



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		BANKURA SAMMILANI COLLEGE
Name of the head of the Institution		Dr. Samir Kumar Mukherjee
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03242250741
Mobile no.		9434577765
Registered Email		bankurasammilanicollege@gmail.com
Alternate Email		bsciqac@gmail.com
Address		Kenduadihi
City/Town		Bankura
State/UT		West Bengal
Pincode		722102
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Swapan Mukhopadhyay
Phone no/Alternate Phone no.	03242250741
Mobile no.	9064779863
Registered Email	bsciqac@gmail.com
Alternate Email	swapan.bankati@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://bankurasammilanicollege.net/images/uploads/16_17.pdf">http://bankurasammilanicollege.net/images/uploads/16_17.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	<a href="http://bankurasammilanicollege.net/academic_calendar.php">http://bankurasammilanicollege.net/academic_calendar.php</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	75.40	2006	02-Feb-2006	01-Feb-2011
2	B+	2.67	2016	05-Nov-2016	04-Nov-2021

<b>6. Date of Establishment of IQAC</b>	27-Feb-2006
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
National Workshop	19-Jan-2018	160

	03	
Introducing Academic Audit	23-Feb-2018 07	1600
Students' Seminar	19-Sep-2017 02	90
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Bankura Sammilani College	Plan 31	UGC	2017 365	277560
Bankura Sammilani College	Plan 35	UGC	2017 365	1110241
Dr. Sabir Ahammed/Chemistry	Major Project	SERB-DST	2014 1095	2224500
Nafisa Arfa/Bengali	Minor Project	UGC	2017 365	205000
Anjan Sinha/Botany	Minor Project	UGC	2017 365	435000
Anjan Sinha/Botany	Minor Project	WBBB	2017 365	250000
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

5

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

Introducing Academic Audit

Initiatives taken for introducing Post-graduate courses in English, Chemistry along with Honours courses in Philosophy and Geography.

[View File](#)

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
Upgrading the teaching methodology and the evaluation process of CBCS curricula	Classroom with ICT facilities extended
To introduce Academic Audit as an internal quality assurance mechanism	Academic Audit by the Internal Committee conducted and weak areas identified. Advisory issued
To encourage faculty members to arrange seminar, workshops, visit to premier institutions	One National Seminar conducted successfully and UC submitted to the funding agency transparently
To encourage research activities of the faculty members	Research project run by the some of the faculty members successfully. Some acts as research supervisors
To Introduce post graduate courses in English Chemistry and Honours courses in Philosophy Geography	Received affiliation from the affiliating University on 14.06.2018

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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Governing Body	26-Aug-2020

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2018

Date of Submission

22-Feb-2018

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

A web server is there in the college which hosts the college Administration and Management Software (CAMS). The aim of this software is designing and implementing software solutions that provide suitably detailed reports in consistent, accurate and timely manner with a view to smooth functioning or management of the college administration. Proper systematic documentation is now in urgent need. A comprehensive database having all information related to students' activity in academic and nonacademic fields is now very much essential. It becomes wastage of institution effort time when it is required to prepare and provide similar information multiple times. Library has been working towards automation with SOUL software. Students' database is being restructured by some departments individually. A teachers' database related to their academic and research fields is also an essential part. The CAMS software also cater to this need. The CAS (Career Advancement Scheme) is also managed by this software. The college is on the path of reorganising this system and full automation

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The CBCS Syllabus has been introduced from the academic session 2017-18 (July'17-June'18) under the present affiliating Bankura University. The institution is in the process of absorbing the same in all the Arts, Science and Commerce Streams. With the present semester time frame (6 months per Semester) the college has prepared itself with the restructuring of the syllabus. Organization of the syllabus in concise form, presentation for clear communication and preparing of handouts are made by the teachers and syllabus is completed in time. ICT tools are also used as a common feature. Common mail Ids, Whatsapp groups are being used to send study materials and for assessing the assignments as given to the students. To make the students familiar with the MCQs and short questions for competitive examinations, internal examinations are structured accordingly. A total e-governance is maintained for all examinations related administrative processes like registration, admit card download, marks upload for tests as conducted at the college end. Examination committee of the college always follow the guidelines of IQAC for setting up of a digitized system by using the University software. Documents are archived both department wise and centrally.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate course in computer programming	NA	01/08/2017	365	It helps the student to be a computer programmer	Developing skill related to the software programming
Certificate course in Spoken English	NA	04/09/2017	90	To make the students fluent in spoken english	Development of communication

## 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	UG	01/07/2017
BSc	UG	01/07/2017
BCom	UG	01/07/2017

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	175	44

## 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	01/07/2017	0
No file uploaded.		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Botany	149
BSc	Zoology	189
BSc	Microbiology	72
BSc	Environmental Science	482
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## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

Feedback Obtained
<p>The feedback is obtained from all the stake holders of education-students, parents, alumni etc by meeting with them periodically. A prescribed format is given to the students for their feedback at the end of each session. The students put forward their response without disclosing their identity. Their response are collected and analysed both quantitatively and qualitatively by the respective departmental teachers. The summary of the feedback pointing strength and weakness of the department is further discussed in the Teachers council meeting. Issues related to the administrative part are discussed with the non-teaching staffs of the college with the guidance of the Principal. Issues related to the library are discussed in the meeting of the library committee. Response from the parents and alumni members is discussed thoroughly in the Governing Body meeting of the college.</p>

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	All Science subjects	595	11372	464
BA	All Arts subjects	1021	11912	818
BCom	All Commerce subjects	326	205	47

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### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	1329	0	42	0	42

### 2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
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	Resources)				
70	58	85	3	2	4
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The institution sincerely believes that to guide the students successfully to face the ramifications of future life in the most vital fact of incisive learning to motivate the college students with a buoyancy of bravura the prudent guidance of the pragmatic college Principal, the practical suggestion of the I.Q.A.C and the sincere participation of every staff of the college. In this process of mentoring the students, the institution has given top priority to analyze the opinion of the students reflected in the Feed-Back system. On regular basis the institution asks for the objective opinion of the students on various affairs of the college where their identity is usually concealed. The sapient faculty members earnestly follow up the students' problems and suggestions, meet them in small groups and try to bolster their confidence with tentative solutions and suggestions so that the education and their plan of life in future do not appear dull and drab but exhilarating and enthralling. At the second step of follow-up system the institution arranges department-wise motivation class to enrich them will fresh lease of spirit and culture. To encourage the students with positive thinking and to succinctly confirm their road-map of earning livelihood in future, the college invites the internationally reputed global business companies like T.C.S. To develop the academic excellence of the students and staffs of the college a M.O.U has been signed with the Ulangang University, Australia, through Bankura University thus motivating the students to be aware of the praxis of modern methods of learning, including the different avenues in the field of research, further education and job.

