



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**BENGAL FINE ARTS COLLEGE**

**BENGAL FINE ARTS COLLEGE ART COLLEGE ROAD P.O.- CHANDPARA  
BAZAR NORTH 24 PARGANAS**

**743245**

**[bfacollege.co.in](http://bfacollege.co.in)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**November 2021**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

With a view to generate a new idea in education, Rabindranath Tagore founded Visva-Bharati at Santiniketan in 20th century. Kala Bhavana, a college of art was invariably introduced along with other faculties.

In the post independence period *Rabindra Bharati* University was founded by the Government of West Bengal in memory of Rabindranath Tagore at his residence at *Jorasanko* for the upliftment of visual and performing arts. Indian Society of Oriental Art, Academy of Fine Arts. Birla Academy of Art & Culture, West Bengal State Academy of Dance Drama Music and Visual Arts, *Rajya Charukala Parsad* and such other art societies have been conducting various activities for the promotion of art since their inception. Cultivation of art in our country resumed in late 19th and early 20th century. A few schools and art societies were established in Kolkata and elsewhere. But unfortunately social and political consciousness needed for the exploration of art and artists have remained inadequate till today.

In our state, an air of ignorance seems to hover over society in this regard. Demand is always high while resources are meager. However, in 1979, defying all handicaps Bengal Fine Arts College was founded by Debnarayan Debnath who was also the Principal retired in 2019. Since inception numbers of activities, i.e. Art Development Project, Art Education Project, Art Exhibitions, Seminars, Workshops etc. have been organized by the institution.

The degree college got affiliated to Indira Kala Sangit Vishwavidyalaya in the year 1998 and recognized by UGC in 2003. From the session 1998-99 B.F.A. - 4-year degree course (Painting and Sculpture) had been introduced.

An estimated 180 students attend this college. Last 20 years we have given more than 600 degrees.

### **Vision**

The College Foundation Society is a non-profit making, non-political, non-communal, social voluntary organization. It was founded in 1979 by *Shri Debnarayan Debnath* who was the Honorary Principal of this college.

The Founder wanted to serve the educationally and culturally backward people and to uplift them by imparting education and adequate training; to manage and maintain schools and colleges for teaching in visual arts (graphic & plastic) and performing arts (music, dance & drama), along with vocational training; to organize seminars, conferences, performances, exhibitions in the field of visual and performing arts including traditional art and culture; to grant recognition to scholars, performers in various art media, for their outstanding achievements through awards/certificate of honor etc.; to foster and develop folk art and music as well as to encourage the folk artists; to establish, manage and maintain departments or centers for art-medium child

centric elementary education, non-formal education; to organize, manage and maintain separate groups for organizing exhibitions in India or abroad for the promotion of Indian culture; to publish books and periodicals etc. and to organize meetings, seminars, workshops, conferences, performances, competitions, exhibitions and training etc. in the field of visual and performing arts including traditional art with a view to encourage the cultivation of art and culture in general schools and colleges.

Since inception of the institution it has been trying to create interests in art education (visual and performing) emphasizing its vocational value to the general school and college students to promote Indian traditional and classical art by undertaking various activities.

### **More about our visions:**

- Student Success and Completion: Meeting student needs by creating an educational environment to attain a variety of goals.
- Excellence: Maintaining a high standard of integrity and performance.
- Collaboration: Seeking input from all sectors of the college and the community.
- Diversity: Fostering a learning community in which the diverse values, goals, and learning styles of all students are recognized and supported.
- Integrity: Behaving ethically in all interactions at all levels.
- Technological Advancement: Implementing cutting-edge technology that enhances instruction and prepares students for life-long success.

### **Mission**

*Lead me from falsehood to truth;*

*Lead me from darkness to light;*

*Lead me from death to immortality.*

Thinkers in ancient India conceived of an intimate relation between education and life. The objectives of education were summarised in a triple formula which gave a wide and lofty frame work to the system of education. The ideas of truth, light and immortality constituted a triune unity, each subsisting in the other.

India our motherland is never sick in producing talents. Infact, in many cases proper ambience and patronage had facilitated the flourishing and exploration of various styles of paintings, sculptures, music and dance, which were potent enough to outlive time. Today they crown our golden heritage and tradition.

Art has a national and universal appeal as it may portray the failures and achievements of man. The art students can enter into the feeling of people of this country and another by studying their art & cultures. They can compare their art with the art of others and learn great lessons. The aesthetic idea should be inculcated within

the students because they should learn to respect differences among individuals, groups, communities and nations and enable themselves to form sensitivity to beauty, harmony and refinement. This will help them to be free from obscurantism, religious fanaticism, violence, superstition and fatalism and to inspire them to think of nature, their cultural heritage connected with their normal life.

**BENGAL FINE ARTS COLLEGE**, an innovative private, under-graduate degree college, dedicated to student success, teaching, and learning, creates accessible quality learning opportunities.

We share a passionate commitment to 'Mission' that drives us to achieve academic distinction, foster leadership and nurture the love of lifelong skilled learning. We give the importance to -

Dignity, Compassion, Inclusivity.

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

The founder of the college had been serving the college as the principal during the last 40 years without receiving any salary/honorarium for the establishment of his dream. Now, he is the Secretary of the college foundation society and the Director of both the college and the society. The lands of the college are purchased in the name of the college and developed as per requirement. The Buildings are planned and constructed by his own supervision. The members of the foundation society are very honest in nature. Therefore, in a word, it can be said that the root of the tree is really very strong.

Part of the main building (*Kalakunza*) was constructed firstly with financial assistance of the Department of Culture, Govt. of India.

One third expenses for erection of the Kalakar-Bhavan was financed by the UGC.

The Womens' Hostel was constructed with full financial support of the UGC.

So, it may be understood that foundation and administration of the college are stood on a strong foundation.

### **Institutional Weakness**

Generally there is no weakness of the college. But, it is a matter of sorrow that S.C./S.T. students of this college are not benefitted by the stipend provided by the government, causes of which are not known to us.

The locality of the college is in a remote and rural area. It is a matter of sorrow that the environment of our college locality is not as same as we want which could be better for the students.

## **Institutional Opportunity**

1. Increased Access to Job Opportunities
2. Preparation for a Specialized Career
3. Economic Stability
4. Networking Opportunities throughout the world.
5. Personal Growth and Improved Self-Esteem

After getting NAAC accreditation the college would be able to have more opportunities from various sources.

## **Institutional Challenge**

After the college obtained affiliation to the Indira Kala Sangit Vishwavidyalaya, the then Vice-Chancellor Prof. (Dr.) Indrani Chakraborty visited the college in 1998 and said that honesty and sincerely of the members of the foundation society would be a great future of the college. By the time of her visit to the college, only a tin-shade structure was erected.

Some of students from the poorest background of families try to attend a selective college with fewer amounts of college fees, where our fees structure is higher than the other Govt. colleges. At the same time, some of students do not enter college immediately after high school, and many are left with few career choices.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

Curriculum of any degree/diploma course is aimed to make the students standardized at a particular level. The teachers of an institution must be aware of the goal of their students. They must know to what level the students are required to be successfully reached. Hence, to make a real curriculum for all the students of a particular country is really impossible. To standardize the students to the highest level of a degree/diploma course it is required to have skillful teaching ability in the teachers.

Art is not only a subject for teaching nor “a pleasure trip. It is a battle” – says Abanindranath Tagore. But, it has a great aesthetic and practical value for mental development of the students.

For art education a 4-year degree course has been framed by the UGC and our University IKSU to which our college is affiliated. The curriculum is as follows:

1st year is as a Foundation Course.

