



## YEARLY STATUS REPORT - 2021-2022

### Part A

#### Data of the Institution

##### 1. Name of the Institution

BANKURA SAMMILANI COLLEGE

- Name of the Head of the institution **Dr. SAMIR KUMAR MUKHERJEE**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **03242250741**
- Mobile No: **9475666697**
- Registered e-mail **bankurasammilanicollege@gmail.com**
- Alternate e-mail **samirmukherjee03@gmail.com**
- Address **S. K. Sahana Road, Kenduadihi,  
Bankura**
- City/Town **BANKURA**
- State/UT **WEST BENGAL**
- Pin Code **722102**

##### 2. Institutional status

- Type of Institution **Co-education**
- Location **Urban**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **Bankura University**
- Name of the IQAC Coordinator **Dr. SWAPAN MUKHOPADHYAY**
- Phone No. **03242295033**
- Alternate phone No. **03242255711**
- Mobile **9064779863**
- IQAC e-mail address **bsciqac@gmail.com**
- Alternate e-mail address **swapan.bankati@gmail.com**

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

<http://www.bankurasammilanicollege.net>

**4. Whether Academic Calendar prepared during the year?**

**Yes**

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

[http://bankurasammilanicollege.net/images/uploads/2021-22\\_Acc.pdf](http://bankurasammilanicollege.net/images/uploads/2021-22_Acc.pdf)

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B+</b>	<b>75.4</b>	<b>2006</b>	<b>02/02/2006</b>	<b>01/02/2011</b>
<b>Cycle 2</b>	<b>B+</b>	<b>2.67</b>	<b>2016</b>	<b>05/11/2016</b>	<b>04/11/2016</b>

**6. Date of Establishment of IQAC**

**27/02/2006**

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

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>Dr. Sabir Ahammed, Department of Chemistry</b>	<b>DST</b>	<b>Department of Science and Technology (DST)</b>	<b>2006 for 03 years</b>	<b>370000</b>

**8. Whether composition of IQAC as per latest NAAC guidelines**

**Yes**

- Upload latest notification of formation of IQAC

[View File](#)

**9.No. of IQAC meetings held during the year**      **3**

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

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

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

- If yes, mention the amount

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

- Implementation of two certificate courses on Food Preservation and Yoga.
- Number of ICT enabled classrooms have been increased substantially. In addition, college auditorium has been renovated and two virtual classrooms have been established.
- Construction of English Post-Graduate departments and classrooms.
- State level webinar on "Dreamscape of the white continent" has been successfully organized on 24th July 2021.
- State level webinar on "POSCO ACT 2012 and Gender Equality" have been successfully organized on 10th September 2021.

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

Plan of Action	Achievements/Outcomes
Initiation for implementation of two certificate courses on Food Preservation and Yoga	Two certificate courses on Food Preservation and Yoga has been successfully implemented.
Plan of Faculty Exchange Programme as per MOU dt. 01/07/2019 with the Bankura Zilla Saradmoni Mahila Mahavidyapith; MOU dt. 12/05/2021 with Bejoy Narayan Mahavidyalaya, Itachuna; MOU dt. 08/06/2021 with Bankura Christian College; MOU dt. 01/03/2022 with Ramananda College	Faculties of the Bankura Sammilani College, Bankura Zilla Saradmoni Mahila Mahavidyapith, Bejoy Narayan Mahavidyalaya, Itachuna, Bankura Christian College and Ramananda College have delivered visiting lectures in different Subjects as per requirements on separate dates on online mode.
Plan of collaboration with University of Wollongong, Sydney, Australia and Scottish Centre for Tagore Studies, Edinburgh Napier University, Scotland	A MOU has been signed through Bankura University with University of Wollongong, Sydney, Australia and Scottish Centre for Tagore Studies, Edinburgh Napier University, Scotland.
Plan of Internal and External Academic Audit	Internal and External Academic Audit has been done.
Plan of organizing webinars on Environment	One national level webinar on World Environment Day dt 05-06-21 and one Day State Level Webinar on Life in Polar Regions dt 24-07-21 have been successfully organized.
Plan of construction of the English Post Graduate department and class rooms	80% work has been completed for the construction of the English Post Graduate department and class rooms.
Organizing student orientation program for newly admitted students	Orientation program for newly admitted students was held from 24th to 30th August, 2021.
Plan of introducing self-appraisal for both teaching and non-teaching staff	Self-appraisal for both teaching and non-teaching staff has been successfully introduced.

