full-time teachers

403

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

2.5 - Evaluation Process and Reforms

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

Internal examination system is transparent, flexible and robust. The college follows the Burdwan University regulations for the internal evaluation process of the theory and practical subjects. The process is conveyed to the students during the induction programme at the beginning of each academic year & to the parents during Parent-Teacher meetings.

- Students' performances are assessed through continuous academic (assignments, creative writing, group discussions etc.) and non-academic (poster presentations, cultural competition, sports/games etc.) events throughout the year to make them expressive, articulate & enable them to think critically.
- Continuous assessments in the form of written/mock tests/online MCQ are conducted, after the completion of each topic or the course, to evaluate and measure student's performance.
- Slow learners' performances are also assessed throughout the year through class monitoring and taking of revision /remedial classes.
- The performance of each student is discussed in the class specifying the problems & mentoring scope for improvement.

In case of grievances, mostly in written form, related to untimely submission of answer scripts & requests regarding reassessment of answer scripts, the matter is placed & resolved in the respective departmental committee meetings/ Grievance Redressal Committee.

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

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

Hiralal Bhakat College has a well defined mechanism to ensure fairness and continued trust of students in the exam system.

- Among the various committees of the college, the routine and examination committee play vital role in ensuring standardized assessment practices, minimize ambiguity and potential bias.
- The college makes great effort in encouraging maximum student attendance. The records of attendance of students

are regularly displayed by the departments, and teachers of every department regularly communicate with parents of students with poor attendance records.

- Hiralal Bhakat College maintains a clear communication system through a centralized information portal that outlines exam procedures, evaluation criteria and timelines.
- Faculties are regularly trained and workshops are held for teachers and students on exam procedures, exam etiquette and regulations.
- After the answer scripts and project reports of internal exams are evaluated by teachers, the results are communicated to the students and one on one parent-teacher meetings are held to discuss the results.
- The college has a robust mechanism of addressing post exam grievances. Transparency is key at all levels and detailed minutes of grievance meetings are made accessible to students. This allows students to foster trust and understanding for the decision making process.

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

2.6 - Student Performance and Learning Outcomes

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

Hiralal Bhakat College displays course outcomes (CO) and programme outcomes (PO) on its website, subject to prior approval from BU.

Cos are framed at departmental meetings based on the University's authorised curriculum.

During the induction meeting at the start of each semester, mentees are informed about their course's COs and POs. Implemented Cos, Pos, and PSOs through class interaction, parent-teacher meetings, and student-teacher communication, allowing all stakeholders to communicate challenges and opportunities related to studying a specific course.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.hbcnht.in/course_outcome.php
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.

- CO, PO & PSO attainment will be done through direct and indirect methods.
- In direct method, the marks scored by students' for each paper during internal assessment and external examination are recorded. The average of ratings scored by the students for each course is calculated to assess the attainment of COs.
- In the indirect method, exit form survey is conducted for all students at the end semester through questionnaires. The rating and relation of PO & PSOs with the questionnaire is depicted in quantitative form. The components of the collected data are interrelated and influence the attainment level. The final attainment is obtained after target level is reached from both the methods.

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

2.6.3 - Pass percentage of Students during the year

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

239

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	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

[https://www.hbcnht.in/images/uploads/Stakeholders%20Feedback%20Report%202022-23%20\(1\).pdf](https://www.hbcnht.in/images/uploads/Stakeholders%20Feedback%20Report%202022-23%20(1).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)

0

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

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

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

0

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

15

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

3.2 - Research Publications and Awards

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

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

11

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

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

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

20

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

3.3 - Extension Activities

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

Every department at Hiralal Bhakat College routinely took part in various community service projects and extension initiatives in the rural Nalhati area and surrounding villages.

Seminars , workshops awareness programmes are a regular feature of the extension activities of the institution.

National Service Scheme (NSS) Unit, the National Cadet Corps (NCC), of Hiralal BhakatCollege regularly organized various social outreach programmes to practice social responsibility.

While some awareness programmes were run online in 2022-2023, some extension efforts were carried out offline in local areas.

The College organizes outreach programmes for marginalized communities. Workshops on literacy, legal rights, legal awareness, human rights awareness programmes, financial literacy and vocational skills are regularly organized to promote social inclusion and upward economic mobility .