In spite of its limited resources, the college offers scholarships to poor and meritorious students to avail themselves of the various scholarships granted by the government and other benevolent organizations. The office staffs are always very co-operative to students and their spontaneous help has created a very congenial academic atmosphere. Some members of the college have also donated certain amount of money to offer scholarship to meritorious and poor students. The students know all of them from the regularly up-dated college website. Above all, the alumni association has taken a very vital role meeting the students and guardians to share their past experience and the gradual development of the institution. Thus the authority under the pragmatic leadership of the college Principal has tried to guide the students, so that, they can reach the zenith of success in future life.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1329	42	1 : 32

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
47	37	10	2	22

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
<b>No Data Entered/Not Applicable !!!</b>			
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## 2.5 – Evaluation Process and Reforms

### 2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-	Date of declaration of results of semester-
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			end examination	end/ year- end examination
BCom	UG Part III	Year	21/04/2018	16/07/2018
BCom	UG SEM II	Semester	09/07/2018	06/09/2018
BCom	UG SEM I	Semester	20/12/2017	31/05/2018
BSc	UG SEM I	Semester	20/12/2017	31/05/2018
BSc	UG SEM II	Semester	09/07/2018	06/09/2018
BSc	UG Part III	Year	21/04/2018	16/07/2018
BA	UG SEM I	Semester	20/12/2017	31/05/2018
BA	UG SEM II	Semester	09/07/2018	06/09/2018
BA	UG Part III	Year	23/04/2018	16/07/2018
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#### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

A continuous and proper evaluation of a student's merit is one of the most important facets of education that helps the student to know his position in the class in comparison to that of other students and detect his weakness that can be corrected later. Along with the traditional end-semester test examination, class tests and surprise tests are held regularly. Class tests are organized by the department with prior notification but the surprise test is done to have an idea of the students' alacrity in the class. This surprise test has remarkably increased the students' attendance in the class because they do not know when and how it will be organized. The tech-savvy faculty members of some departments engage students to present project papers and to deliver short-duration lecture to his friends helping him to discover his own power of articulation and proper arrangement of thoughts. These help the students to evaluate their own academic process and, at times, they vie acutely with his friends in order to obtain applause from friends and teachers having proved creativity and individuality. Especially the surprise tests, presentation of short-duration lectures and impromptu speech by students have created a buoyancy of bravura among the students thus encouraging to students to shrug off an insipid academic atmosphere and the teachers to evaluate the continuous development of a student's talent and personality.

#### 2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Following schedule of University examinations and list of holidays prepared by the Bankura University, the Teachers' Council under the guidance of the Principal prepares an academic calendar at the beginning of each session. This calendar becomes very useful to the teachers to successfully complete the modules of syllabus prepared by the departments concerned. The modules are distributed to the students so that they became acquainted with the assignments of the departmental teachers who try their best to complete them within the stipulated time frame. The examinations are also strictly conducted following that calendar which has also incorporated the dates of University examinations. Sufficient freedom is left to the departmental teachers to accommodate these tutorial classes, Surprise tests, Unit tests, impromptu lectures by students, language, laboratory works, spoken English classes and any other academic event, obviously not hampering the academic calendar schedule. Above all, the academic acumen, temperamental flexibility and social sagacity of the college Principal help the institution to implement all academic events successfully.

#### 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

[http://bankurasammilanicollege.net/details\\_poco.php](http://bankurasammilanicollege.net/details_poco.php)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG	BCom	All Commerce subject	28	21	75.0
UG	BA	All Arts subjects	181	104	57.5
UG	BSc	All Science subjects	196	126	64.3

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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[http://bankurasammilanicollege.net/images/uploads/Student%20Satisfaction%20Survey\\_2017-18.pdf](http://bankurasammilanicollege.net/images/uploads/Student%20Satisfaction%20Survey_2017-18.pdf)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	1095	SERB-DST	2224500	100000
Minor Projects	730	UGC	205000	205000
Minor Projects	730	UGC	435000	435000
Minor Projects	730	WBBB	250000	250000

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### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	01/07/2017

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	01/07/2017	NIL

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
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NIL	NIL	NIL	NIL	NIL	01/07/2017
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### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

#### 3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	0

#### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	BENGALI	6	0
National	Geography	1	0
National	Microbiology	1	1.01
National	Zoology	2	0
International	Botany	2	1.2
International	Chemistry	12	2.29
International	Mathematics	1	3.67
International	Nutrition	1	5.48
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#### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
BENGALI	7
BOTANY	3
COMMERCE	3
ECONOMICS	1
MICROBIOLOGY	3
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#### 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Sexual reproduction in <i>Cylindrocapsa</i> <i>br</i> <i>ebissonii</i> (Ralfs) De Bary (Char	Debjyoti Das J.P. Keshri	Cryptogamiae Algologie	2017	1	Bankura Sammilani College	1

ophyta: Conjugatophyceae: Desmidiaceae) in nature						
Diversity of phytoplankton in some domestic wastewater fed urban fish pond ecosystems of the Chota Nagpur Plateau in Bankura, India	Debjyoti Das, A. Pathak S. Pal	Applied Water Science	2018	6	Bankura Sammilani College	6
Optimization of welded Beam Structure Using Neutrosophic Optimization Technique, A comparative Study	Mridula Sarkar, Tapan Kumar Roy	International Journal of Fuzzy System	2018	6	Bankura Sammilani College	6
Study of physico-chemical parameters, planktonic diversity and bacterial load of Clarias batrachus cultivation pond at Bankura, WB, India	Ganguly A, Mandal A, Khan MA, Dutta TK, Raha S, Das Mohapatra PK	International Research Journal of Biological sciences India	2018	3	Bankura Sammilani College	3
Structural variations in self-assembled coordination complexes of hexamethylenetetra	Shantanu Hazra, Lakshmi Kanta Das, Sanjib Giri Michael G.B. Drew, Ashutosh	Inorganica Chimica Acta	2018	3	Bankura Sammilani College	3