Plan of observing student's week programme in the first week of January, 2022 as per Govt. order.	Student's week programme in the first week of January, 2022 has been organized as per Govt. order.
Plan of purchasing new books from the college fund for the college library as per CBCS syllabus.	The college Governing Body has already allowed Rs. 3.00 lakh from the college fund for the purchase of new books for college library.
Plan of repairing the wooden doors and windows of 'Maa Sarada' Girls' hostel.	The wooden doors and windows of 'Maa Sarada' hostel has been repaired.
Plan of organizing a professional training programme for all the Non-teaching staff of this college.	Initiatives are taken for professional training for Non-teaching staff.
Plan of Green Audit and Environmental Audit	Initiatives are taken for Green Audit and Environmental Audit.

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	01/02/2023

**14. Whether institutional data submitted to AISHE**

**Part A****Data of the Institution**

<b>1.Name of the Institution</b>	<b>BANKURA SAMMILANI COLLEGE</b>
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<b>6.Date of Establishment of IQAC</b>			27/02/2006		
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<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>		
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	introduced.
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- Name of the statutory body

Name	Date of meeting(s)
Governing Body	01/02/2023

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2021-22	14/01/2023

**15. Multidisciplinary / interdisciplinary**

No knowledge is independent. It follows an organic growth and development. As the beauty of a healthy body depends on the cohesive maturation of each organ, so the perfection of knowledge on the friendly interdependence and effective exchange of the principles of education with other disciplines.

Multidisciplinary/interdisciplinary approach is the need of the hour and it can render a learner complete education. With this objective in view our institution has reasonably structural a pattern of class routine that can coherently incorporate different subjects to attain that goal of synchronic development and sustainable aura of education envisaged in NEP 2020. After the introduction of CBCS syllabus in the colleges under Bankura University in 2017, the students get remarkable liberty to pursue their studies through multidisciplinary combination. They are free to choose subjects according to their choice and academic capability. This multidisciplinary pattern has not imposed studies upon them as burden but has opened up interesting job-oriented avenues where they move freely with deep delight. In our college a science student with honours in Chemistry (core) has liberty to study History or Zoology as combination subject, thus accepting the interdependence on and organic relationship between different disciplines.

#### **16.Academic bank of credits (ABC):**

Yet to be introduced in Bankura University.

#### **17.Skill development:**

Along with the continuation of the undergraduate and postgraduate courses (Chemistry & English), the college is providing with certificate courses in computer literacy. Webel Informatics Limited has been entrusted with the same since 31st July 1996. To enhance the communicative skill of our students certificate course in 'Spoken English' has been introduced since the academic year 2020-21, as given extension of affiliation for the same by Bankura University. Regarding imparting value based education to our students the college has been trying its best, whenever possible. The members of disciplinary committee and women's cell are on constant watch on the righteous conduct of the students and have been inculcating positivity among them. Regular observance of the national days every year like Independence day (15th August), Republic day (26th January), birth day celebrations of great sons of India, International Yoga day, Environment day etc. and valuable lectures & discussions made on significance of the above facilitate our learners to absorb eternal values of truth, peace, love nonviolence, nationalism and citizenship. Moreover, our NSS volunteers and NCC cadets under the supervision of the respective in-charges of the college perform positive and extension activities for the examination in future. True education is the manifestation of perfection already in man. Our institution has

structured a cogent and persuasive pattern to encourage the students to boldly step out of the traditional obsolete trend of studies and embrace the modern skill-based creative enterprises. That is why, the institute has provided experts who have remarkably shined in their value-based and skillbased indegenious projects like vermin-composting, Mushroom culture and food preservation at the departments of Botany, Microbiology and Nutrition Science respectively. These courses are value based or skill based and are aimed at providing hands-on training, competencies, skills etc. Master crafts persons are off and on engaged by the college to impart hands on training on vermin-composting, Mushroom culture, Food preservation at the departments of Botany, Microbiology and Nutrition Science.