Next 3 years are for providing the degree, i.e. Bachelor of Fine Arts (BFA)

There are many items or subjects which are required to acquire knowledge by the students,

### Teaching-learning and Evaluation

“Teaching-learning and evaluation” is a continuing process of the college. It runs for all semester students throughout the year. The teachers are directly involved in teaching being attentive to each and every student of the class. All teaching and non-teaching staffs always try to notice the students’ behaviour and they keep record of any misconduct of any student and they report the same to the Principal. Attendance of the student are recorded in the Bio-matric machine. Subject-wise performance report and the evaluation sheets are prepared weekly by the teachers and they submit their evaluation report to the Principal. Criterion of evaluation is classified as (i) Class-work (ii) Attendance (iii) Behaviour iv) Outdoor sketch.

Class-work	-	10 Marks
Attendance	-	10 Marks
Behaviour	-	5 Marks
Out-door Sketch	-	5 Marks
<b>Total</b>	<b>-</b>	<b>30 Marks</b>

Course	Marking	Subject	Maximum marks %	Mini
<b>BFA</b>  <b>(Bachelor of Fine Arts )</b> <b>Foundation, Painting and</b> <b>Sculpture</b>	<b>Internal</b>	Theory	30	10
		Practical, Project & Exhibition	&30	12
	<b>External</b>	Theory	70	23

Course	Marking	Subject	Maximum marks %	Mini
		Practical, Project & Exhibition	70	28

### Research, Innovations and Extension

The main objective of our institution is knowledge creation and innovative practices, promote to explore new opportunities in the field of learning art. Drafting of research based project papers and reporting, oral and poster presentations and exhibitions are also given due importance. College organizes conferences/seminars/workshops/short term training programs that facilitate the faculty and students to interact with subject experts of renowned institutions/universities. Guest lectures and talks on different issues and aspects of art are also conducted with reputed academicians as resource persons.

We are constantly trying to keep students up-to-date with new innovative ideas and activities, though we do not have the research program in this institution.

Our central library has huge number of reference books, collection of rare books, art-encyclopedia, magazines, periodicals and e-books, free internet access with ideal sitting facility besides providing the facility for open access of books and periodicals.

### Infrastructure and Learning Resources

Infrastructure and leaning resources are there as per necessity.

#### Infrastructure :

There are adequate class-rooms for each and every year and other rooms including Work Rooms.

1. Painting Class-rooms separately for all classes (1st year – 4th year)

– 4 rooms

1. Sculpture Class-rooms separately for all classes (2nd year – 4th year)

– 3 rooms

1. Library-cum-reading room	– 1 room
2. Seminar Hall	– 1 hall
3. Exhibition Hall	– 1 hall
4. Meeting room	– 1 room
5. Store Room	– 1 room
6. Workshop shade	– 3 tin-shades
7. Gents Room	– 1 room
8. Pump Set Room	– 1 room
9. Theory Class-room	– 1 room
10. Staff Room	– 1 room
11. Office Room	– 1 room
12. Principal's Room	– 1 room
13. Director's Room	– 1 room
14. Latrine-cum-wash room –	

For Students – 8 (Boys – 4, Girls – 4)

For Staff – 1

For Principal – 1

For Director - 1

**Learning Resources**

**ONLINE RESOURCES :**

- Webinar and online workshops
- Artist's network
- Online library and art archives

**OFFLINE RESOURCES :**



- Lecture
- Guest artists
- Seminar, workshops, showcase
- Study tour
- Library of relevant books and magazine
- Interaction and slideshow with other art college pass out students

### **Sitting Arrangements and learning tools–**

Students – Bench and Carpets

Teachers – Chairs – Tables

#### **Library-cum-Reading Arrangement :**

1. Adequate necessary books
2. Reading tables
3. Audio-Visual Equipments :-

1. 16 mm Film Projector
2. Slide Projection with Screen
3. Digital Projector with Screen
4. Digital Camera

1. Necessary models and objects
2. Notice Boards

vi). Computers

### **Student Support and Progression**

The college Management Society has been trying for recognition of the State Government since inception. More support for the students would be possible for providing. But Government Recognition is yet under consideration. So, status of the college is private. The prime stakeholders are the students of the college. The teachers and the management society are for the students, and of the students. If there is no student, there will be no teacher and hence there will be no college.

The teachers and non-teaching staff love the students who in refer respect their teachers and all of the other college staffs. Teaching is not a mechanical job. There should be a soulful relationship among the students and the college staffs. Our teaching and non-teaching staffs love the students and the students respect equally. Students share their respective problems to them and they always try to solve.

There is a hostel in the college campus for the girl-students. And there are many mess-houses in the college locality for the boys.

Students coming from another state of India firstly try to get admission in other Govt. Colleges and the failure candidates come to this college to be admitted. Most of the students admitted here are generally very weak to have proper guidance. Our teaching staffs properly guide them and the students can be standardized within a very short period of time.

Finally, our final year students can be standardized and equipotential to any other college students.

### **Governance, Leadership and Management**

The college foundation society is a self-sufficient, independent cultural organization. It is managed by itself. The members of the management society and the members of the teaching and non-teaching staff are completely competent to manage and organize the students' all round activities. The members of the teaching faculty are highly qualified in their respective fields.

1. College Governing Body : ( Chairman : Principal )

Principal - 1

Teaching staff -2

Non-teaching staff - 1

Society member - 2

University representative - 1

Total - 7

2. College Council : ( Chairman : Principal )

Principal , all teaching and non-teaching staff

Total - 9

3. Recruitment of staffs: Recruitments are done by college with due approval of the foundation society.

### **Institutional Values and Best Practices**

Within a period of only 4 years the students of this College can develop their respective qualities to such a

refinement that most of them successfully get admission in Post Graduate courses of other State/Central Universities, like Visva-Bharati, Banaras Hindu University, Govt. College of Art & Craft etc.

Among the 18 batches graduated from this college since the establishment of the college, 19 students were certified as the University Scholar.

Not only that one of our student was selected within 100 meritorious students out of all Indian Universities to have Prime Minister's Honour in the year 2014.

Works of Art of our students are being admired by the students and teachers of other art colleges and art critics in the annual exhibitions held in Kolkata every year.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	BENGAL FINE ARTS COLLEGE
Address	Bengal Fine Arts College Art College Road P.O.- Chandpara Bazar North 24 Parganas
City	Chandpara
State	West Bengal
Pin	743245
Website	<a href="http://bfacollege.co.in">bfacollege.co.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Tanmoy Majumder	03215-250082	8017020701	-	bfacollege@gmail.com
IQAC / CIQA coordinator	Tanmoy Majumder	033-8918312825	8017020701	-	principal.bfacollege@gmail.com

Status of the Institution	
Institution Status	Private

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	26-06-1998

**University to which the college is affiliated/ or which governs the college (if it is a constituent college)**

State	University name	Document
Chhattisgarh	Indira Kala Sangeet Vishwavidyalaya	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	14-11-2002	<a href="#">View Document</a>
12B of UGC	14-11-2002	<a href="#">View Document</a>

**Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)**

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

**Details of autonomy**

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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**Recognitions**

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Bengal Fine Arts College Art College Road P.O.- Chandpara Bazar North 24 Parganas	Rural	1.16	1259

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/ Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BFA, Visual Arts	48	Higher Secondary	English,Hindi,Bengali	24	16
UG	BFA, Visual Arts	48	Higher Secondary	English,Hindi,Bengali	176	137

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	2				0				5			
Recruited	2	0	0	2	0	0	0	0	4	1	0	5
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	2	0	0	2
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

### **Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	2	0	0	0	0	0	0	0	0	2
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	4	1	0	5
UG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0



<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	1	0	2
UG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	0	0	0	0	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

<b>Programme</b>		<b>From the State Where College is Located</b>	<b>From Other States of India</b>	<b>NRI Students</b>	<b>Foreign Students</b>	<b>Total</b>
UG	Male	19	0	0	0	19
	Female	29	0	0	0	29
	Others	0	0	0	0	0

**Provide the Following Details of Students admitted to the College During the last four Academic Years**

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	10	9	6	6
	Female	5	5	5	10
	Others	0	0	0	0
ST	Male	0	0	1	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	4	6	5	5
	Female	7	6	3	5
	Others	0	0	0	0
General	Male	12	12	15	6
	Female	16	8	12	13
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		54	46	47	45

## Extended Profile

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### 1 Program

#### 1.1

**Number of courses offered by the Institution across all programs during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
60	60	60	60	60
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 1.2

**Number of programs offered year-wise for last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	2	2	2

### 2 Students

#### 2.1

**Number of students year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
150	158	162	157	155
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

**Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
23	23	23	23	23

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.3

#### Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
39	31	36	34	35

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 3 Teachers

### 3.1

#### Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
5	5	5	5	5

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.2

#### Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
6	6	6	6	6

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 11**

**4.2**

**Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
9.13	13.68	15.18	14.45	12.36

**4.3**

**Number of Computers**

**Response: 4**

**4.4**

**Total number of computers in the campus for academic purpose**

**Response: 1**

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

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

###### Response:

Curriculum of any degree/diploma course is aimed to make the students standardized at a particular level. The teachers of an institution must be aware of the goal of their students. They must know to what level the students are required to be successfully reached. Hence, to make a real curriculum for all the students of a particular country is really impossible. To standardize the students to the highest level of a degree/diploma course it is required to have skillful teaching ability in the teachers.