Such programmes include:

Environmental awareness drive Annual Quality Assurance Report of HIRALAL BHAKAT COLLEGE

The institution also provides support to students of SC, ST and OBC communities in order to enable them to achieve their goals of

professional fulfilment

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

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

0

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

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

10

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

10

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

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

0

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

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

17

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college campus at present is divided mainly in three new buildings. It facilitates excellent infrastructure for teaching-learning process, career progression and higher education. The Administrative building accommodates the chamber of the Principal, Administrative Office, Library, Gymnasium, Classrooms, Teachers' Common room, Students' Union room, NSS room etc.

Other buildings of the college accommodates NCC room, seminar hall, Career Counselling Cell, Laboratories, classrooms etc.

The seminar room is ICT-enabled. The library facilitates the easy accessibility of library books from college and outside via N-LIST. The college offers wheel chairs for differently able persons.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.hbcnht.in/album_details.php?albumId=42

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

The institution has adequate facilities for cultural activities, sports, games, gymnasium etc.

These are enumerated below:-

- **Sports/ Games :-** Various sports facilities are provided to the students within the campus focusing sports as an extracurricular activity. The college is committed to create a balanced atmosphere of academic, cultural and sports activities for the overall personality development of the students.
- **Gymnasium :-** A fully furnished Gymnasium hall is available in the college with motorized treadmill, Electronic spin bike, Multi Gym station etc.
- **Cultural Activities :-** The college also encourages students to participate in various cultural & literacy activities like wall magazine publications, Annual Function, Freshers' Welcome ceremony, Teachers' Day celebration, Rabindra Jayanti etc. in which students exhibit their talents.

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

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

2

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.hbcnht.in/album_details.php?albumId=41
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)

611162

File Description	Documents
Upload any additional information	No File Uploaded
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)**

The college library serves all members of the college community, including students, faculty, and staff. This library is constantly expanding and currently has over 26000+ printed volumes, 6000+ e-journals, and 1,00,000+ e-books thanks to its membership in the INFLIBNET NLIST. This library is completely automated. All of the library's housekeeping activities (accessioning, cataloguing, circulation, and searching) are begun automatically. This library now uses CAMS 3.0, an integrated library administration programme, for all home tasks. The future plan is to barcode the library's books.

Facilities or services available for the users of the College Library:-

- Book Issue and Return
- Reading Room Facility
- Internet Facility
- Online Public Access Catalogue (OPAC) Facility
- Telecasting of educational contents through Swayanprabha Channels
- INFLIBNET-NLIST Service (Accessing e- books and e-journals)
- Referral Service through the links of different important organizations
-

Previous year question papers are available on the website. It is viewable, downloadable, and printable depending on the needs of the consumers. This is a 24/7 facility that can be accessed from anywhere via internet connectivity.

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

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

C. Any 2 of the above

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

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

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

82876

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
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

205

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

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

- The organisation regularly refreshes its IT infrastructure, including hardware, software, and Wi-Fi connectivity.
- The university currently possesses around 65 computers, including laptops and desktops, that are used in various classrooms, laboratories, libraries, seminar halls, and virtual classrooms to ensure that the teaching-learning process runs smoothly and efficiently. Projectors, amplifiers, speakers, and microphones are also placed.
- The college's computer science, mathematics, and geography departments all have well-equipped computer labs.
- The College Library has two dedicated computer terminals with broadband internet connectivity to search for educational publications. Teachers and students utilise these computers for instructional purposes.
- The Computer Science Department uses open-source and licenced software such as Ubuntu, Oracle, and Python.
- CCTV cameras have been deployed at conspicuous locations throughout campus for 24-hour surveillance.
- The institution provides a dynamic website with information about activities. - Printers and scanners are provided in departments and offices to ensure seamless daily operations.
- LAN connections, both Ethernet and Wi-Fi broadband internet access, are accessible in the departments and office building. In this session, the college upgraded its internet facilities to a 50mbps Leased Line connection.
- To facilitate a successful online teaching-learning process, the college has enrolled with the Google workspace for Education for this session.

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

4.3.2 - Number of Computers

60

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

17.1

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

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

The college has established systems and procedures for meticulous maintenance and upkeep of various facilities.