service of local people. The purpose of introducing SEC (Skill Enhancement Course) in CBCS syllabus is to enhance the individual creativity that can help a student to exert his trained ability and determine his means of living in future Ability Enhancement Compulsory Courses (AECC) introduced in this syllabus help a student to spur on communication skill especially preparing him for competitive examination in future. True education is the manifestation of perfection already in man. Our institution has structured a cogent and persuasive pattern to encourage the students to boldly step out of the traditional obsolete trend of studies and embrace the modern skill-based creative enterprises. That is why, the institute has provided experts who have remarkably shined in their value-based and skillbased indegenious projects like vermin-composting, Mushroom culture and food preservation at the departments of Botany, Microbiology and Nutrition Science respectively. These courses are value based or skill based and are aimed at providing hands-on training, competencies, skills etc. Master crafts persons are off and on engaged by the college to impart hands on training on vermin-composting, Mushroom culture, Food preservation at the departments of Botany, Microbiology and Nutrition Science.

#### **18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

In such a multilingual and multiethnic country like India, the Modern Indian Languages (Bengali, Sanskrit etc.) and English take a vital role for linguistic as well as cultural integration among

different states and lay out ample opportunity to the students for effective communication and maintaining cultural identity in service sectors and places. These two courses pragmatically bolster systemic synchronicity in the linguistic and cultural integration of the nation. That is early this language study, as designed in CBCS syllabus has been mandatory for all disciplines with 04 credits in case of Environment Studies and 02 credits in case of MIL i.e. Bengali, Sanskrit etc.

#### **19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

The institution regularly arranges department wise orientation programme for our students who are newly admitted and make them aware of the aims and objectives of their respective programme and courses. Even the programme outcomes, programme specific outcomes and course outcomes of all the subjects have been uploaded in our college website for the benefit of our students.

#### **20.Distance education/online education:**

In the prevailing COVID-19 pandemic situation for last one and a half year from last week of March, 2020 to Mid-November, 2021, the college adopted to a large extent the on-line education. On-line classes had been conducted by our teachers through google meet, zoom, college ERP (Enterprise resource Planning), video conferencing whats app group etc. Even study materials had been uploaded by our teachers to the departmental portal for the students in the college website. It's true that many poor students who could not purchase Smart phone / Laptop or lived remote areas where internet connectivity was very poor, faced much difficulties in attending online classes. These students were given special care with study materials by our teachers on physical mode as and when required. Examinations, evaluation of answerscripts and publication of results had been made through on-line mode. Even admission of students in college had been done through on-line mode on stand-alone basis following the reservation policies of the Government.

### **Extended Profile**

#### **1.Programme**

1.1

674

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

File Description	Documents
Data Template	<a href="#">View File</a>

**2.Student**

2.1 3571

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2 1022

Number of seats earmarked for reserved category as per GOI/  
State Govt. rule during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 829

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

**3.Academic**

3.1 46

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 50

Number of Sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	<b>674</b>
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1	<b>3571</b>
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	<b>1022</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	<b>829</b>
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3. Academic

3.1	<b>46</b>
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	50
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	46
Total number of Classrooms and Seminar halls	
4.2	95.75
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	136
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

To ensure the efficacy of curriculum development, proper emphasis on delivery, listing of topic, clarity, accuracy, completing in proper frequency with depth and pace are ensured by this institution.

Integrity, interdisciplinary nature of the curriculum as well as focus on conceptual ideas are also given emphasis by the faculty.

The time table, indicating rooms, allotted teachers for classes in case of Undergraduate and Postgraduate departments showing respective class hours, are distributed among the faculty members (Lesson plan is submitted herewith).

The CBCS syllabus has been introduced in all its affiliated colleges under Bankura University since the academic year 2017-18.