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For art education a 4-year degree course has been framed by the UGC and our University IKSU to which our college is affiliated. The curriculum is as follows:

1st year is as a Foundation Course.

Next 3 years are for providing the degree, i.e. Bachelor of Fine Arts (BFA)

There are many items or subjects which are required to acquire knowledge by the students, but the subjects are not put into the curriculum, or it is not possible to put into.

Except it many types of equipment are required to strengthen the students' ability. Such as photographs of paintings of great masters, audio-visual shows, exhibitions, workshops and seminars etc.

Course	Subject		1st Year	2nd Year	3rd Year		
BFA (Bachelor of Fine Arts )	Painting	Theory	<b>Foundation</b>				
			History of Art	History of Art	History of A		
			English	Technical Theory	Aesthetics		
				Practical	EVS	Aesthetics	Project/Sem
		Drawing	Drawing	Drawing			
		Drawing 2D	Composition	Composition			
		Drawing 3D	Elective (landscape)	Elective (Cl			
Printmaking		eling/Person Development					

Sculpture	Theory	History of Art	History of A
		Technical Theory	Technical TH
	Practical	Aesthetics	Aesthetics
		Composition	Composition
		Exhibition/Viva	Exhibition/V
		Elective (Relief Composition)	Elective (Pottery/Per Development)

### 1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

#### Response:

- Student Success and Completion: Meeting student needs by creating an educational environment to attain a variety of goals.
- Excellence: Maintaining a high standard of integrity and performance.
- Collaboration: Seeking input from all sectors of the college and the community.
- Diversity: Fostering a learning community in which the diverse values, goals, and learning styles of all students are recognized and supported.
- Integrity: Behaving ethically in all interactions at all levels.
- Technological Advancement: Implementing cutting-edge technology that enhances instruction and prepares students for life-long success.
- We encourage participation of students to establish the credibility of the lessons.

### 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 last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: E. None of the above

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>

## 1.2 Academic Flexibility

<b>1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b>	
<b>Response: 100</b>	
<b>1.2.1.1 Number of Programmes in which CBCS/ Elective course system implemented.</b>	
Response: 2	
<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>

<b>1.2.2 Number of Add on /Certificate programs offered during the last five years</b>				
<b>Response: 0</b>				
<b>1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.</b>				
2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0
<b>File Description</b>	<b>Document</b>			
Institutional data in prescribed format	<a href="#">View Document</a>			

<b>1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years</b>				
<b>Response: 0</b>				
<b>1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years</b>				
2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0



## 1.3 Curriculum Enrichment

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

#### Response:

**1. Gender Sensitivity:** Our students are sensitized and encouraged to work towards gender equity from a cross-cultural perspective. Free counseling services, that we are trying to provided through a Counseling Cell. Gender sensitization camps are also included in our plan to organized in slums and rural areas of Agra district that include, women's rights, human rights, child rights, gender justice and gender equality. Projects along with the wide range of community outreach programmes that include health and hygiene camps, hole-in-the-wall and village adoption, for the exposure to real life situations. Bengal Fine Arts College is trying to organize seminars annually, conferences, guest lectures, exhibitions, street plays and literary activities are also included..

**2. Environment and Sustainability:** BFAC is trying to involve in the integration of water quality, air quality, education and healthcare, agriculture and dairy practices, innovation and human values, through projects and practices including skill development education in Water, Sanitation and Waste Management, Renewable Energy, Dairy Technology, Agriculture and Environmental and Green Technology. Environment awareness camps, seminars, workshops, guest lectures, industry visits and field excursions are to be organized on the Environment Day, Earth Day and Water Day. We give the great importance to research in inter-disciplinary areas focused on renewable energy, environmental pollution, agriculture, education and healthcare.

**3. Human Values and Professional Ethics** The curriculum has the following compulsory core courses in all UG programmes specially focused on the development of human values and professional ethics:

1. Cultural Education.
2. Scientific Methodology, General Knowledge and Current Affairs.
3. Rural Development.
- . 4. Agricultural Operations.
5. Social Service.
6. Comparative Study of Religion.
7. Co-curricular Activities.
8. Environment Studies.
9. Disaster Management is also a part of our University syllabus.

**1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years****Response:** 3.33**1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	2	2	2

File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)****Response:** 100**1.3.3.1 Number of students undertaking project work/field work / internships**

Response: 150

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**1.4 Feedback System****1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni****Response:** E. None of the above**1.4.2 Feedback process of the Institution may be classified as follows: Options:**

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed
4. Feedback collected
5. Feedback not collected

**Response:**

E. Feedback not collected

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 94.4

##### 2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
48	50	46	47	45

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
50	50	50	50	50

#### File Description

Institutional data in prescribed format

#### Document

[View Document](#)

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 87.83

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
21	20	20	20	20

#### File Description

Institutional data in prescribed format

#### Document

[View Document](#)

### 2.2 Catering to Student Diversity

### **2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners**

#### **Response:**

Our college assesses the learning levels of the students in two ways. Student's activity in the class helps to identify the slow learners and to design special coaching sessions or tutorial sessions to bridge the gap between the slow learners and the advanced learners. The tutors of the respective classes of BFA (Theory and practical both) extend valid support in classifying the students with reports based on observation and class tests. The institution organizes Orientation programmes/Induction programmes for freshers both at the college level and at the department level. The facilities in the college and the scope of the subjects being learnt are introduced in these sessions. Apart from this, sessions are also included to inculcate positive attitude and competitive spirit. This process helps as a base for monitoring the future progress of the students. Students are encouraged to participate and present papers in various Seminars/ Conferences/ Workshops organized by our and other colleges. They participate in competitions such as Debate, Group Discussion, Problem Solving – Decision Making Exercises and Quiz Programmes are also encouraged in the field of art. The academic achievements of the students are extremely motivated and highly praised by the College.

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

**Response:** 30

## **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**

#### **Response:**

Student centric methods such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experience. Our college has made provision in structure some programmes to give students experiential and participative learning experience. Students can join any artist's studio/ art critic / art gallery etc. for project in 4th or 6th semester. Project work, assignment, presentation etc. are integral part of our BFA Course.

The teaching-learning process is one major objective and the strength of our college. Students are given a right blend of traditional and contemporary methods to make learning student-centric and a rewarding experience. Experiential learning, participative learning and problem solving methodologies are well adopted to ensure the holistic development of students and facilitate life-long learning and knowledge management.

### **2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.**

**Response:**

Technology based teaching-Learning Process is supported with Regular Practical Sessions, access to Digital Library, Online Seminars (Webiner), online journals, Online tests, Use of projectors for seminars and workshops, productive use of educational videos, and accessibility of non-print material for students of different disciplines. Communication skills training facility is enriched with these kind of tools to make the students acquire proficiency in listening, speaking, reading, writing and drawing skills.