amine, zinc(II) and carboxylates (RCOO-, RCH <sub>3</sub> /C <sub>6</sub> H <sub>5</sub> ): Encapsulation of the water hexamer in benzoate assembly	Ghosh					
Protonation of Ketocyanine Dyes: Theoretical and experimental investigation	Dr. Mrinmoy Shannigrahi	Theoretical Chemistry Accounts	2018	0	Bankura Sammilani College	0
Green Synthesis and Characterization of Polyvinyl Alcohol Embedded Silver Nanoparticles using Simul (Bombaxceiba) Flower Extract	Pinaki Mandal	International journal of Current Research and Review	2017	1	Bankura Sammilani College	1
Green synthesis of poly(vinyl alcohol)-silver nanoparticles hybrid using Palash (Butea monosperma) flower extract and investigation of antibacterial activity	Pinaki Mandal and Samaresh Ghosh	Polymer Bulletin	2018	5	Bankura Sammilani College	2
Biosynthesis of	Pinaki Mandal	International	2018	3	Bankura Sammilani	2

Silver Nanoparticles by Plumeria rubra Flower Extract: Characterization and Their Anti-microbial Activities		Journal of Engineering Science Invention			College	
Highly chemoselective reduction of azides to amines by Fe(0) nanoparticles in water at room temperature	Subir Panja, Debasish Kundu, Sabir Ahammed, Brindaban C. Ranu	Tetrahedron Letters	2017	2	Bankura Sammilani College	2

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### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Polyurethane network using 1-naphthylamine embedded epoxy-based polymer: ferric ion selective fluorescence probe	Samaresh. Ghosh, R. Manna, S. Dey	Polymer Bull.	2018	55	2	Bankura Sammilani College
Green synthesis of poly(vinyl alcohol)-silver nanoparticles hybrid using Palash (Butea monosperma) flower	P. Mandal, Samaresh. Ghosh	Polymer Bull.	2018	55	2	Bankura Sammilani College

extract and investigation of antibacterial activity						
Highly chemoselective reduction of azides to amines by Fe(0) nanoparticles in water at room temperature	Subir Panja, Debasish Kundu, Sabir Ahammed, Brindaban C. Ranu	Tetrahedron Letters	2017	165	2	Bankura Sammilani College
Green synthesis of poly(vinyl alcohol)-silver nanoparticles hybrid using Palash (Butea monosperma) flower extract and investigation of antibacterial activity	Pinaki Mandal and Samaresh Ghosh	Polymer Bulletin	2018	55	2	Bankura Sammilani College
Protonation of Ketocyanine Dyes: Theoretical and experimental investigation	Dr. Mrinmoy Shannigrahi	Theoretical Chemistry Accounts	2018	97	0	Bankura Sammilani College
Structural variations in self-assembled coordination complexes of hexamethylenetetramine, zinc(II)	Shantanu Hazra, Lakshmi Kanta Das, Sanjib Giri Michael G.B. Drew, Ashutosh Ghosh	Inorganica Chimica Acta	2018	91	3	Bankura Sammilani College

and carboxylates (RCOO-, RCH3/C6H5): Encapsulation of the water hexamer in benzoate assembly						
Study of physico-chemical parameters, planktonic diversity and bacterial load of Clarias batrachus cultivation pond at Bankura, WB, India	Ganguly A, Mandal A, Khan MA, Dutta TK, Raha S, Das Mohapatra PK	International Research Journal of Biological sciences	2017	77	1	Bankura Sammilani College
Optimization of welded Beam Structure Using Neutrosophic Optimization Technique, A comparative Study	Mridula Sarkar, Tapan Kumar Roy	International Journal of Fuzzy System	2018	35	6	Bankura Sammilani College
Sexual reproduction in Cylindrocapsa bissonii (Ralfs) De Bary (Charophyta: Conjugatophyceae: Desmidiaceae) in nature.	Debjyoti Das J.P. Keshri	Cryptogamiae Algologie	2017	31	1	Bankura Sammilani College
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	0	0	0



Presented papers	7	16	0	0
Resource persons	0	0	0	0
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### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Independence Day celebration and Cleaning programme of College Campus on 15.08.2017	3 units of NSS	3	45
Tree plantation programme with Forest department, Bankura on 08.09.2017	3 units of NSS	3	18
Blood group checking programme on 02.10.2017	3 units of NSS	3	55
Campus Cleaning Programme on 10.02.2018	3 units of NSS	3	17
Activity of special camp for 7 days: several interaction programme, seminar, campus cleaning programme, plantation programme etc. on 19-25/02/2018	3 units of NSS	3	75
2 Days Educational film festival in Burdwan on 17-18/03/2018	3 units of NSS	1	15
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NIL	NIL	NIL	0	0
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### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Memorandum of understanding (MoU) under Faculty exchange programme for the subject: Bengali, Chemistry, Economics, English, Mathematics, Political Science Sanskrit	Bankura Sammilani College & Bankura Zilla Saradamani Mahila Mahavidyapith	Institution	42
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Sharing of research facilities	Industrial visit	Pasteurization Cooling Centre of Kangsabati Milk Union Ltd., Bishnupur, Bankura, WB	04/12/2017	04/12/2017	20
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
University of Wollongong, Sydney, Australia	17/01/2017	Mobility of student and staff exchange and involve itself with all forms of research project	13
<a href="#">View File</a>			

### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

#### 4.1 – Physical Facilities

##### 4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
12512800	2865398

##### 4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar Halls	Existing
Laboratories	Newly Added
Class rooms	Newly Added
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing

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#### 4.2 – Library as a Learning Resource

##### 4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Fully	SOUL 2.0	2005

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	26423	3910604	0	0	26423	3910604
Reference Books	22159	4630511	1716	784913	23875	5415424
e-Books	0	0	0	0	0	0
Journals	656	14440	36	1000	692	15440

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##### 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	01/07/2017

No file uploaded.