An Examination committee has been constituted inducting the members following the Bankura University guidelines.

IQAC of the college analyses the students' results and takes remedial steps for their improvements.

Students' Seminars are also organized department wise on various topics as included in their curriculum to enhance interactive powers, communication skill and sharpen their knowledge.

09 departments have the provisions for Excursion/Project work where students are provided with opportunities to link up their theoretical knowledge with practical experience, thus helping them to acquire experiential learning.

It is the effective curriculum delivery that helps the students in assuming authentic responsibility in their career.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Teachers' Council prepares an academic calendar at the beginning of each session following schedule of academic activities and list of holidays. It becomes very useful to the teachers to successfully complete the modules of syllabi.

The examinations are also strictly conducted following the University examinations norms.

Students' merit is continuously evaluated internally and as a result of this their weakness are detected in comparison to other students in the class.

Chances are given to them for necessary corrections also. End Semester Examinations are held at regular six (6) months' interval. Along with these, college arranges for class tests, internal evaluation tests, and surprise tests & students' seminars.

All kinds of academic session activities from admission, registration, filling up forms, internal

examinations to final examination including theory, practical, tutorial, viva voce etc. are prescribed in the Academic Calendar as per the Bankura University guidelines.

The respective notices for the above are displayed on the college webpage. A tentative period is mentioned in the college prospectus.

The Routine Committee drafts a Master timetable for the entire college, which is followed by all the departments.

The college holds parent-Teacher meeting in each academic session.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="http://bankurasammilanicollege.net/images/uploads/2021-22_Acc.pdf">http://bankurasammilanicollege.net/images/uploads/2021-22_Acc.pdf</a>

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

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

**1.2 - Academic Flexibility****1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented****1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

34

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Add on /Certificate programs offered during the year****1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

2

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**

102

**1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year**

102

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

The values of honesty, integrity, probity, objectivity and the virtues like compassion, empathy, tolerance etc. are the part and parcel for a man in the profession of teaching. With this objective in view every faculty in this institution tries to infuse in the students, the major stakeholders, some moral values along with imparting the routine teaching.

Teachings on human values, gender equity are imparted to our students through arrangements of webinars, workshops, educational tours etc.

The teachings on environmental issues are imparted in accordance with the Bankura University syllabus on Environmental studies.

Some project works, workshops, training programmes, seminars/webinars, educational tours are also organised as prescribed in the syllabi for the said purpose.

Those faculties who are involved in research works are well aware of the bad impact of plagiarism. Our students, especially the post graduate ones are also imparted teaching on the topic of plagiarism and its bad impacts on their future.

Moreover, our NSS students/volunteers from different departments are communicated with the human values with focus on major moral social issues related to life in order to discover a sense of oneness within themselves, world and nature.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

19

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

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

1999

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders  
Students Teachers Employers Alumni**

**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	No File Uploaded

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="http://bankurasammilanicollege.net/iqac.php">http://bankurasammilanicollege.net/iqac.php</a>

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

**2211**

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC,**

**Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

769

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

### Slow learners:

- They are allotted remedial classes and model answers to selected problems which help them enormously.
- Mock tests are arranged and practical classes (wherever applicable) are arranged before the final examination.
- It is the regular evaluation process that makes the slow learners to gain self-confidence by teachers' personal counselling regarding academic and non-academic inconveniences.

### Advanced learners:

- They are given wider exposure by asking them to attend debates, literary talks.
- Departmental assistance is provided to the students to take up Masters', JAM, IIT including the entrance exams in different Universities and institutes.
- For those who want to proceed not only with academics but also public service exams, home assignments and problems are given to solve.
- Organisations of students' seminars are regular features to enhance students' communication skill and sharpen their knowledge.
- Organisation of Quiz contests off and on by some departments enables the students to keep themselves abreast of the latest development of their subjects.
- The students are trained for preparation of project report

on the basis of field survey, thus helping them aware of the Research Methodology.

- Group learning and partnerships are facilitated. The advanced learners are made sub-groups and are given more responsibilities.