The Site-specific art, installation-based learning methods, which are participatory, discussion, physical experience based ways of learning, enable students gain the skills in critical thinking, communication, and group dynamics and reflect appropriate integration of direct and virtual interaction of the participating members. As our art courses are of quantitative as well as qualitative nature, hands-on sessions in the studio and projects at work places, faculty and students find ICT tools very needful.

**2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year )****Response:** 150**2.3.3.1 Number of mentors** ?????????????? ???????**Response:** 1**2.4 Teacher Profile and Quality****2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years****Response:** 83.33

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)****Response:** 20**2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	1	1

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>

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

**Response:** 17

#### 2.4.3.1 Total experience of full-time teachers

Response: 85

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

**Response:**

There is a standard process of internal examination in the college. According to the academic calendar, a student has to appear in 6 Class tests, one project and 6 work submissions, out 2 internal tests. The schedule of the internal examination is decided at the beginning of the session, in the form of academic calendar. According to the academic calendar, the class teacher have to take all the tests, which may be in the form of written test, presentation of art works, power-point presentation of concepts of the work. The marks of unit test are shown in the classrooms and each student can ask about its performance. They can observe their test copies. Record of obtained mark is written in register. If there is any difference or discrepancy in their marks, it can immediately be corrected. The concerning subject teacher and class teachers keeps the record of all internal exams. The mark of inetrnal lexamination is sent to the university, as it is a secret data. Its marks are not shown to students.

Course	Marking	Subject	Maximum marks %	M
<b>BFA</b>  (Bachelor of Fine Arts ) <b>Foundation, Painting and Sculpture</b>	<b>Internal</b>	Theory	30	10
		Practical, Project & Exhibition	30	12

	<b>External</b>	Theory	70	23
		Practical, Project & Exhibition	70	28

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

#### **Response:**

From our College:

If a student is not able to appear for examination due to medical or any genuine reason examination is conducted for that student as per norms, provided that he/she submits application with proper documents.

If any student scores less marks and wants to improve in that subject, he/she can appear for the improvement examination after getting the permission from University.

The grievances of the students with reference to assessment are made clear by showing his/her performance in the class work.

The works of such student is assessed by the faculty once again in the presence of the class teacher.

Any student who is not satisfied with the assessment and award of marks may approach the Principal.

## **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.**

#### **Response:**



In strict compliance with the objectives of Outcome Based Education, the Program Outcomes, Program Specific Outcomes and Course Outcomes are framed by the college offering the concerned program after rigorous consultation with all teachers and the stakeholders as well as the University. After attainment of consensus, the same are widely propagated and publicized through various means such as display and communication specified hereunder.

- Website
- Curriculum /regulations books
- Class rooms
- Notice Boards
- Studios
- Student Induction Programs
- Meetings/ Interactions with employers
- Teaching staff meetings
- Professional Body meetings
- Library

The college staffs, class teachers, mentors, course coordinators, program coordinators also inform the students and create awareness and emphasize the need to attain the outcomes.

Program specific outcomes are the specific skill requirements and accomplishments to be fulfilled by the students and by the end of the program. The programme co-ordinators prepare the Program Specific Outcomes, usually two to four in number, in consultation with course coordinators. The staffs, including the Principal and subject teachers, of the individual classes will discuss the same and approve it even after endorsement by the Principal.

### **2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.**

#### **Response:**

#### Programme Outcomes:

A regular assessment and evaluation of the students are done as per the academic timetable by the teachers. First of all, attendance of the students are given priority as it leads to punctuality. Written tests are conducted for the development of written skill and clear expression of thought.

#### Programme Specific Outcomes:

Bengal Fine Arts College offers honours teaching in all the subjects and students are required to focus on a particular discipline for their higher studies. Hence, regular tests and assessments are held to enhance their knowledge of subjects to attain a particular level. Written & Practical Tests and group assessment are the basis of evaluation to find out individual and leadership & team work talent of the students. Practical skill assessments of the students are also done for better understanding of the subject.

**Course Outcomes:**

All the students coming to the College aim to achieve a degree at the end of three years to become a productive citizen. Therefore, all the members of staff and the students aim for and achieve excellence in all fields. When the students pass out of the College, they can be able to prepare themselves to face the world i.e., any specific competitive exam or social work or any entrepreneurship.

**2.6.3 Average pass percentage of Students during last five years**

**Response:** 100

**2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
42	33	33	34	28

**2.6.3.2 Total number of final year students who appeared for the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
42	33	33	34	28

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>

**2.7 Student Satisfaction Survey****2.7.1 Online student satisfaction survey regarding teaching learning process**

**Response:** 3.38

<b>File Description</b>	<b>Document</b>
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>

## Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0

##### 3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

#### File Description

Institutional data in prescribed format

#### Document

[View Document](#)

#### 3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

##### 3.1.2.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

##### 3.1.2.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	2	2	2

#### File Description

Institutional data in prescribed format

#### Document

[View Document](#)

**3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years****Response: 5****3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	1	1	2

**File Description****Document**

Institutional data in prescribed format

[View Document](#)**3.2 Research Publications and Awards****3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years****Response: 0****3.2.1.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

**File Description****Document**

Institutional data in prescribed format

[View Document](#)**3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years****Response: 0****3.2.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 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 last five years.**

**Response:**

Bengal Fine Arts College has been in the forefront in sensitizing its students pertaining to social issues through its curriculum and extension activities. BFAC organises, education awareness programmes, gender equality awareness activities and visits to slums in vicinity to create awareness among the dwellers. Different departments undertake social outreach activities which are meant for helping society and training students to shoulder all responsibilities with ease and impact.

**3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years**

**Response: 0**

**3.3.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

**Response: 0****3.3.3.1 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years****Response: 0****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., year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**3.4 Collaboration****3.4.1 The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years****Response: 0****3.4.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>

**3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years**

**Response: 0**

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## Criterion 4 - 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.**

**Response:**

The college has adequate physical facilities for teaching-learning activities. College premises is located near Chandpara Railway Station and Chandpara bus stand. Its lush green and eco-friendly campus which creates good learning environment. The infrastructure facilities are adequate according to the requirement of students. This Art college has following facilities for teaching-learning and equipment.

Facilities for Teaching Learning Activities:

1. acres green campus.
2. Garden with variety of trees and plants in surrounding.
3. Painting Class-rooms separately for all classes (1st year – 4th year) – 4 rooms
4. Sculpture Class-rooms separately for all classes (2nd year – 4th year) – 3 rooms
5. Library-cum-reading room – 1 room
6. Seminar Hall – 1 hall
7. Exhibition Hall – 1 hall
8. Meeting room – 1 room
9. Store Room – 1 room
10. For Students – 6 (Boys – 4, Girls – 4)
  - For Staff – 1
  - For Principal – 1
  - For Director - 1
11. Workshop shade – tin-shade
12. Gents Room – 1 room
13. Pump Set Room – 1 room
14. Theory Class-room – 1 room
15. Staff Room – 1 room
16. Office Room – 1 room
17. Principals Room – 1 room
18. Director's Room – 1 room
19. Latrine-cum-wash room –



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

Our college has a well maintained campus spread over 1.16 acre of serene green land. Our society believes in the all-round development of our students. There is a lot of encouragement for the students to participate in sports and cultural activities simultaneously .

Students are very much encouraged to participate in the cultural events held in the college like Freshers, Annual Day, Art Fair, Farewell etc., to exhibit cultural talents.

**4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)****Response: 0****4.1.3.1 Number of classrooms and seminar halls with ICT facilities**

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)****Response: 0****4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**4.2 Library as a Learning Resource**

**4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:**

The library of Bengal Fine Arts College at present provides services mostly through a manual system. However, keeping in mind the present day requirements, we have started the process of automating the services. An INTERNET facility is available to the users. We are progressing towards fuller automation, but not definitely without human touch.

