

BHAGALPUR NATIONAL COLLEGE

(A Constituent Unit of Tilka Manjhi Bhagalpur University)

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7.2: Best Practices

Two best practices successfully implemented by the Institution as per NAAC format provided in the Manual

Practice - 1.

A. Title of the Practice: - Curricular Planning and Implementation

B. Context

Faculty members of B. N. College Bhagalpur strictly follow the curriculum designed by the concerned authority of university. They ensure the requirements of the students before every academic session and plan accordingly. The curriculum as prescribed by the university is implemented in such a way that it covers activities and sub-activities related to the provided syllabus. The effective delivery of the curriculum includes a wide variety of things from the skilled faculty, work culture, supervision and revision through periodic meetings with the principal, faculty, guardians and student committee meetings.

Objectives of the Practice

- To define outcomes of learning accurately and precisely.
- To organize the curriculum, instruction, and assessment right from the beginning to make sure that the learning outcomes are achieved
- To form an academic calendar right from the beginning from commencement to end of the session for timely implementation of academic process.
- To develop a culture of continuous improvement.
- To develop teachers support for students
- To develop ICT Classes for students.
- To create a transparent system in examination reforms.

Academic calendar:

- The college follows the Academic calendar issued by the University
- The Academic Council & Heads of Departments conducts the meetings to distribute workload, allot subjects, plan the activities of the department and to review the completed syllabus.
- The Academic Council monitors the effective implementation of the Calendar through formal meetings with Heads of Departments and if necessary informal discussions with faculty.

Time- Table & Routine In charge: The college constitutes the Time Table committee.

- The Time Table is prepared by respective departments.
- The Time Tables are displayed on the Notice Board and also uploaded on the college website.
- The syllabus link of University is also provided to the students.
- Teaching Plan and Teaching Diary
- Teaching plan is prepared by every faculty member at the beginning of academic year.
- They record the conduct of teaching and practical in the diary. •
- Periodic assessment of curriculum delivery is conducted by Academic Council, IQAC through HODs. & The faculty

• **Teacher support:**

The college encourages the faculty to participate in Orientation and Refresher courses to update their knowledge of subject.

The college takes initiative and encourages staff to attend workshops organised by the University for effectively implementing the CBCS method of imparting curriculum. • The Choice Based Credit System (CBCS) is implemented for enabling choice for selection of Elective papers to the students. • This system(CBCS) is introduced from the year 2023 .

CIE and end semester examination: The ratio of weightage is 30% Continuous Internal Evaluation (CIE) and 70% End Semester Examination (ESE).

1. **Announcement of overall structure schedule of CIE:**

The institution has examination department (HEC) to oversee the conduct of the internal assessment tests. The process of internal evaluation starts at the classroom level. For each subject two internal tests are conducted before each semester giving fair chance to the absentees due to permissible circumstances and thus bring students under a uniform internal evaluation system, it includes assignments, internal test, Class Presence.

The following reforms have been carried out for CIE:

1. **Time table:** Schedule for internal examinations is communicated to the students well in advance despite mentioning the same in the academic calendar.
2. **Syllabus:** The syllabus for the internal examination is also communicated to the students in the classroom by subject teacher one week in advance and also displayed on the department notice boards & website
3. **Setting of question papers:** Subject faculty set the question paper keeping Programme Outcomes (POs) and Course Outcomes (COs) and unitized syllabi and University examination pattern in consideration. Question papers are submitted to house examination committee (HEC) three days before the commencement of the internal assessment test.
4. **Conduct of internal assessment:** Internal assessment test is conducted as per the seating plan communicated to the students.
5. **Communication of IA marks:** Internal Assessment (IA) marks are announced. IA marks are displayed on the notice board. The students are given a chance to bring their grievances if any to the concerned subject teacher or HOD to solve it within one week from the announcement of IA results.
6. **Parent – Teachers meetings:** Poor performance due to frequent absenteeism is dealt with by informing the parents of such students. Parent – Teacher meetings are conducted after every internal assessment test and the feedback about performance of students is discussed.
7. **Submitting IA marks to University:** For each subject, internal assessments are conducted and IA marks are recorded in the consolidated IA marks foil Sealed and the same is send to the university Exam Section. The college collects the feedback from the faculty, students, alumni and parents.

ICT Labs Facilities :- Apart from regular traditional teaching methodology, our institute have adopted interactive and ease of accessible learning resources as E-content, Audio Visual content , online teaching learning via ICT Labs (Computer, Projector, Website, Google meet, Zoom, Google docs, Google class rooms, whatsapp group sand various social media channels.

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 extracurricular activities, better discipline on campus and respectful relationship between teachers and students. The students are more relaxed and have a healthy relationship with the staffs.