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

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

Number of Students	Number of Teachers
3571	46

File Description	Documents
Any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

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

Peer teaching is one of the means for which students are encouraged in both off-line and on-line modes. Students are given wider exposure to other institutions and teaching methods through faculty exchange programme. Our college has made Memorandum of Understanding with 04 different colleges. Inter college quiz competitions, Youth Parliament programmes train the students for speaking on a variety of topics. Seminars, workshops from Eminent academicians, students' seminars render the students' enormous scope for enhancing their communication skills, getting lucid ideas about the topics through interactive sessions. The final year students get ample opportunities in searching for placements through Career Counseling Cell of the college. In respect of soft skill development Webel Informatics Ltd. has been entrusted with the charges to train the students and staff of the college. A MOU has been made with them. Field excursions give the students impetus to write project reports. The magazines - Diamond collection of Research articles, Anwesana, Samanwoy, Esona and Orchid by staff and students of the college are other sources for participative learning. Knowledge



of ecological status, conservation strategies for plants and animals is developed within the students through such excursions.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

In the modern age of high technological development, ICT enabled tools provide immense facilities to the teachers for effective teaching-learning process. During the COVID-19 situation for last one and half year since March, 2020, the students got exposure to on-line teaching. There are about 16 (Sixteen) technology enabled classrooms in the college, where PPT, Videos etc. are used by the teachers on regular basis to make their teaching more attractive and livelier to the students. Teachers are allowed on-duty leave to attend faculty development programme for getting trained with the latest ICT tools. All the staff get free coaching from the Webel Informatics Ltd. through MOU agreement. Blended learning with the advantages of the on-line learning and traditional learning simultaneously has been emerged as a new aspect. Teachers made full utilization of the Learning Management System coping with the difficulties as faced during the pandemic by distributing notes, study materials, conducting tutorials etc. even through the WhatsApp study groups, college website etc. In a synchronous class in Google Meet, students are asked a few questions in the form of short quiz, whereas an asynchronous task is provided where the students are expected to complete within a stipulated time.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://bankurasammilanicollege.net/images/uploads/Class_Room_wif.pdf">http://bankurasammilanicollege.net/images/uploads/Class_Room_wif.pdf</a>

**2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )**

**2.3.3.1 - Number of mentors**

81

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	<a href="#">View File</a>

**2.4 - Teacher Profile and Quality****2.4.1 - Number of full time teachers against sanctioned posts during the year**

46

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)****2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

29

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

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

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

487

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

In a classroom teaching continuous evaluation is a vital aspect. Teachers devise various ways of assessing students in today's diverse classrooms. The college being affiliated under Bankura University, we are to abide by the end semester assessment pattern as laid down by the University.

Following are the ways of evaluation:

- Oral question-answer sessions.
- Class tests.
- Midterm tests.
- Re-test or supplementary tests, giving the students another chance of improvement when they fare badly at a given test.
- Students' feedbacks are taken regularly through a standard questionnaire including the questions on methods of evaluation.
- Their feedback is discussed in the periodic departmental meetings and incorporated accordingly.
- In parent-teacher meetings the students' performances (the answer scripts of the tests being shown to parents) are updated.
- Communication with the parents of students whose performances are below average is made to ascertain the causes of underperformance.
- Surprise tests are conducted occasionally and monitored by the respective faculty.

- Mentoring sessions are also there while monitoring during class, thus identifying students' learning needs and progress.
- For the University End semester examination, a total of 10 marks (20% of the total marks) are allotted for internal assessment in each paper.

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

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

Conduction of end/mid-session/semester examination for both the Undergraduate and Postgraduate programmes is made in accordance with the Bankura University guidelines. It is the University web portal through which online form fill up and generation of admit card is made. Examination Committee consisting of the Principal and some teachers along with non-teaching staff and students' representatives, conducts the examination at the centre other than the home college. However, during the COVID-19 pandemic period this process had been done through the on-line mode. Subsequently, evaluation of the answer scripts had been done by the subject teachers under the directives of the University. Students' grievances related to the examination is addressed by the examinations committee with their limit. If there is any discrepancy regarding registration, the matter is escalated to the Registrar. The scrutiny of reassessment of marks are done through the University web portal by paying the requisite fees. The experienced staff members handle the examination related issues in a transparent and efficient manner. In case of internal evaluation and test examination, evaluated answer scripts are shown to the students, thus minimizing the test related grievances. Moreover, students' feedback mechanism (both offline & on-line) enables them to submit their grievances.