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/	Others
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								GBPS)	
Existing	94	24	0	0	0	10	44	85	16
Added	0	0	0	0	0	0	0	0	0
Total	94	24	0	0	0	10	44	85	16

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

85 MBPS/ GBPS
---------------

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	<a href="#">NIL</a>

**4.4 – Maintenance of Campus Infrastructure**

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
3207500	3709318	567750	698155

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The Books as purchased from different sources of fund according to the requisitions of different departments are entered in the register systematically. Students are allowed to pursue their studies in the reading room on day wise issue and submission of books. They are allowed home issue with 06 books (for Honours students) and 04 books (for Programme students) at a time for a period of one month. A fine of Rs 5/- is charged per month if any student makes delay in submitting the issued books. Teachers are allowed home issue with 30 books at a time for a period of maximum 03 months. Almost 98 of the works for digitization has already been done. It facilitates easy issue and submission of books to the students and staff of the college with proper verification by the barcode level of each book. The software used in the Library is SOUL-2. Infilbnet connection is already there in our library. Students and staff get the opportunities to access the e-journals and e-books as per their choices even from their departmental internet Connections. A visitor's book is maintained by the Librarian of the college, regularly for getting any kind of suggestion for the improvement of our college library. The laboratories are maintained with regularly with proper updating the stock register. The chemicals or other recurring items as needed day wise for practical class purpose are issued properly with balance amount as required for the future use. The new chemicals/other items are further ordered for purchase on recurring basis. The different Laboratory equipments are purchased as per departmental requirements from different sources of fund namely UGC, RUSA 2.0, and State Government as well as College fund. The microscopes and other laboratory equipments are serviced annually for easy handling by the students and staff during practical classes. A total of approximately 90 computers are there in different departments of our college. Annual maintenances for computers are done for keeping them in ready use. The college ground is there at Ailakundi Mouza under Bankura Municipality with total area of 4.00 Acres of land where our 'Sanghati Chatrabus', boys' hostel is also located. Regular football, cricket, volley ball, badminton games are held among the students and

the staff of the college. A GYM center is also there in our college which was constructed for VEUP/MLA fund (Rs 2.00 Lakh). Students practice regularly under the proper supervision of Gym Instructor.

[http://bankurasammilanicollege.net/college\\_overview.php](http://bankurasammilanicollege.net/college_overview.php)

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Half-free and Full-free scholarships	455	181920
Financial Support from Other Sources			
a) National	Kanyashree, Swami Vivekananda Merit cum means and others	1249	13523600
b) International	NIL	0	0

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Personal Counseling	24/03/2018	12	Institution
Language Lab	15/03/2018	117	Institution
Remedial Coaching	12/04/2018	212	Institution

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2017	NIL	0	0	0	0

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	20

### 5.2 – Student Progression

#### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of	Number of	Number of	Name of	Number of	Number of

organizations visited	students participated	stduents placed	organizations visited	students participated	stduents placed
TCS	66	10	nil	0	0
<a href="#">View File</a>					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	12	B.Sc. CHEMISTRY (H)	CHEMISTRY	IIT Kharagpur, Benares Hindu University, The University of Burdwan, Pondicherry Central University, Guru Ghasidas Central University	M.Sc. CHEMISTRY
2017	5	B.Sc. MICROBIOLOGY (H)	MICROBIOLOGY	Vellore Institute of Technology Vidyasagar University	M.Sc. Microbiology M.Sc. Applied Microbiology
2017	6	B.Sc. ZOOLOGY (H)	ZOOLOGY	BHU, University of Burdwan VU Guru Ghasidas Vis wavidyalaya	M.Sc. ZOOLOGY
2017	4	B.Com (H)	COMMERCE	University of Burdwan, Institute of Chartered Accountant of India,	M.Com, C.A
2017	5	B.Sc. Botany (H)	BOTANY	The University of Burdwan, Bethun College (CU), Vinoba Bhave University (Jharkhand) Central University of South Bihar,	M.Sc. BOTANY M.Sc. in BIO TECHNOLOGY M.Sc. in Social Science

				Techno India (WB) Bankura University	
2017	11	B.A. BENGALI(H)	BENGALI	Burdwan University, Bankura University	M.A BENGALI
2017	10	B.A. English (H)	English	Bankura University The University of Burdwan Sidho-Kanho-Birsha-University	M.A. English
2017	6	B.A Political Science (H)	Political Science	Bankura University, Burdwan University(distance education)	M.A Political Science
2017	25	B.Sc. MATHEMATICS(H)	MATHEMATICS	BHU Burdwan University Bankura University Sidho-Kanho-Birsha-University	M.Sc. MATHEMATICS
2017	5	B.Sc. PHYSICS(H)	PHYSICS	Burdwan University Bankura University Sidho-Kanho-Birsha-University	M.Sc. PHYSICS

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	7
SET	2
GATE	4
Any Other	23

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Annual sports	College	75
Intra college cultural competition	College	23

No file uploaded.

### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	NSS WB State Awards	National	0	1	101	Tanushri Satpati
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The students are the Prime stake holders of an educational institution. All the institutional activities are oriented centering around their welfare Growing leadership qualities in them, inculcating decision making ideas to instill team spirit in them are some of the major targets as also emphasized by the Radhakrishnan Commission. With this view in mind students are allowed representation in different activities of the college both academic and administrative along with their continuation of studies. Students' Council is formed following the government guidelines. The class Representations are elected or selected, as the case may be forming the body of the Students' Council. The number of these CR depends upon the numbers of students in the class. The General Secretary is selected out of these class Representations, The Principal is the ex-officeo head ie the President of the students' council. The vice-President and the Treasurer are also nominated from the experienced teachers as per the Government norms. The financial budget as allotted for different purpose like Annual social function, Games and Sports, Cultural competitions, Saraswati Puja' Festival etc. are spent through the mediation of Students' Council with one teacher-in-charge in every field to guide them. The General Secretary of the students' Council is included as one of the bonafide members of the Governing Body of the college. Moreover, the class representations including the General Secretary are inducted as the members of different committees like Grievance and Redressal Cell, Internal complaints committee, Anti Ragging committee, Sports committee, Womens cell, Free-Half free studentship committee, Admission committee etc. The Students' Council forms a connecting link between the college Authority and the students of the college. Whenever a student faces any kind of problem in relation to academic or financial matters, the Students' Council comes forward to support him persuading the college authority towards solution of his problem. Moreover, Students Council plays a major role for looking after the students' class attendance motivating them towards regular attending their classes and their guardians for vigilance over their wards even during the Guardians' Meeting also. Their valuable suggestion regarding college library matters, Students' Seminar, Admission, Examination matters, Games and Sports etc. are considered in the meetings of different committees. Even, their involvements in various kind of social activities like Blood donation camp, Literary Programme in local busy areas, different awareness programmes on Dengue, AIDS, Thalassemia, Leprosy etc. encourage all other students of the college for developing a positive attitude towards social service along with their academic activities.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes



