

ANNEXURE-2

**Detailed Action Taken Report 2021-22**

**Actions taken on student feedback**

	<b>Feedback Summary</b>	<b>Action Taken by the IQAC</b>
1.	Syllabus to be more specific, concise, sequence wise and practical problems oriented. Examinations to be conducted timely and in accordance with academic calendar. Prevailing uncertainties regarding offline or online mode of examinations. Inclusions of certain current topics like Web development, Python, literature in GE English, etc.	Ours is a UG college affiliated with Kazi Nazrul University. Hence the suggested modifications in the syllabus and curriculum have been communicated to the university after taking effective suggestions from the respective departments through online and offline meetings which are conducted as per the directions of the IQAC from time to time. There were certain uncertainties among students with regard to the dates of the examination schedule and the mode (online/offline) of the examinations due to the prevailing Covid situation and recurrent lockdown of the University, however, the students were constantly in touch with the faculty members and the matter of uncertainty in examination dates and schedule were cleared by the college administration by escalating the issue to the University and responding back to the students at the earliest.
2.	Proper conduction of offline classes in Arts and Humanities Departments. Some issues regarding routine and timing of classes.	The process of shifting of Central Library from Humanities Block to Administrative Block has been initiated after G. B. Resolution to tackle the shortage of classrooms in Arts and Humanities Department as a progressive effort. The issues regarding routine and timing of classes have been communicated to the Routine Committee and HODs.
3.	Computers functioning and internet facility to be improved. Improvement of Infrastructure and equipments.	As per WB Govt. instructions, our college reopened on Nov 8, 2021, after the lockdown. During the lockdown, the licenses of most of the software installed in the computers were expired. Moreover, the hardware of a few computers was also damaged due to some unpreventable circumstances during the lockdown (like dust, insects, lizards, and rodent activities). In this regard, our

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		administration quickly placed an order for the installation of new software and hardware. Then the proper functioning of all the computer systems of the central computing facility was restored within a month. Internet facilities throughout the campus including WiFi connectivity were also restored properly. Thereafter, all students appeared for the internal examination in the Central Computing Facility. Thus, this important issue was handled effectively and efficiently on a war footing.
4	Positive feedback as well as Negative feedback on faculty.	Several students have appreciated and thanked the teachers for being by their side all the time during the unprecedented Covid situation and providing them with all sorts of support. This is reflected by the wonderful performance of our students in academic as well as co-curricular activities (both online and offline mode). Our college administration has decided to publicly appreciate and applaud the teachers and provide them with some incentives/mementos based on their contribution to the college. Negative feedback on faculty is analyzed by conducting a meeting by IQAC by finding what exactly the concerned teacher is lacking. The matter is then communicated to the teacher confidentially by the Principal.
5.	<b>Library issues:</b> Recommendation for the up-gradation of book stock with current edition books which are compatible with the new LOCF-CBCS syllabus. The number of books is to be increased in accordance with the number of students. Library card issues. Non-Availability of sufficient books in Urdu History, Comp Sc, Hindi, e-commerce, English (literature)	The process has been initiated under the Development Policy envisaged by the Building committee under the aegis of the IQAC upon the subsequent passing of G. B. Resolution to shift Central Library from Humanities Block to Administrative Block. For the procurement of New books, the departments are instructed to provide the central library with a list of books to be bought. In this regard, each of the departments has been allotted a budget of Rs. 25,000 which may also be enhanced if required. The effort is for providing a digital platform simultaneously from Central Library as e-books. Specific section for specific books are created.

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	dept and Hindi shift library. Study space in library, Specific section for Microbiology Dept books.	
6.	Skill development courses or workshops to be organised, Coding courses, Web development courses Communication skill courses, Presentation skills, Leadership skills programs should be organised. Technical assistance should be provided.	To address this issue, our college has taken the following actions to strengthen the knowledge and skill capacity of the students: i) Signed MOUs with several academic and industrial establishment, notable among them being with the renowned <b>CMERI- DURGAPUR</b> on the academic side and <b>Edubridge</b> on the industrial side. ii) Several career counseling programs were organized in the college for the benefit of its students. Campus recruitment and placement were organized notable among them were recruitment drive with <b>CLAPE technologies, AHFL finance and SHYAMSEL AND POWER.</b> iii) The career counseling cell organized training webinars for students in order to develop their career and employability soft skills. Webinars were organized on <b>Cloud Computing by the CMRIT, Bengaluru, IoT and Machine learning by Qmansys, BFSI skills by NIIT, Asansol.</b> iv) Apart from that, valuable seminars and training were organized by <b>Edubridge and Qmansys</b> on developing soft skills to improve the employability aspect of the students.
7.	Courses for environment, gender and Human rights to be included.	The college has organized the 2 <sup>nd</sup> International e-Conference under the aegis of the IQAC on “Revisiting Strategies for Sustainable Development”, e-Consus 2022, during December 21-22, 2021 to address the issues related to environment, gender and human rights. A number of foreign and Indian experts of high repute deliberated in the presence of hundreds of participants leading to the grand success of the conference.
8	Provision for checking self-attendance status for students	Student App <b>BB College eConnect</b> has been launched to facilitate the students to see their profiles, college and departmental

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	and proper information about notifications from college.	<p>notices/information, daily and total attendance summary reports, pay their college fees, etc.</p> <p><b>Link for Students login</b>  <a href="https://play.google.com/store/apps/details?id=com.bbcollege.student">https://play.google.com/store/apps/details?id=com.bbcollege.student</a></p>
9	Lack of knowledge of the CBCS syllabus, Proper guidance about CBCS syllabus and discussions regarding the university examinations, sample paper and question patterns.	<p>Online Induction classes were organized by all the departments. Students were made fully aware of the content and outcomes of the course.</p> <p>Provision for previous year questions in Library, Online assignments are already being made. Moreover, the college website contains all the lecture notes of our faculty members along with assignments and the questions of last year examinations.</p>

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## **FACULTY Feedback 2021-2022**

### **Action Taken Report**

1. HOD's were asked to elaborate on the topics wherein an up-gradation of syllabus where needed keeping the student feedback on the curriculum in mind. The comments by the HOD's were forwarded to the University for their consideration and implementation.
2. Faculties were asked to suggest the name of books as per the CBCS and LOCF versions of the syllabus.
3. HOD's were asked to add more value-added courses in the syllabus after taking approval from the IQAC.
4. Learning Management System through interactive between faculty and the student was encouraged. Smart Classrooms, Video conferencing, etc were made effective by the use of ICT.
5. Case study assignments were given to the students. This helped them to acquire problem-solving skills.
6. Apart from regular teaching, social awareness and human values were imparted to the students through various workshops and conferences.
7. Online Portal has been developed for faculties login to submit the students' attendance, check self-attendance status, college holidays and events and update students' performances.

#### **Link for Teacher login**

[http://bbcollegeonlineadmission.in/teacher\\_login.php](http://bbcollegeonlineadmission.in/teacher_login.php)

8. Online Portal has also been created for faculties for applying for leave application online.

#### **Link for Leave Application**

<http://bbcteacher.aadija.biz/>

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