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

## 2.6 - Student Performance and Learning Outcomes

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

Program outcomes, program specific outcomes and course outcomes for all programs are displayed on the college website. The aims of the Undergraduate (B.A, B.Sc, B.com) and Postgraduate programmes (M.A (English), M.Sc (Chemistry)) are oriented towards Research, Invention, Industrial jobs, contribution in Nation building and benefit of mankind.

#### UG and PG programmes in Humanities

- These enhance the students' ability in cultural aspects, sense of literature, History, Politics, Ethical qualities and religious devotion.
- Students are upgraded to get themselves acclimatised in the changing scenario with critical evaluation

#### UG and PG programmes in Science

- The students are well trained in both theory and practical.
- Aptitudes for Chemical and Material Science, Plant Science, Animal Science, Microbial Science, Science of Economics and Mathematical analysis, Nutrition Science, Computer Science etc of the students are developed.
- The learners develop their aptitude of individual planning and habit of working in groups, field survey, literature review and other skills.

#### Communication mechanism

- Bankura University provides with the hard and soft copies of syllabi and learning outcomes are available in the departments.
- Soft copies of the curriculum and learning outcomes are uploaded in the college website.
- Orientation programmes as organized by the college and also by the departments.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://bankurasammilanicollege.net/details_poco.php">http://bankurasammilanicollege.net/details_poco.php</a>
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

#### Methods for attainment of Course Outcomes (CO)

##### Direct Attainment -

##### Criteria: -

- Internal tests are conducted based on COs.
- Class performance activities consisting of assignments/tutorials/experiments/quiz/ other activity related to COs.
- External examinations marks are considered.

##### Indirect Attainment -

##### Criteria: -

- Feedbacks of the students and Parents on the framed questionnaire.

##### Target levels (03)

- Low - 41-50%
- Moderate - 51-60%
- High - 61% and above.

Average marks of any course in the previous academic year constitutes the basis of target level for attainment of COs. Attainment level calculation for each CO = 80% of direct level of that CO +20% of indirect level.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://bankurasammilanicollege.net/details_poco.php">http://bankurasammilanicollege.net/details_poco.php</a>

### 2.6.3 - Pass percentage of Students during the year

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

797

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

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

<http://bankurasammilanicollege.net/iqac.php>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

##### 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

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

3.7

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	Nil

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

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

4

File Description	Documents
Report of the event	No File Uploaded
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>



### 3.2 - Research Publications and Awards

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

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

35

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

16

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

Bankura Sammilani College believes that the life of a college and that of the community are inextricably interlinked. NSS units of the college are dedicated to improving the quality of life within and outside the campus, by creating socially sensitive students. They are vigilant about the community needs.

The college students in collaboration with NSS volunteers and NCC cadets carry out the extension activities in the neighbourhood communities.

During the COVID-19 pandemic period door to door surveys

including the distribution of masks were made in the adopted villages by the NSS volunteers.

A number of programmes are arranged to create awareness among the people about the dangers of using plastic.

Even cleanliness drives, cleaning the local water reservoirs, water awareness programmes, anti-drug campaign etc. are also made by our students from time to time. NSS-in-charges of the college play a vital role in sensitizing our students to such social issues and facilitating holistic developments.

Programmes are organized by the college on different social and medical issues like Health and Hygiene, Anti-Dowry Campaign, Bad Impacts of Child Marriage, Blood Donation Camps, Thalassaemia Tests, Leprosy Awareness Programmes, Traffic Rules Awareness programmes etc.