The Alumni Association of the college has been formed on 18/12/2004 vide registration No.- S/11/3842 (2001-02) under the Registration of Social Act, XXVI, 1961 of the Government of West Bengal. Since its inception the said Association has been performing various welfare activities for the sake of our students. The distinguished alumni share their valuable experiences regarding the academic and allied matters with the existing students in various gettogether occasions of the college. Meeting of the Alumni Association are also held at regular intervals to chalk out constructive plans and programmes for the development of the college. The college is proud of those alumni members who have made themselves established in various fields like Teaching, Research centers, Administration, Government organization, Corporate sectors, Politics etc. The poor students of the college get financial help from some alumni members who are very much concerned about the students' education. Payment of tuition fees of the poor students, purchase of books in favour of them are also some of the constructive activities of our alumni members. It is worthy to mention that the college gets sufficient valuable suggestions from our alumni members for the sake of solution of the college land disputes its proper utilization of the college. Rendering financial assistance by a some well established alumni members for the construction of buildings, laboratory set-up, purchase of Library books are also worth-mentioning in this regard. Even, organizing of different forms of social services like blood donation camps, environmental awareness programmes, solving the water crisis problems in our college and hostels, different kinds of awareness programmes against drug addiction, AIDS, Dengue etc. give constant encouragements to our students. Some highly educated alumni members deliver special talks to our students for the future course of higher education of the latter by sharing their own experiences and explaining the prospects of different potential fields. Free coaching for pursuing the studies for various competitive examinations are imparted by our alumni members from time to time and these efforts help the existing students to develop their knowledge and skill in getting jobs in various sectors after the completion of their graduation courses.

5.4.2 – No. of enrolled Alumni:

100

5.4.3 – Alumni contribution during the year (in Rupees) :

5000

5.4.4 – Meetings/activities organized by Alumni Association :

Date:- 07/08/2017 Resolution No. 01 :- Collection of fund: Principal reports to the house that the college is in urgent need of classroom for running of the classes smoothly. The Governing body of the college has already planned to construct new rooms on the NAAC Building at 2nd floor. The UGC fund (Plan Block Grant/Head-35) as received is not sufficient to construct the said rooms at the 2nd floor. Moreover making of Tin Shedding on the 2nd floor Rabindra Block and on 1st floor of KCR Block and Construction of new rooms below the shed as being planned, also require sufficient fund. It is resolved that some alumni members will approach the businessmen of Bankura Town who are the ex students of the college, so that, they can donate some fund for the development of the college. Resolution No. 02 :- To solve the Problem of Land at Ailakundi: It is resolved that some alumni members approach the DM, Bankura/DLRO, Bankura accompanying with the Principal, so that, long term Settlement is renewed as soon as possible with a minimum cost with the intervention of Higher Education Dept, Govt. of West Bengal. Date:- 19/05/2018 Resolution No. 01 :-Problem of land at Haritaki Bagan (Kenduadihi): Principal reports to the house that out of the total 10.30 acres of land as mutated in the name of this college ultimately 2.7 acre has been allotted in the name of the college. The rest of the land has

been allotted to Bankura Sembilan Medical college. But the Problem is that out of this 2.7 acre of land as allotted to this college, the land has been occupied illegally by the third Persons. Now, it is being very difficult to force them to leave the place and vacate the land, so that the college can start any construction work at the said place. As per decision at the last meeting date 07/08/2017 Some alumni members have already accompanied the Principal to approach the DLRO, Bankura and also DM, Bankura requesting them to make their rehabilitation, So that, the allotted land can be vacated immediately in favour of the college. Principal expresses his gratefulness to the alumni members for extending their Cooperation in this regard. It is resolved that DM, Bankura again be approached as soon as Possible. Resolution No. 02 :- To make alternate arrangement at Amiya Debi Girls' Hostel: Principal intimates the house that after the inauguration of 'Maa Sarada Girls Hostel' the Amiya Debi girls hostel has become useless and remains vacant. Some of the alumni members suggest that promoters may be made contact for the construction of multi storied building where one or two floors may be used by the college for students computer center of any other Purposes. Other floors may be allotted for hire purposes as a source of income for the college. It is resolved that the matter be referred to the GB for getting Permission for the same with the prior consent from the Teacher council also.

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Decentralization and participative management are the constructive cultures as practiced by the college for more systematic, quicker and better output for running a college. (a) Safeguarding the academic interest of the students and solving their problems through formation of different committee. Any kinds of plan related to academic matters, completion of syllabi, Students' seminars, internal assessments, co-curricular activities etc. is chalked out in the Teachers' council (Academic council) of the college. The different plans and proposals related to the above are implemented through the intervention of departmental teaching and non-teaching staff of the college. Departmental activity Registers are maintained for the purpose, where all kinds of records related to Students' academic and cultural activities are kept for future reference. Our Grievance and redressal cell looks after the Problems or Grievances of the students and takes remedial measures with proper intimation to the college authority. Anti-Ragging cell is also there to check any kind of ragging or eve-teasing if occurs in the college campus. Women's cell looks after the interest of the girl students, so that they are not harassed, by way of eve-teasing, ill-comments by the male students. (b) Infrastructural development of the college The college Governing Body being the highest authority of the college has the power to decide all kinds of infrastructural development of the college. But in view of proper implementation of the developmental plans, the college has to depend on Building committee, Purchase committee etc. The Building committee as formed by the GB has the vital role to look after the construction works, wherever needed. The purchase committee of the college is mainly responsible for purchase of any kind of item through selection of quotations. If the amount of plans of expenditure is more than 5.00 Lakh, the purchase committee has to pursue the e-tendering process as per the government norms. All these processes ensure the transparencies in the process of procurement of different items.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Admission of students is done completely on the basis of merit. On-line admission procedure was introduced to ensure transparency. Submission of application, publication of Merit list was all done online through university online process. Pre Admission counselling of students is done to identify their areas of interest and to guide them to choose their subjects. Post Admission counselling of students is done to motivate the students in the subjects of study and to give students overall ideas of the subjects.
Industry Interaction / Collaboration	Some departments carry out Industrial visits. The college is in the process of tying up with industry.
Human Resource Management	The human resource of the college is managed in a free and democratic manner. For the management of the students' affair, the college has a students' union whose elections are held annually as per university statutes. The teachers' council and the non-teaching staff association look after the affairs of the teaching and non-teaching staff respectively. Above all, there is a Governing Body that manages and develops the total human resource of the college. The college's aim is to make optimum use of the available human resource. A Career Counselling Cell acts as a facilitating body for students passing out from the College to find employment in various sectors. Campus interviews are also held in the College.
Library, ICT and Physical Infrastructure / Instrumentation	The physical infrastructure has been remarkably improved/ developed. The Central Library of the College is spacious (almost of 2000 sq.ft), equipped and well lighted with well furnished reading room facilities. It has a stock of 50289 books and 692 important journals. New computers have been added to the library. Latest books and journals are purchased and subscribed to every year. Internet service has been made available to the library users. Digitisation of college library through Barcoding is in process. Honours Departments have well-