A dedicated team of electricians, plumbers, sweepers, carpenters, and gardeners provide round-the-clock service to departments, classrooms, canteen, laboratories, and libraries.

Fire extinguishers are regularly checked.

Technical assistants hired from outside check, clean, calibrate, and maintain computers and peripherals.

Building renovation, maintenance, and repairs are outsourced.

Laboratory Assistants are responsible for maintaining the Science Department's laboratories and equipment.

When purchasing equipment, it is always verified that the installation and maintenance costs are covered by the company that supplies the equipment. The majority of services and equipment are covered under annual maintenance contracts (AMCs). The AMC facility provides maintenance for generators, air conditioners, CCTV cameras, water purifiers, software, and so on.

Every year, pest control is performed in the library to keep the books, journals, and archives secure.

Camera surveillance protects the college campus.

The canteen committee oversees food quality and ambience.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.hbcnht.in/album_details.php?albumId=42

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

2439

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefitted 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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

2468

File Description	Documents
Upload any additional information	No File Uploaded
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

C. 2 of the above

File Description	Documents
Link to institutional website	https://www.hbcnht.in/images/uploads/impact%20of%20yoga%20in%20present%20day%20lifestyle%202022-23.pdf
Any additional information	No File Uploaded
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

155

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

155

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>D. Any 1 of the above</p>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------

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	No File Uploaded

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

0

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

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

5.2.2.1 - Number of outgoing student progression to higher education

10

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

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

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

1

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

5.3 - Student Participation and Activities

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

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

0

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

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

Students are an important aspect of the college. Their participation in college administration and activities is necessary for honest governance, the promotion of academic culture, and the preservation of student interest. Students' representatives are often chosen through student elections; however the West Bengal government has recently prohibited student elections in order to prevent undesirable political meddling in the education system. However, the Hiralal Bhakat College authorities have incorporated student representation on the college's many administrative, cultural, and academic committees. Such bodies include the IQAC, Anti-Ragging Committee, Sports Committee, Grievance Redressal Cell, NSS/NCC Advisory Committee, and so on. In 2022-2023, students from several departments participated in the following activities:

- Organisation of Student Week and many other cultural activities such as celebration of Teachers' Day
- Organization of the Annual Fresher's Welcome ceremony & Annual Function.
- Celebration/ Observance of different commemorative days and events.
- Organization of Blood Donation Camp as a part of NSS units of the college.
- Assistance to the college authority to keep the campus green
- Conduct of the Annual Sports Meet.

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

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

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

20

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

5.4 - Alumni Engagement

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

Former students of Hiralal Bhakat College are now well-established in their various sectors, such as education, business and industry, social work, government and service, agriculture, sports, and politics. Alumni play an important part in Hiralal Bhakat College's development and promotion of academic culture. The Hiralal Bhakat College Alumni Association participated in a variety of developmental and constructive initiatives during the academic year 2022-2023. A few of them are described below

- Annual Sports Meet
- Annual Cultural Meet
- COVID-19 vaccination Camp
- Annual Function & Fresher's Welcome Ceremony
- Placement/ Career Guidance Assistance
- Holding Alumni Lecture (Department of English)
- Alumni Meet

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

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

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

- Its mission is "to transform the institution into a centre of excellence in the arena of higher education and contribute to the inclusive development of the country by generating quality human resources." The college aims to provide quality education and promote holistic development for its students.
- The goal of governance and leadership executed in the institution is normally to achieve its missions and vision. The Governing Body makes decisions on financial, educational, and infrastructure issues.
- The Governing Body reviews the strategy plan, recruitment, and various academic and administrative recommendations. The Finance Committee evaluates expenditure plans and makes recommendations to the Governing Body for approval. The IQAC's responsibility is to ensure quality.
- The Principal serves as a catalyst for giving shape to the concepts discussed by statutory and non-statutory bodies. The Principal continuously supervises the academic and administrative functions of the school to ensure quality.
- The Academic Council approves new courses, entrance and examination procedures, CBCS implementation, teaching and learning evaluation improvements, and academic norms. The college encourages participatory decision-making through committees comprised of both teachers and students.

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

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

Hiralal Bhakat College prioritises decentralisation and participatory management in its administrative and academic processes. This involves allocating tasks to staff and students at various levels.