File Description	Documents
Paste link for additional information	<a href="http://bankurasammilanicollege.net/webinar.php">http://bankurasammilanicollege.net/webinar.php</a>
Upload any additional information	<a href="#">View File</a>

### 3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

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

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

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

### 3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

65

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

### 3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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

2714

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

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

14

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

7

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

Bankura Sammilani College is well equipped with buildings, classrooms, laboratories and library etc. The college provides at the moment 44 classrooms of which 16 (Sixteen) rooms are ICT enabled and 02 virtual classrooms. There are 112 Desktops, 24 departmental laptops, 19 LCD projectors, 01 language laboratory, and 01 auditorium in the college. There is a gymnasium and a canteen have also been provided to our students and staff. There are 03 hostels in the college, 01 for girls, out of these 02 boys' hostels 01 hostel is meant for SC/ST boys only. A land of 12 acres with playground, near the college has been possessed for games and sports, Parade practice, firing range for rifle shooting practice. A 62.5 KVA generator (Kirloskar Green), solar

light facility, wi-fi facilities in college campus and A new campus near our girls' hostel has also been constructed from the RUSA fund with pending electrification for lack of fund. The science departments have procured a number of sophisticated equipments from UGC, Research grants, college fund like Infrared Spectrophotometer, Laminar Air flow instruments, cooling centrifuge, Deep freeze Refrigerator, Stereomicroscope, phase contrast microscope, Double beam UV visible spectrophotometer, Shaking orbital incubator etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://bankurasammilanicollege.net/images/uploads/Class Room wif.pdf">http://bankurasammilanicollege.net/images/uploads/Class Room wif.pdf</a>

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

Our college provides the students with a number of facilities for cultural activities, games and sports.

#### Cultural activities -

- Cultural activities like drama, recitation, singing, dancing is performed by the students of the college on different occasions.
- Cultural competitions are held every year.
- Youth parliament competitions are held at this college centre as decided by the administration.
- NSS Units of the college arrange competitions in cultural and extracurricular fields among the children of the local adopted villages.

#### Games and Sports (Indoor and Outdoor) -

- Bankura Sarmilani College has a beautiful playground with an area of 7850 sq. mt. Different teams of the college students practise Cricket, Football, Kabadi, Khokho, Volleyball, Badminton.
- The facilities of indoor games are Carrom, Chess etc. The sports equipments of the college include Football, with Jersey and Pants, Volleyball, Cricket set (bat, ball, wicket, gloves, helmet, pads), Carrom board, Shot put

ball, Discus, Javelin, Measurement tapes.

#### Gymnasium -

- There is a well-equipped gymnasium with the facilities like Trade mill, Cycle, Gym ball, sixteen station, Stepper etc.

#### Yoga centre -

- A yoga centre has recently been established with an area of 72 sq. mt. to provide the facilities for conducting theory and practical classes for the yoga certificate course.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

20

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

20

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://bankurasammilanicollege.net/images/uploads/Class_Room_wif.pdf">http://bankurasammilanicollege.net/images/uploads/Class_Room_wif.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year

**(INR in lakhs)****92.6**

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource**

## 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Our college library has a collection of 52246 books and journals including 4270 reference books and book bank collections of 1827 as on 30th June, 2021. The library was initially run through SOUL software as monitored from INFLIBNET, Ahmedabad, Gujarat since 2005. The SOUL software has been recently replaced by Koha software. Moreover, the latter has cloud based ILMS. The Web OPAC facilitates searching of complete library collection with the results, providing the location of a book in a particular library. The ILMS provides a distributed system of Input for bibliographic details of the books and other documentary materials like periodicals etc. Our college library is a member of N-LIST program of the UGC-INFLIBNET centre for the purpose of accessing the electronic resources like e-book, e-journals etc. About more than 6293 full text electronic journals and 29336 full text electronic books are being accessed under this program. Students are being provided with the facility of digital library where e-resources, video-lectures etc. can be accessed by them. There is an ICT enabled reading room for the teachers. The college has been enlisted as one of the members of INFLIBNET-IRINS (Indian Research Information Network System).