	stocked individual seminar libraries for the use of their students.
Research and Development	<ul style="list-style-type: none"> <li>• Encouragement and assistance to the faculty members to carry out research activities. Provide infrastructure facilities to carry out Minor Major Research Project (MRP), provide required permission and leave to attend Orientation Programmes, Refreshers Courses and workshops.</li> <li>• Encouraging paper presentations by the faculty members in different International and National conferences by granting leave for the same.</li> <li>• Organizing Seminars and Workshops on different subjects related to popular interest as well as frontier areas of research by the different departments.</li> <li>• The IQAC cell as well as Research Committee of our College encourage and support research activities of the faculty members.</li> </ul>
Examination and Evaluation	Class tests / Unit test at regular interval are arranged by the departments. Annual Test examination held, students need to qualify to appear in University exams. The answer scripts of such tests are shown to the students. Suggestion for further improvement is given to the students.
Curriculum Development	<p>The college was initially affiliated to The University of Burdwan. Very recently the college has come under the jurisdiction of the newly formed Bankura University. The affiliating university has the authority to develop curriculum for the undergraduate and post-graduate studies. There is little scope of internal curricular designing.</p> <p>However, college teachers who are member of the Curriculum Development Committee of the university can put their valuable suggestions regarding the curriculum development in the subject concerned. As per guidelines of UGC the University has started CBCS process through semester mode and the college has adopted the same. Every department has its own academic calendar to run and complete the syllabus.</p>
Teaching and Learning	The faculties of each department meet at the beginning of each academic session prepare the academic calendar of that session. College has adopted learner-centric education approach. The laboratory based departments of the

College provide well-equipped laboratories as per revised syllabus. The departments organize students' seminars, quiz contests, group discussion, debates group discussion etc. to encourage the young mind. The Honours departments organize national/international level seminars at regular interval. College practiced Technology enabled Teaching Learning process using LCD projectors and other ICT methods. Field study, Project work, educational tours are also carried out by some departments of the College.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Planning and Development</p>	<p>All the key-plannings and developmental activities are made by the Governing Body of the college The IQAC and Teachers' Council of the college also Play a major role in this regard under the expert supervision of the Principal. Different Committees as formed by the Governing Body and Teachers' Council are responsible for implementation of those plans and developments. In case of infrastructural development Building Committee plays the vital role while for the academic development the roles of IQAC and the Teachers' Council/Academic Council are most important. Different kinds of activities both academic and administrative viz admission, examination, library matters etc. are made through the intervention of respective Committees. Admission is made through on-line mode on stand alone basis. The fees collection is made through on-line payment gateway by banks. A special CAMS (College Administration and Management System) software has been set up in view of keeping all the data in a systematic way. Similarly, A SOUL software is utilized in the library for issue and return of books. Digitalization of the library has been made about 70 with inflibnet facilities for going through e-journals, e-books etc.</p>
<p>Administration</p>	<p>Governing Body is the highest authority of the college as constituted with the President, 02 Government nominees, 03 Teachers' Representatives, one Non-Teaching staff Representative and one</p>

Students' Representative as per the Government norms. Principal is the secretary of the Governing Body. All kinds of policy making and other key decisions in respect of development and promotional activities of the staff students of the college are taken by the Governing Body. All kinds of activities of the college like academic, administrative, Finance, cultural, games sports, library, admission, examination etc. are governed by specific committees which are formed by the Governing Body and Teachers' Council whenever applicable. For maintaining financial regularity and discipline Finance Committee is formed inducting some members of the GB. Similarly, for any kind major or minor purchases Purchase Committee is there to select the quotations for the purpose as notified by the Principal. Antiragging Cell, Internal Complaints Committee, Grievance Redressal Cell are there for safe guarding the interest of the students. Financial and Academic audits are performed on regular basis every year.

Finance and Accounts

Finance and Accounts are the vital parts of a college. A finance Committee is formed by the Governing Body of the college inducting some of the members of the latter. All the financial transactions of the college are maintained through a specific CAMS (College Administration and Management System) software. Any Government grant as received by the college and utilization certificate is submitted through the IFMS (Integrated Financial Management System) set-up, whereas, salaries of the staff are paid directly through treasury via HRMS (Human Resource Management System). Cashbook is updated daily through the CAMS software of the college. Any financial transaction in view of purchasing items for different purposes and payments of bills is done either through cheque, RTGS/NEFT as and when applicable. Regular audits are done by the auditor as nominated the DPI, Govt. of West Bengal The Bursar, one of our teaching staff acts as the financial officer of the college. Looking after the financial activities of the college in addition to the Accountant of the college. Income tax of the staff is



deposited in every quarter. For payment of any kind of Bill related to purchase of materials GST is calculated and deposited as per Govt. norms.

Student Admission and Support

Student Admission is made through On-line mode on standalone basis. It has been introduced since the year 2015 as per the Government order. According to the Bankura University guidelines Registration process for 1st year admission is pursued. Merit lists are prepared for different subjects from among the applicants. Students get themselves admitted as per our counseling by the Admission Committee in accordance with the intake capacities of different subjects.