Committees are established to handle many aspects of education, instruction, administration, culture, sports, and overall growth for professors and students.

The Principal and IQAC form a variety of statutory and non-statutory committees to plan various activities. Most committees and cells are chaired by a convener, a few other faculty members, and a number of students.

To foster creativity and flexibility, the committee's component members and programme coordinators are periodically replaced. The cell and committee members hold frequent meetings to plan and organise activities.

Starting with setting the work schedule, syllabus -related activities, identifying and running different certificates programs, and life skills programs, teachers have been given the freedom to suggest other activities, encouraging collaborative decision-making.

The entire institution assures a system of participative management in which management, staff, and students are all involved in the information flow and decision-making processes

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional perspective plan is consistent with the institution's vision and mission, which serve as ongoing motivators for enhancing academic policies and tactics.

It is effectively deployed on bringing quality improvements in the areas of:

- Teaching-learning process
- Research, collaboration and extension activities
- Academic infrastructural facilities
- Student support activities and student progression
- Internal quality assurance system
- Governance, leadership and management
- Curricular planning and implementation
- Enhancing Academic flexibility and capacity building

Following the completion of NAAC's second cycle of accreditation in 2016, the college authority developed a five-year strategy plan of events and activities to encourage growth and development in four important areas. The introduction of new courses and programmes is one example of a broad area where the Institutional perspectives and strategic plan have been successfully implemented.

This has been achieved through the deployment of Action Plan for the following initiatives:

- MOUs signed with other college for training and curriculum implementation
- New certificate courses are introduced keeping in mind their relevance and market needs

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.hbcnht.in/images/uploads/plan%202020-21.pdf
Upload any additional information	No File Uploaded

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 institution has a clear organisational structure and governance. The organisation illustrates the administrative system's hierarchical structure, as well as the locations and ranks of numerous committees. The Principal oversees the college's academic and other operations, with support from the IQAC and Department Heads.

Among statutory bodies, the governing body is in charge of planning and monitoring. The Governing Body approves all proposals, plans, and budgets given by academic subcommittees, finance committees, and other non-statutory entities. The Academic Subcommittee is the exclusive authority in academic matters.

Non-statutory bodies are in charge of the general planning and execution of academic, non-academic, co-curricular, and extracurricular activities. Non-statutory bodies include the Examination Committee, Tender Committee, Purchase Subcommittee, Building Subcommittee, IQAC, Grievance Redressal Cell, Admission Committee, Cultural & Sports Committee, Students Welfare Committee, Internal Complaints Committee, Code of Conduct Monitoring Committee, Library Subcommittee, Anti-Ragging Committee, Career Counselling Cell, NSS Committee, Research Committee and Canteen Committee.

Standard Operating Procedures (SOPs) are developed for a variety of academic and administrative functions. The recruitment system,

promotional policies, and service regulations follow the norms of the Department of Higher Education, Government of West Bengal, as well as the UGC guidelines for appointments in West Bengal's State Aided Colleges.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
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

The institution has effective welfare measures for teaching and non-teaching staff of the college

Welfare measures for Teaching staff:

- GPF Scheme
- Quick PF loan facility
- Puja bonus, Puja advance
- First Aid/ Health check up

- Teachers Day Celebration
- Help for inclusion in the West Bengal Health Scheme
- Faculty Development Programme
- Annual picnic
- ICT facilities
- Farewell ceremony for teaching staff
- Canteen facility
- Gym & sports facility
- Guest Room facility for short time stay
- Casual leave, compensatory leave, maternity leave, earned leave, medical leave etc.

Welfare measures for non-teaching staff:-

- GPF Scheme
- Quick PF loan facility
- Puja bonus, Puja advance
- First Aid/ Health check up
- Canteen facility
- Gym & sports facility
- Guest Room facility for short time stay
- Casual leave, compensatory leave, maternity leave, earned leave, medical leave etc.
- Faculty Development Programme
- Annual picnic
- Farewell ceremony for non- teaching staff

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

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

14

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

0

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

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

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

9

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

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

The followings are the institution Appraisal System for teaching and non-teaching staff

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

During the annual cultural function, the college administration also rewards and recognises staff members for their outstanding accomplishments in academic and administrative areas of operation.