**4.2.2 The institution has subscription for the following e-resources**

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

**Response:** E. None of the above

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**

**Response:** 0.37

**4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0.3	0.32	0.21	0	1.0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the latest completed academic year****Response:** 9.03**4.2.4.1 Number of teachers and students using library per day over last one year****Response:** 14**4.3 IT Infrastructure****4.3.1 Institution frequently updates its IT facilities including Wi-Fi****Response:**

Continuous up gradation of technology and the infrastructure is one of the quality policies of the institution. The Bengal FineArts College is trying to provide an IT enabled teaching-learning environment in the campus round the clock. Leased web connectivity is in place to cater to all students and staff through Wi Fi and physical connectivity. By 2019 we had Wi-Fi facilities for the office and library. However since June 2020 Wi Fi facility has spread throughout the campus with a speed of 70mbps.. We also have updated our computers into the latest configurations.

**4.3.2 Student - Computer ratio (Data for the latest completed academic year)****Response:** 150**4.3.3 Bandwidth of internet connection in the Institution****Response:** E. < 5 MBPS**4.4 Maintenance of Campus Infrastructure****4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)****Response:** 1.38**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0.30	0	0.29	0.06	0.16

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

#### **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.**

##### **Response:**

The Bengal Fine Arts College has a well-defined policy and system in place for the maintenance and utilization of all its physical and academic facilities.

##### **Classroom management:**

Classroom being the most primary and important work space, it is managed with proper systems and procedures as recommended by the Society and the University. It is followed keeping in mind the modern teaching learning environment. The classrooms are well equipped with some modern and other technologies for better and effective teaching. CCTVs installed in each classroom to make sure of the safety and the security of all students, teachers and equipment.

##### **Studio and workspace:**

As the College has sculpture and painting departments, the Studio policy forms the core in the working of the institution. While the open workspace shed has several instruments and equipment, the same is maintained through teaching and non-teaching staff.

##### **Library**

For overall smooth functioning of the library, it is divided into two sections have its unique identity and with defined standard procedures the library works effectively and serves its patrons for information requirements.

##### **Computers**

Maintenance of computers (Hardware and Software), updating software related to administrative and overall maintenance of campus infrastructure. Annual maintenance contracts for computers, copier machines, software, CCTV, Fire extinguisher, garden, security are in place. Policy is developed to maintain a balanced student and computer ratio, so that all students will be benefited for academic purposes.

An external housekeeping service looks after cleanliness on the campus. Website is maintained and updated with the help of external professionals. Policy is developed to keep parents informed about student's attendance via mobile/whatsapp messages assuring safety of the students. The well-defined purchase policy developed by the society Director of the society looks after all the purchases in the college.

College follows all safety and security norms as required for an art college and makes optimal use of all security mechanisms. Safety of girls is specially handled and appropriate measures are taken to make the

campus safe for students.

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 0

##### 5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0

##### 5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

##### 1.Soft skills

2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

**Response:** E. None of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

**Response:** 0

##### 5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**Response:** E. None of the above

## 5.2 Student Progression

#### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 0

##### 5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.2.2 Average percentage of students progressing to higher education during the last five years

**Response:** 148.72

#### 5.2.2.1 Number of outgoing student progressing to higher education.

Response: 58

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

**Response:** 0

#### 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) year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

#### 5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0



File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

**Response:** 0

**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) year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**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 )**

**Response:**

Students constitute a major stakeholder in institutional growth. Utilization of the support and ideas of the students is the paramount requirement for the prosperity and well-being of the institute. Bengal Fine Arts College always strives to build a relation of mutual respect and inculcate a sense of pride amongst the students for their own institute.

Anti-Ragging committee: Nomination of student as Member of Anti-Ragging committee promotes an ambience conducive for the College to be a ragging-free campus. Internal Complaints Committee: Girl Students' representation facilitates investigation into the information against the complaints launched, if any.

**5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)**

**Response:** 0.4

**5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**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****Response:**

We have a plan to run the Alumni Association (registered and functional) will contribute significantly to the Development of the institution through financial and non-financial means.

Bengal Fine Arts college believes in creating and maintaining association with its alumni. As the Alumni Association provides an interface for establishing a link between the alumni, staff, and students of the institute. Bengal Fine Arts College is working to create a group of alumni at various positions all over Bengal or out of Bengal.

The Alumni Association will contribute through various means:-

1. Book Donation: Contribution by donating Books.
2. Alumni Interaction
3. Placement & Career Guidance Assistance
4. Campus recruiters
5. Outdoor study and work opportunities
6. Entrepreneurship Awareness

**5.4.2 Alumni contribution during the last five years (INR in lakhs)**

**Response:** E. <1 Lakhs

## Criterion 6 - 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

##### Response:

The Bengal Fine Arts College follows its vision and mission to serve better for students. The governance of the college matches vision and the mission of the college.

Our vision and the mission are as follows:

##### MISSION

- 1.To provide quality education to all students irrespective of caste, creed, religion and socio-economic status to uplift the society as a whole.
- 2.To maintain excellent academic standard through innovation and effective teaching learning method in a joyful environment.
- 3.To mould the student as a golden citizen.
- 4.To create a learner-friendly environment to make learning a joyful and fruitful experience.
- 5.To foster scientific skills and academic excellence in this rural area.

##### VISION

Empowerment of common rural students through quality education to meet the global challenges at the lowest cost.

##### GOALS AND OBJECTIVES

- To achieve academic excellence.
- To compete them at national and international level in all areas of life.
- To develop leadership qualities.
- To develop all round personalities of the students.
- To provide orientation to students towards research.
- To promote the faculty towards quality research and examination.

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

##### Response:

The Bengal Fine Arts College promotes participative management. Ideas pertaining to academic goals, organizational progression and better campus life are collected from all stakeholders to promote efficient

functioning of the College. The staff and other stakeholders help in infusing a positive attitude that leads to increased efficiency, improved communication, heightened morale, motivation and job satisfaction. Believing in decentralization, the Management takes policy decisions, finance, infrastructure etc. with the help of members of the Society. Society members with College governing body discusses matters related to teaching and administrative staff and decisions are taken at these levels are implemented.

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

#### Strategic Goals of Bengal Fine Arts College

1. Efficient Teaching erudition procedure
2. Effective Leadership and Participative management
3. Constant Internal Quality Assurance System
4. Ensuring effective governance
5. Student's Overall Development through Participation
6. Employees Advancement & Welfare
7. Escalating Placements in future
8. Proper Discipline
9. Women/Student/Teaching staffs Grievance
10. Financial Planning & Management
11. College- Artists Interaction
12. Encouragement of Budding Artists
13. Constant Growth in Concepts of Art and Development in contemporary aspects of art
14. Boosting Internal Revenue Generation
15. Alumni Interaction and Outreach activities in future.

## 16. Mounting Physical Infrastructure

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

- **Board of Management:** The Board of Management is the principal executive body of the Institution and, as such, shall have all powers necessary to administer the Institution. The Board of Management is the apex body which is involved in framing the strategic plans, policies and decision making body in consultation with the Governing Body of the Institution. The Board of Management of a college shall be responsible for the proper management of the affairs of the college and may exercise all such powers and discharge all such functions as may be necessary for the purpose.
- **College Governing Body:** The Governing Body is responsible for the operation of all aspects of the institution including its finance, human resource, educational and research functions and infrastructure arrangements. It can develop the policies and deliberates on the Academic, financial and administrative initiatives for the future, which guides the institution to serve its stakeholders as per the mission statements of the institution.
- **Academic Council:** The Academic Council is Academic body of the Institute and responsible for the maintenance of standards of education, teaching and training, inter- departmental co-ordination, research, examinations and tests within the Institute and shall exercise such other powers and perform such other duties and functions as may be imposed or conferred upon it by the Rules and Bye-Laws. The core objective of academic council is to maintain the standards of education, approval of syllabi, approval of new programme, admission process, teaching-learning and evaluation methodologies, research initiatives and student support facilities.
- **Board of Studies:** The Board of Studies is the basic constituent of the academic system of our college. Its functions will include framing the content of various programmes / courses, reviewing and updating the content from time to time, introducing new programmes / courses of study etc. It reviews and revises the curriculum and matters related to academics. The recommendations are forwarded to the academic council for approval.
- **Chairman:** The role of chairman is recognized as a primary leadership position. In performing the duties of the position, it is assumed that chairman will exercise considerable discretion while complying with college policies and procedures and operating within the limitations imposed by the availability of resources. The Principal, the chairman of all sub-committees of Bengal Fine Arts College and the chairman of the Society who along with the members appoints the principal to look into the day to day academic and

administrative functioning of the institution.