During admission process the reservation of seats are maintained as per the government norms. The vacant seats of SC/ST/OBC categories are filled up by the applicants of General categories, if the applicants of former categories are insufficient in number in the merit lists. The payment of fees is also made through on-line mode. All the bank transactions are made through a separate payment gateway. When there is more pressure from the local guardians for getting their wards admitted in the local college like ours, The college authorities approaches the University to increase the intake capacities of different subjects. The total admission process is maintained through the intervention the Admission Committee of the college, the members of which are inducted from the experienced Teaching and Non-teaching staff of the college. The admitted students are registered and enrolled by the University subsequently after the completion of admission process.

Examination

The Examination is done on semester basis as per the CBCS (Choice Based Credit System) Syllabus, which has been introduced in Bankura University (affiliating) since the Academic year 2017-18. Each semester being of 6 months' duration end semester the examination is taken accordingly. Each examination consists of two parts like Internal Assessment is of 10 marks as awarded on the basis of written test/viva voce/students' seminar, project works etc. These marks are

uploaded in the University Portal as per the University instruction by the departmental teachers in accordance with the faculty allocation done by college. When the Principal/TIC approves the uploaded marks, the 2nd stage of the End semester Examination is continued. For the subjects of Arts stream the students are to appear in only Theory Examination, whereas, for those of the Science and Commerce stream the students are to appear in both the Theory and Practical Examinations. After the evaluation of answer scripts by the teachers the final results of the examinees are calculated on CGPA (Cumulated Grade Point Average) basis. The whole process of conducting the examination is done by the Examination Committee of the college which is formed according the University guidelines. A registered medical practitioner is also included in the Examination Committee for immediate treatment for an examinee if the latter feels ill during the time of examination.

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017	NIL	NIL	NIL	0
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	NIL	NIL	01/07/2017	01/07/2017	0	0
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
--	------------------------------------	-----------	---------	----------



Refresher Course	1	17/08/2017	06/09/2017	21
Refresher Course	1	02/02/2018	22/02/2018	21
Refresher Course	2	08/06/2018	28/06/2018	21
Refresher Course	1	06/02/2018	21/02/2018	21
Orientation Programme	1	17/07/2017	12/08/2017	28
Orientation Programme	1	01/08/2017	28/08/2018	28
Winter School	1	30/01/2018	19/02/2018	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	2	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Employees Credit Co-Operative Society, Provident Fund, Festival Advance, Teacher Welfare Fund, Emergency Loan.	Staff Credit Co-Operative Society, Staff Welfare Fund, Provident Fund, Festival Advance, Emergency Loan.	Free Studentship (Half/ Full), Government Scholarships, State Govt. Minority Scholarships, Award, Prize, SC/ST Stipends. Students' Health Home facilities, Health Unit and disruption of free medicines to the Students Staff.

**6.4 – Financial Management and Resource Mobilization**

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The college follows the government guidelines in this regard. The Director of Public Instruction, Government of West Bengal nominates one Auditor every two years for external audit. The auditor checks thoroughly the accounts of the college. The cash book which is updated on regular basis, the balance sheet, the income expenditure statement, utilization of government grant, and grants from other sources are displayed before the auditor. The Library records of books/journals, Asset Register, Stock registers of different departments are also verified during the time of auditing. Before the process of External Auditing a 04 members team is formed to verify all the records as a process of internal audit. This team consists of the members, like Bursar, Head clerk/Accountant, two senior teachers (From among the members of the Finance Committee). Whenever, the college gets any government grant a special audit is done by the Accountant General, West Bengal for verifying the process of utilization of those grants.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Webel Informatics Ltd.	31814	As rent
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6.4.3 – Total corpus fund generated

2675166
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### 6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	Teacher's Council Governing Body.
Administrative	Yes	STATE GOVERNMENT	Yes	Governing Body

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

The development of the college and upliftment of the educational standards of the students depend largely on the Parent-Teacher Association. It is true that the teachers of some department are so devoted in their teaching that they keep constant connections with their students and guardians as well. The progress of the students is regularly informed to their guardians. If any student falls behind in his/her academic performances the respective guardian is called in the department to find out the reason and subsequent remedial measures are taken for the betterment of the student. There is a tendency of taking tuitions by students near their own chosen teachers outside. This exerts a financial pressure on the guardians especially in case of poor students in respect of payment of in necessary tuition fees. But teachers of some departments of our college regularly discourage this matter of taking tuitions outside. They convince the guardians that they are ready to take classes for their homes even free of any extra tuition charges out of their routine classes in the college. This makes a very positive and constructive effect in the guardians' mind in favor of our teachers. Moreover, if any guardian has any grievance on the food items in our college canteen, the teachers who are the members of the Canteen Committee, are made contact to upgrade the standard of food items for our students. Thus a regular vigilance is maintained in respect of supply of quality hygienic food items in our college canteen which is positive approach out of this Parent-Teacher Association.

6.5.3 – Development programmes for support staff (at least three)

Time to time training on the financial softwares like COSA CAMS, SOUL is provided to the concerned employees. Training related to digitization of library is given to the library staff. Training for e-tender process is provided.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

As per the recommendation of the NAAC Peer team dt 10/09/2016 during their visit to this college for NAAC Accreditation 2nd cycle, following are the post Accreditation initiatives as taken by the college:- 1. introduction of CBCS system and interdisciplinary courses - This CBCS system has been introduced in our college in accordance with the Bankura University (affiliating) provisions since the Academic year 2017-18. The total under graduate courses in different

subjects have the provision of 06 (six) semesters with each semester of 6 months' duration. The awarding of marks is of 80/20 basis i.e 80 marks to be awarded on the basis of End-Semester examination and 20 marks to be awarded on the basis of Internal Assessment. The final results are calculated on the basis of CGPA (Cumulative Grade Point Average) through the SGPAs (Summation Grade Point Average). A total of 18 subjects are there in Honours and Programme courses which can be chosen by the students as GE (Generic Elective), SEC (Skill Enhancement Courses), DSE (Discipline Specific Elective) subjects thus facilitating to study in multi disciplinary courses. 2. Overall infrastructural improvement of the college and hostels - The new college buildings have been constructed from the UGC and college fund at different locations. The construction of the 2nd floors with 02 rooms at Canteen Building, 2nd floors with 02 rooms at Bibekananda Block are already being used for taking classes by the teachers. The college applies for the RUSA 2.0 grant (component 09) with proper plans of renovation of old Zoology Building and new construction at the site of 'Maa Sarada Girls' Hostel'. The said hostel is also our new addition as post accreditation initiative. It has been constructed from UGC women's hostel grant under 10th plan period. A capacity of accommodating about 100 girl students, is there in the said hostel. The girl students of our previous Amiya Debi Girls' hostel have been shifted to the new one ('Maa Sarada') in the year 2017-18. 3. Introduction of PG programmes as per the local demand- The long demand of introducing PG courses in English and Chemistry and Honours courses in Philosophy and Geography has been fulfilled as we have got affiliation in the above said subjects Vide Bankura University Memo No. BKU/IC/2018/22 dt 14/06/2018. This affiliation has been approved by the Higher Education council, Government of West Bengal through the Bankura University, as we had applied for the same as per the Government norms.