Practice - 2

A. Title of the Practice:- GREEN CAMPUS POLICY

B. Context

GREEN CAMPUS POLICY

The college's Green Campus Policy is to create a Clean and Green Campus where pedagogy and ecology work together to encourage eco-friendly behaviours both on and off campus. By encouraging students and employees to practise environmental ethics, it also gives the university a chance to redefine its environmental culture from the ground up.

B.N College, Bhagalpur which was established in 1960, is a centre of higher education to the western parts of the Bihar. The Southern Ghats, of Ganga area of topography that is so rich and must be preserved and protected for future generations, is close to the college's lovely campus. College emphasizes the requirement for environmental protection and the maintenance of the harmony between humans and the environment. The college, which is the first door for academic aspirations to the people of this region who desire higher learning, has the fundamental responsibility of protecting and preserving the environment.

OBJECTIVE OF THE POLICY:-

- The new recreational and curricular activities that will be developed as a result of the green campus, energy, and environment.
- Policies will encourage students to take the lead in enacting change. From the standpoints of energy efficiency, sustainability, and the environment.
- These programmes require a thorough assessment of all administrative, extracurricular, and infrastructure duties.

Key areas of emphasis for this policy are:

- Green Campus Initiatives
- Landscaping Initiatives
- Clean Air Initiatives
- Alternative Energy sources and installation of Energy Efficiency Equipment

- Water Conservation measures
- Waste Management measures
- Awareness programmes on environmental protection
- Environmental Audits

Clean Campus Initiative :-

B.N. College considers personal and environmental hygiene to be essential elements of educated personalities. We are committed to teaching our students in a way that is appropriate and to creating a climate of understanding around these concerns. The college shall actively develop and promote cleanliness programmes both on and off campus in accordance with the objectives of the Swachh Bharat Abhiyan.

- By ensuring that staff, resources, and waste management techniques are allocated appropriately all year long, the college administration will assume the lead role in the clean campus project.
- For graduation, environmental science coursework is a requirement for all undergraduate students in their course.
- Teaching staff and students about hygiene and cleanliness through awareness campaigns and cleaning activities; this integrates environmental protection into the curriculum.
- Encouragement to take the initiative to contribute is the aim. Volunteers from the college's NSS and NCC will conduct community service initiatives, and staff members will lead by example by participating in the cleanup effort.
- Remove all waste products properly, such as damaged furniture, electronic waste, and unnecessary equipment
- There will be competitions for posters and slogans, essays, spoken word poetry, speeches, and skits on "Swachh Bharat" in an effort to pique students' interest.
- Rallies and awareness campaigns on subjects linked to the "Swachh Bharat Abhiyan" will be organised on and around college campuses in an effort to increase public knowledge.

□ Landscaping Initiatives :-

- Just as a college's buildings physically embody its beliefs, so too can one perceive them in the campus surroundings. Since it provides spaces for study, leisure, outdoor activities, relaxation, and aesthetic enjoyment, it is a crucial aspect of campus life. Green campus landscaping also helps recharge groundwater, manages runoff, and cools and cleanses campus air.

- The landscape represents the commitment to sustainability of the campus community. Because campus landscaping projects are so accessible and visible, they are a great way to increase environmental awareness.
- Approximately two acres of grass, over 150 trees, and roughly 500 ornamental and 150 medicinal plants are present on our campus.
- The scenery environment of trees and vegetation offers fresh, cold air to the more than 1500 students and staff. B.N. College's campus is extremely diversified, thanks to its diverse vegetation, which is home to a broad range of animals and birds.
- The college shows its dedication to preserving the symbiotic relationship between the institution and nature by supporting annual tree-planting initiatives and encouraging student organisations to organise treeplanting events.

Alternative Energy sources and installation of Energy Efficiency Equipment:-

- By converting to clean energy sources like solar energy for tasks like campus lighting, we are committed to minimising and managing the consumption of power generated by non-renewable resources in a sustainable manner.
- We promise only to install energy-efficient and less inefficient electrical equipment that are kind to the environment. LED lighting is one example of cleaner energy that the college supports.

Water Conservation and Management:- Rain Water Harvesting

In our Institution, we infrastructurally developed a well planned manner to collect water stored on the terrace and collected it through pipes and connect it further which ends in the ground of the northern part of the back side of the building.

We are committed to using pits and channels to collect rainfall in an endeavour to replenish the ground water table. This method facilitates the replenishing and recharge of the groundwater. In order to control water usage, we also implement the following measure.

- Keep your water fixtures leak-proof.
- Reduce the amount of water wasted and unneeded use.
- Take quick action to halt any water leaks from tanks, pipelines, faucets, etc.
- Research on the potential for reusing wastewater.