- **Principal:** The role of a principal is to provide strategic direction in the college. Principal looks into the standardization of curriculum, assess teaching methods, monitor student progress and achievement, encourage parent involvement, revise policies and procedures, administer the budget, hire and evaluate staff and oversee facilities with the help of the senior staffs who are delegated with roles and responsibilities.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** E. None of the above

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

**Response:**

Our holistic approach to education sets our brand equity as a trusted name for value-based education and integrated learning. The institution gives importance and has effective welfare measures. The Institution recognizes all its employees as the most valuable resource and provides a caring and supportive working environment to all staff which enables them to develop and optimize their full potential. However, members of staff are expected to contribute and participate effectively in achieving college mission and vision.

### 6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

**Response:** 0

**6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

**File Description****Document**

Institutional data in prescribed format(Data template)

[View Document](#)**6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years****Response:** 0**6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

**File Description****Document**

Institutional data in prescribed format(Data template)

[View Document](#)**6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).****Response:** 0**6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

#### Response:

The teacher, as a person and teacher as performer, is also one of the mandatory assessment for his/her performance is appraised through his/her implementation of innovative methodologies in classroom lectures, seminars, tutorials, course delivery, question paper setting and evaluation, updating of materials etc. Besides, student feedback and pass percentage of the course are also considered.

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

The Institution has a mechanism for conducting external audits on the financial transactions every year to ensure financial compliance. The external audit is conducted once in every year by an external agency.

The mechanisms used to monitor effective and efficient use of financial resources are as below:

- Before the commencement of every financial year, principal submits a proposal on budget allocation, by considering the recommendations made by the Teaching staffs, to the society.
- College budget includes recurring expenses such as salary, electricity, internet charges, maintenance cost, stationery, other consumable charges etc., and non – recurring expenses like lab equipment purchases, furniture and other development expenses.
- The expenses will be monitored by the accounts as per the budget allocated by the society.
- The depreciation costs of various things purchased in the preceding years are also worked out.

Process of the external audit:

The accounts of the college are audited by chartered accountant regularly as per the government rules. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the management for review. Any queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limits. The institution did not come across with any major audit objection during the preceding years.

All these mechanisms exhibit the transparency being maintained in financial matters and adherence



to financial discipline to avoid defalcation of funds or properties of the institution at all levels. The audited statement is duly signed by the authorities of the society (Director) and chartered accountant.

#### **6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)**

**Response:** 0

##### **6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year-wise during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

#### **6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources**

**Response:**

Institutional strategies for mobilisation of funds are very carefully done by and under the direct supervision of the Principal and the Director of the college and optimal utilisation of the funds collected for the purpose.

### **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**

**Response:**

As Bengal Fine Arts College aims at continuous enhancement and sustenance of quality in education, and the Internal Quality Assurance Cell (IQAC) constituted under the chairmanship of the Principal in 2021,

we have these points of strategies :

- Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution
- Develop, maintain and regularly update the QMS as the document of all the processes involved in the academic and administrative activities and the forms to implement the processes.
- All the departments, with the teaching and non-teaching staffs carry out the activities as per the processes.
- Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- Organization of inter and intra-institutional workshops, seminars on quality related themes and promotion of quality circles.
- Development and maintenance of institutional database through for the purpose of maintaining /enhancing the institutional quality.
- Development of Quality Culture in the institution.
- Conduct course coordinators meeting/Analysis of unit tests / internal assessment tests/model Examinations/university examinations.
- Recommendation of remedial measures to HOD and faculty of the departments concerned to improve the overall performance of the students.
- Collecting feedback (online and through class committee meetings) from the students on the Teaching effectiveness of the faculty.
- Suggesting/recommending the measures to improve the teaching effectiveness through FDPs, Workshops, conferences etc
- Stakeholder's satisfaction by collecting feedbacks from students, parents, alumni and industry and actions are taken to ensure that the college satisfies all its stakeholders.
- Internal Audit - Regular internal audits are conducted at planned intervals to checks the effectiveness of the implementation, maintenance and improvement of the QMS
- Monitoring and measurement of processes and products - Continuous measurement and monitoring of the processes are done to identify appropriate corrective action to ensure conformity of service
- External Audit

**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 first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

**Response:**

With the Heads of the Departments every month under the chairmanship of principal to review the progress of academic activities such as, the number of classes held, syllabus covered in subject, Internal Examinations conducted and teaching diaries are verified with annual plan and also to identify, problems, if any, in administering various programmes.

- With administrative staff to review the progress in respect of college administration and steps taken / to be taken for improvement.

**6.5.3 Quality assurance initiatives of the institution include:**

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**Response:** E. None of the above

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## Criterion 7 - 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 last five years.**

**Response:**

- Well-trained and vigilant women Warden appointed to the Girls Hostel in the campus.
- Rotational duty by all faculty members for discipline and security.
- Strict implementation of Anti-Ragging measures and keeping the campus ragging free.
- Separate hostels are provided for girls with appropriate security arrangements and hostel committees are formed to take care of the students.
- students with valid identity cards are allowed into the campus.
- The college campus is under surveillance with CC cameras installed at prominent locations.
- Sufficient lighting is provided in the campus during nights in case of extension of regular hours for placements or cultural activities
- Women faculty members accompany girl students when they participate in outdoor activities or tours.
- The college ensures social security through Anti-Ragging Committee.

**7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures**

- 1.Solar energy**
- 2.Biogas plant**
- 3.Wheeling to the Grid**

**4.Sensor-based energy conservation****5. Use of LED bulbs/ power efficient equipment**

**Response:** D. 1 of the above

**7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)**

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

**Response:**

There are different types of wastes disposed of in the college for which there is a proper system functioning. The following wastes are being disposed by the college:

**Solid Waste Management-** College has a place on its campus where the solid wastes materials are disposed of. We facilitate several techniques for the management of degradable and non-degradable waste. The primary focus is to reduce, reuse and recycle the waste. Society has also advised us to refuse anything which is not needed. We have different dustbins to segregate the different waste like solid, biomedical, etc.

**Liquid Waste Management-** The waste water is carried out through the pipeline. This system is made by the Public Welfare Department of the state government. **Biomedical Waste Management-** There is no biomedical waste management system in the college.

**E-waste Management-** There is no e-waste management system in the college.

**Waste recycling system-** There is no system of Waste recycling in the college.

**The e-medical Waste Management-** There is no e-medical waste management system in the college.

**Hazardous chemicals and radioactive waste management-** There is no Hazardous chemicals and radioactive waste management system in the college.

**7.1.4 Water conservation facilities available in the Institution:**

- 1.Rain water harvesting**
- 2.Borewell /Open well recharge**
- 3.Construction of tanks and bunds**
- 4.Waste water recycling**
- 5.Maintenance of water bodies and distribution system in the campus**

**Response:** E. None of the above

**7.1.5 Green campus initiatives include:**

- 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**

**Response:** D. 1 of the above

**7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:**

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

**Response:** E. None of the above

**7.1.7 The Institution has disabled-friendly, barrier free environment**

- 1. Built environment with ramps/lifts for easy access to classrooms.**
- 2. Divyangjan friendly washrooms**
- 3. Signage including tactile path, lights, display boards and signposts**
- 4. Assistive technology and facilities for 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**

**Response:** E. None of the above

**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 500 words).**

**Response:**

We believe in unity in diversity that's why our students respect the different religion, language and culture. We feel the college is our second home and all faculties like a family member. We greet and wish each other at different festivals and invite them to have a feast to get introduced with ones culture to have amicable relations and to maintain the religious, social and communal harmony.