#### 6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

#### 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	National Workshop	19/01/2018	19/01/2018	21/01/2018	160
2018	Introducing Academic Audit	23/02/2018	23/02/2018	01/03/2018	1600
2017	Students Seminar	19/09/2017	19/09/2017	20/09/2017	90
<a href="#">View File</a>					

### CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

#### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male

NIL	01/07/2017	01/07/2017	0	0
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7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<ul style="list-style-type: none"> <li>The College organized Bana Mahotsava Week in July, 2017 during that, a moderate number of saplings were planted at the three hostel campuses of this College and taken care to grow up.</li> <li>Green campaigning among students and staff</li> <li>Implementation of eco-friendly practices by campus cleaning through Swachh College Aviyar</li> </ul>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	0
Provision for lift	No	0
Ramp/Rails	Yes	4
Scribes for examination	Yes	10
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	1	25/11/2017	1	Nutritional survey in rural communities of Bankura district	1. Checking the nutritional level 2. Suggestions for nutritional foods readily available	33
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Prospectus	01/07/2017	It provides information regarding 1. the vision and mission of the college 2. Courses offered and intake capacity of different departments 3. Name of the teaching and non-teaching faculties 4. Academic Calendar

### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	01/07/2017	01/07/2017	0
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### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The College organized Bana Mahotsava Week in July, 2017 during that, a moderate number of saplings were planted at the three hostel campuses of this College and taken care to grow up.
Green campaigning among students and staff
Implementation of eco-friendly practices by campus cleaning through Swachh College Aviyani
Initiatives for making the whole campus Smoke -free zone
Solar energy conservation
Rain-water harvesting

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

Best Practices 1: Given the environmental decadence due to global warming, the institute has taken up a slew of measures to install Solar Power system for considerably reducing the consumption of electric power. Although the parlous financial condition prevents the institute from bringing all the class rooms under the solar energy system, it has successfully installed at three (3) places to use nature itself to save it in return. Best Practices 2: When the entire world is going to plunge into an unassailable crisis due to the paucity of water, the college, with the help of the state government, has left no stone unturned to use the rain-water for harvesting and also recharging the ground water. The plan of using the rain water has ignited the staff of the college with impetus to start with herbal garden, mushroom cultivation and various compost plants that generously help the institution to recharge its resource also.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

[http://bankurasammilanicollege.net/rain\\_water\\_harvesting.php](http://bankurasammilanicollege.net/rain_water_harvesting.php)

## 7.3 – Institutional Distinctiveness

### 7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The college was established by 'Bankura Sarmilani' Trust Body on 1st September, 1948 with a holy mission to uplift the standard of education in such a backward district like Bankura. The institution constantly gets inspiration from the glorious activities of the said Trust Body as admired by many great Personalities like M.K. Gandhi, Netaji Subhas Ch. Bose, Rabindranath Tagore, Acharya P.C. Roy etc. during their visits to Bankura Sarmilani Medical school. The college has been sincerely striving its best to educate the local students since its inception. More than 30 students belong to the SC/ST communities and having poor family backgrounds. College takes special care to provide them strong support with some extra classes along with some financial assistance. In a stressful situation of growing unemployment in our country, the Career Counseling Cell and NSS Units of the college have been taking some positive and fruitful steps to invite different companies like TCS, Reshmi Metalik to absorb

our eligible outgoing students. Imparting value education is one of our priority areas. Along with regular Bankura University Syllabi (Both UG PG), our teachers impart value education setting different examples of great personalities in their practical lives. Concentration of mind is an inevitable part for our academic activities. With this objective in view and also to create ethical awareness, some programmes of the local 'Brahma Kumaris Iswariya Viswavidyalaya' are held at our college premises with all the staff and students of the college. Some Yoga/Meditation techniques are also taught during that time. To make our students well adapted with this Computer Knowledge, some certificate courses have been introduced and Webel computers Ltd. have been entrusted for the same. Aspiring students while pursuing their normal graduation courses take this opportunity to pursue these certificate courses also. Many students have got themselves absorbed in different field of employment after completion of these courses. It is an inherent aspect of human quality that we must think for others. With this sensual feeling our NSS volunteers and NCC cadets devote their leisure periods for the welfare of the people of the local busy areas, the adopted villages by conducting awareness programmes on Dengue, Thalassemia, water hygiene, plastic debris etc. are also conducted off and on by our students. Anti-drug, Anti-tobacco, Anti-alcohol campaigns are made by our students for the welfare of the people of the said villages. Organising Blood donation camps, Leprosy awareness programme, Traffic rules awareness programme etc. are some of the dynamic activities of our students under the expert guidance of our programme officers and other teachers of the college. Cleaning initiatives are also taken by our students off and on specially by the NSS volunteer and NCC cadets, so that, proper hygienic and clean environment prevail around the college campus and its vicinities. Environment awareness programmes are conducted with local tours and tree plantation programme on and off. Our female students are rendered mental support to protest against the eve-teasing or any kind of misbehave of wrong-doings by the male students.

Provide the weblink of the institution

<http://bankurasammilanicollege.net/>

### **8.Future Plans of Actions for Next Academic Year**

1. Plan of implementation for introducing of Honours courses in Philosophy Geography and Post Graduate courses in English and Chemistry affiliation for which have been received on 14.6.2018. 2. Restructuring of the Internal Assessment system 3. Digitization of college Library has been planned to be completed. 4. Plan of introduction of N-List in college Library. 5. Plan of new construction from the RUSA fund. 6. Plan of submission DPR (Detailed Project Report) for getting RUSA fund in view making new construction, Renovation works and purchase of Laboratory equipments, computers and books. 7. To take initiative for filling up the vacant Teaching Post of the college 8. Construction of new class rooms for PG. department in English