Waste Management Processes :-

Our goal is to lessen the negative effects on the environment caused by the waste generated on college campuses by managing and reducing it. The college will

implement procedures that will lessen the development of trash and manage solid and liquid waste using the following technique in an effort to deliver sustainable education.

- Dedicated attention is paid by the college to ensuring that waste generation on campus is kept to a minimum.
- Materials to be separated in two categories such as bio degradable and non biodegradable waste and then only biodegradable materials will be thrown in the bio pit.
- To keep the campus clean, garbage is separated into dry and moist categories and placed in uniquely designated dustbins at key areas.
- Using reduce, reuse, and recycle (3R) as the foundation for sustainable resource management techniques.
- Refuse, Reduce, Reuse, Repurpose, and Recycle are the five pillars of the college's zero waste philosophy.

BIO-WASTE ZONE :-

A pit was created beside the second building of the college campus. The length , breadth and height of the pit is 6Ft×4F×8Ft respectively. It is fully covered with Green Net and in the rainy day preventive measures is always be taken.

The pit served as the dumping zone for the biodegradable materials, and on the daily basis the waste materials from the green dustbin and the institutions is thrown in the bio pits by the staffs .

The Gardner is appointed to take care of the pit regularly. And Botany Dept. of the College is charged to observe the progress of waste degradation and Hence it results in efficient amount of organic compost which we used in various types of works in our college.

Various Uses of Bio Compost in Institutions:-

- Our Gardener only use organic compost for plants and flowers which promotes growth of greenery .
- As we are using Organic compost , Our institution is free from chemical fertilizers which is harmful for the environment.
- Improves plant growth and health. Increases plant rooting depth.
- Provides plant nutrients in a stable organic form.
- Improves physical, biological, and chemical soil properties.
- Reduces soil erosion.
- Provide a scientific approach for learning by setting this in the campus

E-waste & Non-biodegradable Disposal :- Institutions have scarp committee to regularly monitor the process of e-waste, it also sells the scrap collected from the institutions and the money is submitted to the college fund.

Implementation of Waste Management in College.

1. Dustbins – Blue & Green

Green Bin:- It is used for wet and biodegradable wastes. It is also referred to as an organic bin. This waste is turned to zero waste through composting.

Blue Bin:- It is used for dry and non-biodegradable wastes. Dry waste means literally dry, i.e., if the paper is dry, it is thrown in a blue dustbin and thrown in a green dustbin if it is wet.

2. Posters & Slogans to promote waste management efficiently. :- We placed posters and pictures with slogans to promote “ Swachha Bharat Abhiyan” and maintain cleanliness in the college campus.

3. Fine Charges to not follow the waste management rules.:- We strictly impose fine for the student or any other who do not follow the rules of Cleanliness in the college campus, this is governed by NAAC P.O of the college.

4. Bio Waste Pit :- A Bio waste pit is created near the second building of the college as it served as the dumping zone for biodegradable substances which lately convert into organic compost.

5. Eco Friendly Day :- To create awareness regarding environmental policy amongst the students and management, We celebrate environment day on 5th June. As on day We plant as much plants, trees in our campus to make it clean and green.

Awareness programmes on environmental protection

To ensure that everyone in the campus community values the goals of the policy and supports its execution, outreach and education are crucial. In order to efficiently execute the Green Campus and the Energy and Environment regulations, we support and encourage awareness campaigns, seminars, workshops, conferences, and other interactive events.

Events, competitions, and training sessions that will result in grassroots, beneficial environmental changes are encouraged to be organised by all departments and specific student of NSS and NCC and others.

Students are shaped into active agents of environmental protection and conservation via departments and student associations supported by the college.

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Environmental Audits:-

In order to advance our long-term sustainability goals, In Future the institution plans to periodically do a Green Audit of our campus to evaluate our strengths and shortcomings. To find out how and where the majority of energy, water, or resource use is occurring, a green audit is a helpful tool. It will raise awareness about health issues and advance environmental ethics and values. It offers a deeper comprehension of how environmentally friendly actions affect campus life. Green auditing will encourage cost reductions by utilising less resources. We are planning the energy audit's in which specialised instruments will help to find waste of energy resources and conservation measures. Upon inspection, many defects that result in substantial energy loss are frequently found that the college is unable to identify. Significant savings can be obtained by fixing these problems, which are frequently simple and inexpensive.

Evidence of success :- With adaptation of Green Campus Policy we have enriched our greenery presence via various plantation drive, cleanliness has been improved and waste has been disbursed via scrap committee. Energy conservation also improved we have now 3 Kw energy production via solar in future we will achieve it by 15 Kw. Our Gardens obtained chemical free status with use of Organic fertilizers.



A handwritten signature in green ink, appearing to read "A. K. Singh".

Principal
B.N.College, Bhagalpur
Bhagalpur National College
Bhagalpur