Similarly our students also celebrate the different festivals with joy and enthusiasm which help them to implant the social and religious harmony.

**7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

**Response:**

In observation of the importance of inculcating the constitutional obligations, values, rights, duties and responsibility in both staff and students of Bengal Fine Arts College. Our college took many initiatives like conducting awareness campaigns, organizing orientation programmes, training programmes, seminars and workshops to sensitize the future leaders to inherit human values coping with the constitutional obligations. Ethical Values, rights, duties and responsibilities of citizens are some of the topics. The institution has strived forward with great effort to increase the level of awareness and appropriate practices amongst the students in the following areas: Fundamental Duties and Rights of Indian Citizens: The Faculty of Geography and History has organized various academic and co-curricular activities for the propagation of the Fundamental Duties and Rights of the Indian citizens.

**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.**

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

**Response:** B. 3 of the above

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

The Bengal Fine Arts College believes in celebrating events and festivals in college. It is an integral part of learning and building a strong cultural belief in a student. The College and students make tremendous efforts in celebrating the national and international days, events and festivals throughout the year.

In academic year 2018-19, we celebrated the following days like World Environment Day, International Yoga Day, Independence Day, Republic Day, National Unity Day (Birth Anniversary of Sardar Vallabh bhai Patel), Birth Anniversaries of Dr. Sarvapalli Radhakhishnan, Mahatma Gandhi, Birth anniversary of Swami Vivekananda. But due to pandemic 2019-20 onwards we could not celebrate any national or international commemorative days physically.

**7.2 Best Practices**

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

#### **Response:**

1. Title of the Practice: MENTORING SYSTEM FOR STUDENTS

2. Objectives of the Practice:

To minimize dropouts, improve performance and reduce stress of the students through personal counselling.

3. The Context

Students undergo various problems of stress- personal, academic, physical, mental. Students are new to professional college life. It creates a lot of stress, especially to hostel students who are away from family for the first time. Students from educationally weak backgrounds feel complex and hesitations in class and unable to perform well due to inhibitions. Statistics reveal an increasing number of suicides and dropouts. Considering the student-teacher ratio in classrooms, it is difficult at times to give personal attention to students in class. One solution therefore is a 'Mentor' who can form a bond with students in the true sense. Mentoring is required for students to achieve emotional stability and to promote clarity in thinking and decision making for overall progress.

4. The Practice.

- Each teacher is assigned around 8-10 students for the complete duration of their study.
- They meet at least once a month to discuss, clarify and share various problems which may be personal or academic, etc.
- The mentors encourage the students to participate in live-art related activities.
- Their academic performance and other activities are all recorded.
- The mentors also keep in touch with the parents on their attendance, test performance, fee payment, examinations etc on weekly basis
- The mentors also counsel the students in need of emotional problems.
- When the students have any problem in any department either with the staff or with work completion the mentors speak with the respective staff and sorts out the problem.
- Mentors take special care of weak students, who are given advice on how to study, prepare a time table for study and clarify the doubts and also given notes to study.



- The Mentor of the department takes the progress of counselling of students by mentors.
- Students problems are discussed with the departmental heads, other faculties and

necessary action taken to solve it. 5. Evidence of Success

Evidence of success of the practice includes university ranks, better results in the examinations, improved attendance, less drop outs, increased participation in co-curricular and extra-curricular activities, better discipline on campus and respectful relationship between teachers and students. The students are more relaxed and have a healthy relationship with the staff.

#### 6. Problems Encountered and Resources Required

This practice requires committed teaching staff who have the time to help students beyond teaching hours. There are no limitations or constraints faced during implementing the program.

#### 1. Title of Best Practice - TEACHING – LEARNING PROCESS 2. Goal

- To ensure the completion of syllabus according to the academic calendar of College
- To encourage teachers to adapt to advance pedagogical methods including ICT adoption in classroom teaching
- To improve pass percentage, average marks in each semester and enhance the number of ranks bagged by the college at the university level examinations
- To increase the placement of college as quality of students would be improved

#### 3. The context

Different teachers use different methods to teach in class. They teach at different paces. It was observed that syllabus coverage remains a challenge when there is need for uniformity. The teachers find it difficult to keep pace with the techno – savvy student learners. There was a need for uniformity and standard setting so that everyone is able to meet the objective of best teaching practices. It has become essential for teachers to adapt to the latest pedagogic styles and include ICT in classroom teaching. The mismatch between the student learner and the teacher in the use and comfort of handling varieties of tools available for teaching – learning needs to be bridged.

#### 4. The practice

- Academic calendar is planned by the respective department under the instructions of the Director and Principal.
- Academic calendar is uploaded on the website for information to students, teachers and others.

- On the basis of that, every faculty prepares the academic planner in the form of a course file which is audited by the principal.
- The teachers monitor the pace of coverage of the syllabus
- Timely Feedback is obtained from students regarding the content delivery by different teachers.
- Assignments, tests and evaluation are conducted at scheduled dates to improve performance in the semester – end examinations.
- Timeline of Assignments, syllabus coverage is monitored by Dean academics at regular intervals
- All teachers have adopted modern pedagogic styles in their classes.
- Appropriately paced and timely completion of syllabus
- Increased attendance in the classes
- Improvement in results.
- Every year we have branch toppers and university toppers.

#### 6. Problems encountered and Resources required.

This practice requires a monitoring system which can show the progress and gaps at each point of time. Our Bengal Fine Arts College is serving the purpose but it needs upgrades as the time changes.

### 7.3 Institutional Distinctiveness

#### 7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

##### Response:

The primary purpose of the college is to provide education of moral and ethical values to students to promote the social responsibilities among them through art and other practices. Since the college is in a backward district and the majority of the students in this college belong to SC, ST and OBC category coming from rural areas and falling below poverty line. The college has always tried to give not only book knowledge but to educate them in good manners, self-respect, politeness, conscientiousness, physical and mental good health. They also focus on national standards of quality education and enduring sense of

discipline.

The students are the backbone of society, so their first duty is to serve society. Youth are a great human resource and a huge source of energy so it is quite necessary that they should be aware about the social responsibilities and they are supposed to use their energy for social awareness for the betterment of our developing nation. The objective is to develop a sense of social and civic responsibilities. To utilize their knowledge in finding practical solutions to individual and community problems. To develop competence required for group living and sharing of responsibilities. To gain skills in mobilizing the community participation. To acquire the leadership qualities and democratic attitude. To develop capacity to meet emergencies and natural disasters. To practice national integration and social harmony

## **5. CONCLUSION**

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### **Additional Information :**

“One is guilty, but punishment is for others”.

UGC informed that no college would be granted financial help without recognition of State/Central Government.

We have been trying for the same since the year of 1998, but failed several times. Students of the college can be highly benefitted by obtaining various grants from the UGC and for which they are deprived at present.

Not only that, the College may also be strengthened by getting the grants.

### **Concluding Remarks :**

However, all occurrences that occurred are for the well-being.