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

6.4 - Financial Management and Resource Mobilization

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

The followings are the institution Appraisal System for teaching and non-teaching staff

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

During the annual cultural function, the college administration also rewards and recognises staff members for their outstanding accomplishments in academic and administrative areas of operation.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

1

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The college's governing body, principal, finance committee, and purchasing committee all work together to make the best use of the college's resources.

Key resources:-

- Interest on Investment funds
- Students' fee collection
- Government Funds:- The institution is vigilant in mobilizing funds from various Government schemes, and has received funds from the State Government, Central Government funds such as RUSA fund.
- Non- Government Funds:- The institutional leadership takes initiatives to mobilize various resources from Industries, generous alumni, parents, sponsors, well-wishers and philanthropists.

Optimal Utilization of Resources:

Hiralal Bhakat College has a well-defined procedure in place to ensure that available financial resources are utilised effectively and efficiently for the development of academic processes and infrastructure.

Utilization of Resources is primarily for:

- Sports and cultural activities
- Student and staff support measure
- Software, Electricity & internet charges
- Library Resources
- ICT infrastructure
- Repair & maintenance work
- Staff Salary
- Development of Physical Infrastructure

- Introduction of innovative teaching-learning practices
- Conduct of Seminars/ workshops by Departments

The mobilized funds are utilized according to the provisions of management and other funding agencies.

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

6.5 - Internal Quality Assurance System

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

Since its inception in 2007, IQAC of the college has made major contributions to the institutionalisation of quality assurance methodologies and processes. In the assessment year 2022-2023, the important contributions of IQAC in quality assurance and enhancement are:

- Conduct of regular audit
- Organization of good number of seminars/webinars/workshops in collaboration with other academic departments of the college to sensitize both teachers and students regarding various contemporary issues
- Signing of MOUs with many other higher education institutions
- Intense extension activities
- Introduction of student friendly teaching-learning methodologies
- Remarkable achievement in terms of academic and physical infrastructure

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

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

IQAC being the central body within the college monitors and reviews the teaching-learning process regularly.

- The IQAC has designed a structured feedback form on teacher's performance, curriculum and infrastructure. To review its teaching learning process, structures and methodologies of operations and learning outcomes
- Organizes different kinds of audits like academic audit, administrative audit, financial audit etc.
- Analyzes result-related data which are shared with the Principal who takes the necessary action for better performance.
- Departments are asked to submit daily records of academic activities at regular intervals.
- Teachers are asked to maintain an academic diary.

Various creative actions and improvements were implemented in response to the feedback and audit reports received. Based on such reports, IQAC launched measures to improve ICT facilities and offer certificate courses.

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

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

C. Any 2 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution acknowledges 'Gender Equality' as one of the Sustainable Development Goals & strives to achieve it through certain practices:

Ensuring a safe and secure campus through the use of closed circuit cameras installed throughout the institution to monitor all actions on the college grounds. No student is permitted to enter campus unless they provide their college-issued identification cards.

Different groups, such as the Internal Complaints Committee (ICC), Anti-Ragging Cell, Grievance Redressal Cell, and Code of Conduct Monitoring Committee, have been constituted and are operational to effectively handle issues and maintain the maintenance of a good and conducive environment on campus.

Several awareness programs for the promotion of gender equity are organized.

The college provides sports facilities for all its female students on its campus.

The College has Ladies common room dedicated for female students only.

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

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

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

Hiralal Bhakat College tries to conserve the environment by implementing sustainable practices and has an effective waste management system. When it comes to garbage management, Hiralal Bhakat College follows the three R's: reduce, reuse, and recycle. The college has procedures in place for categorising rubbish into biodegradable and non-biodegradable categories, with various bins located throughout campus. The business uses eco-friendly methods to dispose of various types of garbage.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded
7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	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	No File Uploaded
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit	A. Any 4 or all of the above

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	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

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

C. Any 2 of the above

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

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).

Cultural & Regional :-

- "Rabindra Jayanti" celebration
- Celebration of " National Youth Day"
- Saraswati Puja was celebrated on the auspicious occasion of Basant panchami.
- Celebration of International Yoga Day
- Women's Day" and the self-defense program were organized on 8th March, 2023.