If NAAC expert – guests are delighted and find the fulfilments of criteria that are needed to be accredited we are pleased and grateful

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.1.3	<p><b>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 last five years</b></p> <ol style="list-style-type: none"> <li>1. Academic council/BoS of Affiliating university</li> <li>2. Setting of question papers for UG/PG programs</li> <li>3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses</li> <li>4. Assessment /evaluation process of the affiliating University</li> </ol> <p>Answer before DVV Verification : D. Any 1 of the above            Answer After DVV Verification: E. None of the above            Remark : Here for this metrics HEI has not provide any supporting documents from the affiliating university, so DVV input is recommended accordingly.</p>
1.2.1	<p><b>Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b></p> <p>1.2.1.1. <b>Number of Programmes in which CBCS/ Elective course system implemented.</b>            Answer before DVV Verification : 1            Answer after DVV Verification: 2</p> <p>Remark : HEI offering 2 programs, DVV input is recommended accordingly.</p>
1.3.3	<p><b>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year</b></p> <p>1.3.3.1. <b>Number of students undertaking project work/field work / internships</b>            Answer before DVV Verification : 0            Answer after DVV Verification: 150</p> <p>Remark : As per the metrics 1.3.2 all the courses have projects work and field work so based on that considering latest complete academic year students should be considered here so DVV input is recommended accordingly.</p>
1.4.1	<p><b><i>Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders</i></b></p> <ol style="list-style-type: none"> <li>1) <i>Students</i></li> <li>2) <i>Teachers</i></li> <li>3) <i>Employers</i></li> </ol>

**4)Alumni**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: E. None of the above

Remark : HEI has not provided any filled in sample feedback form so based on that DVV input is recommended.

**1.4.2 Feedback process of the Institution may be classified as follows:****Options:**

1. **Feedback collected, analysed and action taken and feedback available on website**
2. **Feedback collected, analysed and action has been taken**
3. **Feedback collected and analysed**
4. **Feedback collected**
5. **Feedback not collected**

Answer before DVV Verification : B. Feedback collected, analysed and action has been taken

Answer After DVV Verification: E. Feedback not collected

Remark : HEI has not provided any supporting documents here so based on that DVV input is recommended.

**2.1.1 Average Enrolment percentage (Average of last five years)****2.1.1.1. Number of students admitted year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
48	54	46	47	45

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
48	50	46	47	45

**2.1.1.2. Number of sanctioned seats year wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
50	50	50	50	50

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
50	50	50	50	50

Remark : As per the SOP admitted students should not be more than sanction seats so DVV input is recommended accordingly.

2.3.3	<p><b>Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year )</b></p> <p>2.3.3.1. <b>Number of mentors ?????????????? ???????</b>          Answer before DVV Verification : 9          Answer after DVV Verification: 1</p>																				
2.4.2	<p><b>Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)</b></p> <p>2.4.2.1. <b>Number of full time teachers with <i>Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.</i> year wise during the last five years</b>          Answer before DVV Verification:</p> <table border="1" data-bbox="308 672 1046 804"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="308 884 1046 1016"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> </tr> </tbody> </table> <p>Remark : As per the documents received from HEI Principal should not be considered as full time teacher so DVV input is recommended accordingly.</p>	2020-21	2019-20	2018-19	2017-18	2016-17	2	1	1	1	1	2020-21	2019-20	2018-19	2017-18	2016-17	1	1	1	1	1
2020-21	2019-20	2018-19	2017-18	2016-17																	
2	1	1	1	1																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
1	1	1	1	1																	
2.4.3	<p><b>Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)</b></p> <p>2.4.3.1. <b>Total experience of full-time teachers</b>          Answer before DVV Verification : 81          Answer after DVV Verification: 85</p> <p>Remark : As per the clarification received from HEI, based on that DVV input is recommended.</p>																				
2.6.3	<p><b>Average pass percentage of Students during last five years</b></p> <p>2.6.3.1. <b>Total number of final year students who passed the university examination year-wise during the last five years</b>          Answer before DVV Verification:</p> <table border="1" data-bbox="308 1736 1046 1868"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>42</td> <td>33</td> <td>33</td> <td>34</td> <td>34</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="308 1948 1046 2080"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>42</td> <td>33</td> <td>33</td> <td>34</td> <td>28</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	42	33	33	34	34	2020-21	2019-20	2018-19	2017-18	2016-17	42	33	33	34	28
2020-21	2019-20	2018-19	2017-18	2016-17																	
42	33	33	34	34																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
42	33	33	34	28																	

**2.6.3.2. Total number of final year students who appeared for the university examination year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
42	33	33	34	34

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
42	33	33	34	28

Remark : AS per the extended it 2.3 total no. of outgoing students should be equal to no. of students appeared for final year exams it should not be more ,so DVV input is recommended accordingly.

**4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)****4.1.4.1. Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
8.33	34.85	23.74	23.52	14.36

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

Remark : As per the audited statements provided by HEI, based on that infrastructure augmentation is not given and HEI has not highlighted this expenditure also ,so DVV input is recommended accordingly.

**4.3.3 Bandwidth of internet connection in the Institution**

Answer before DVV Verification : A. ?50 MBPS

Answer After DVV Verification: E. &lt; 5 MBPS

Remark : As per the document provided by HEI, DVV input is recommended.

**4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)****4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years**



**(INR in lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0.30	0	0.29	0.06	0.16

Remark : As per the audit statements provided by HEI, based on that DVV input is recommended.

**5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Answer before DVV Verification : C. 2 of the above

Answer After DVV Verification: E. None of the above

Remark : As HEI has not provided any required and asked supporting documents so with out supporting documents it should not be considered ,so DVV input is recommended accordingly.

**5.2.2 Average percentage of students progressing to higher education during the last five years**

**5.2.2.1. Number of outgoing student progressing to higher education.**

Answer before DVV Verification : 11

Answer after DVV Verification: 58

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

**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) year-wise during the last five years.**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2	0	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

Remark : No supporting document provided by HEI , DVV input is recommended accordingly.

**5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)**

**5.3.3.1. Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
11	0	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2	0	0	0	0

**6.2.3 Implementation of e-governance in areas of operation**

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Answer before DVV Verification : C. 2 of the above

Answer After DVV Verification: E. None of the above

Remark : HEI has not provided any supporting documents , so DVV input is recommended accordingly.

**7.1.5 Green campus initiatives include:**

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

Answer before DVV Verification : A. Any 4 or All of the above

Answer After DVV Verification: D. 1 of the above

Remark : As per the geo tagged photographs provided by HEI, DVV input is recommended.

## 2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p><b>Number of courses offered by the Institution across all programs during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>3</td> <td>3</td> <td>3</td> <td>3</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>60</td> <td>60</td> <td>60</td> <td>60</td> <td>60</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	3	3	3	3	3	2020-21	2019-20	2018-19	2017-18	2016-17	60	60	60	60	60
2020-21	2019-20	2018-19	2017-18	2016-17																	
3	3	3	3	3																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
60	60	60	60	60																	
1.2	<p><b>Number of programs offered year-wise for last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>2</td> <td>2</td> <td>2</td> <td>2</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	1	1	1	1	1	2020-21	2019-20	2018-19	2017-18	2016-17	2	2	2	2	2
2020-21	2019-20	2018-19	2017-18	2016-17																	
1	1	1	1	1																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
2	2	2	2	2																	
2.1	<p><b>Number of students year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>48</td> <td>54</td> <td>46</td> <td>47</td> <td>45</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>150</td> <td>158</td> <td>162</td> <td>157</td> <td>155</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	48	54	46	47	45	2020-21	2019-20	2018-19	2017-18	2016-17	150	158	162	157	155
2020-21	2019-20	2018-19	2017-18	2016-17																	
48	54	46	47	45																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
150	158	162	157	155																	
2.3	<p><b>Number of outgoing / final year students year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>42</td> <td>33</td> <td>33</td> <td>34</td> <td>34</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>39</td> <td>31</td> <td>36</td> <td>34</td> <td>35</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	42	33	33	34	34	2020-21	2019-20	2018-19	2017-18	2016-17	39	31	36	34	35
2020-21	2019-20	2018-19	2017-18	2016-17																	
42	33	33	34	34																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
39	31	36	34	35																	
3.1	<p><b>Number of full time teachers year-wise during the last five years</b></p>																				

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
7	6	6	6	6

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
5	5	5	5	5

3.2 **Number of sanctioned posts year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
7	6	6	6	6

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
6	6	6	6	6

4.2 **Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
833356	3485896	2374991	2352044	1436688

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
9.13	13.68	15.18	14.45	12.36