Linguistic:-

- Observation of International Mother Language Day on 21st February, 2023.

Communal & Socio-economic:

- Topics related to human rights, peace, tolerance, harmony, promotion of social values, awareness of environmental protection etc. are added into the curriculum.
- An environment is created in the classrooms and cultural programmes in which the students learn to appreciate the diversity and get sensitized to tolerance and pluralism.
- Extra-curricular activities develop students' attitudes toward the promotion of tolerance and harmony

Gender and Differently Abled Person:-

- Equal access and rights for women and men
- Facilities for the differently abled persons

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

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

The following activities symbolize as the sensitization of students and employees of the Institution to the constitutional obligations:

- Republic Day was observed on 26th January, 2023.
- The stakeholders of Hiralal Bhakat College observed 75 years

of independence under the title of Azadi ka Amrit Mahotsav on 15th August, 2022.

- Netaji Jayanti (Parakram Divas) was observed on 23rd January , 2023.
- Constitution Day was celebrated on 26th November, 2022 by the NSS & NCC volunteers.
- Students' Week was celebrated by the college in the 1st week of January as a mandatory programme of the Dept. of Higher Education, Govt. of West Bengal.
- Participation of college students in the National Youth Parliament.
- Social activities, AIDS awareness camp, Tobacco prevention camp were also organized by the college.
- A voter awareness drive was conducted.

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

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	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	No File Uploaded
Any other relevant information	No File Uploaded

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

The college celebrates important national and international days, commemoration days, and festivals with enthusiasm and emotion. All of the college's stakeholders come together to celebrate these occasions on campus, promoting cooperation, peace, and harmony between humans and the environment. The college organises many celebrations, including:

- Rabindra Jayanti Celebration
- National Youth Day celebration
- Saraswati Puja celebration on the auspicious accession of Basant Panchami.
- International Yoga Day
- Teacher's Day
- Freshers' Welcome
- National Science Day
- International Mother Language Day on 21st February
- Republic Day on 26th January
- Independence Day on 15th August
- Netaji Jayanti on 23rd January
- No Tobacco Day
- World Environment Day
- World AIDS Day

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

7.2 - Best Practices

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

1. Education caravan was arranged by IQAC during the month of July 2022 for propagating the courses both curricular and professional to the surrounding locality. Honorable principal in accompaniment with a number of teaching and non-teaching staff of college visited surrounding locality especially the feeder schools with a flex a sound system and a canvassing video. Interpersonal communication with prospective students was arranged in each session of a couple of hour. There were 8 such sessions in total which finally resulted in a larger frame of visibility among prospective students. It influenced the admission process during July and August 2022 in a positive way.

2. Hiralal Bhakat College being situated in a semi urban area caters to student population coming from remote rural places of the district. It plays a crucial role in democratizing access to higher education, particularly for students from geographically isolated and socio-economically disadvantaged backgrounds. It caters to This essay explores to student diversity by offering skill-based programs, providing academic support systems , and taking scientific and differentiated for education of both advanced and struggling learners. Interpersonal counseling sessions were arranged at regular interval for making the said category comfortable with the prevalent academic structure.

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

7.3 - Institutional Distinctiveness

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

Hiralal Bhakat College (Affiliated to the University of Burdwan) has been established with one of its mission to cater to the needs and aspirations of its neighboring community mostly comprising of first generation learners. The college is consistently striving to extend quality and inclusive higher education to rural people, women and backward class people of the locality.

The college get RUSA fund for various purposes. One of the problems of the college is shortage of sufficient land for flourish of its different wings. The college has taken a very crucial step to eliminate many bottlenecks from the newly purchased land and tries to prepare the purchased land for its perfect utilization. Many reformative activities have been done to make the land usable for various purposes of the college in near future.

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

7.3.2 - Plan of action for the next academic year

1. Successful completion of the construction of the new set up building from RUSA grant.

2. Up gradation of LRO record of the newly purchase land for the second campus of college.

3. Sorting out the entire dispute regarding possession of the exact territory of the said land.

4. Up gradation of the said land for turning it from and firming plot to one likely to be developed into the second campus of college.

5. Construction of the second floor the building consisting the department of Geography, Commerce and English.