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://bsc-opac.kohacloud.in/">https://bsc-opac.kohacloud.in/</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** **B. Any 3 of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

0.1677

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)**

**4.2.4.1 - Number of teachers and students using library per day over last one year**

60

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

**4.3 - IT Infrastructure**



#### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

It is the CAMS (College Administration and Management System) software that is used and updated frequently to manage all kinds of office works of the college including accounts, auditing, students' admission, sending their data to the university for registration-cum-enrolment, on-line classes, examination, evaluation of answer scripts and sending of marks to the university. Salary billing of the staff is done through HRMS (Govt. of West Bengal) portal etc. The college has installed recently Koha software for all kinds of library works. At present the college has 25 wi-fi connections out of which 6 (six) are meant for the students (open) including 03 hostels and 19 are password-protected connections for the use of different departments. There are 05 (five) separate internet lines (04 BSNL and 01 Alliance) with total 1 GBPS band with. There are 10 (ten) switches and 01 (one) POE switch 02 load balancer routers, 01 dual chain access point with OFDMA technology, 20 routers. The Static IP address (BSNL) is 117.242.151.168. The entire college is fully covered by CCTV cameras (32 numbers) as monitored from the Principal's chamber. The record is kept for 15 days for future references.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

136

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

19.35

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The Governing Body is the highest body of the college. It constitutes the different committees like Finance Committee, Purchase Committee, Building Committee etc. by inducting some experienced members of the Governing Body, senior faculty members including the non-teaching staff and students' representatives of the college. The proposal of different departments for their respective requirements are submitted to the Principal. These are subsequently placed in the GB meeting while finalizing the yearly Budget proposal of the college with due approval from the Government Body. For any kind of purchase like laboratory equipments, library books, computers, photocopier etc. above the amount of Rs. 20000/- (Rupees twenty thousand), Principal invites quotations through the college website. In case of expenditure of any Government grant (more than Rs 5.00 Lakh) Govt. rules are followed by inviting e-

tenders with subsequent submission of utilization certificates. A minimum of 03 quotations are required for selection of the lowest one. All the resolutions of the Finance Committee and Purchase Committee are approved by the college GB. For annual maintenance contracts of the equipments, generator, aqua-guards, photocopier and computers, Principal invites quotations in similar way with subsequent selection of the lowest ones in the Purchase Committee meeting.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

2802

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

##### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

171

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**B. 3 of the above**

File Description	Documents
Link to institutional website	<a href="http://bankurasammilanicollege.net/">http://bankurasammilanicollege.net/</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**316**

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

**316**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student**

**B. Any 3 of the above**

**grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

162

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

18

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities**

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

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

0

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

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

The students' council and representation of students of the institution play a significant role in academic and administrative activities of the college. The students being the major stakeholders of a college, their welfare is of prime concern. The Students' Union/council elections have been suspended due to State Govt. The General Secretary of the Students' council, being an ex-officio member of the college Governing Body expresses his own views or opinion in favour of the students' interest. Students' representation in different committees of the college like Anti-Ragging cell, Grievance Redressal Cell, Internal Complaints Committee, Free/Half Free Studentship Committee, Women's Cell, Admission Committee, Sports Committee, Cultural Committee etc help the college authority for smooth functioning of the college. The students' council of the college along with the NSS volunteers and NCC cadets take positive initiatives in arranging blood donation camps, cleaning of the college campus and cleanliness drive program at nearby slum areas, tree plantation programs, AIDS and Dengue awareness programme, Drug awareness programs. Thus, Students' council acts as a bridging link between the college authority and the general students ventilating the student's problem, grievances with a view to make quick solutions.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

130

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

## 5.4 - Alumni Engagement

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

The college feels proud of having an Alumni Association that was formed in 2004 vide Registration No.- S/IL/32710 (2005-06) under the Registration of Social Act XXVI, 1961 of Government of West Bengal. Meetings of the Alumni Association are also held at regular intervals to chalk out constructive plans and programs for the development of the college.

The association has been helping the college in non-financial ways in several areas like:-

- The students of the college from the economically weaker sections get financial assistance 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 alumni members.
- The college gets sufficient help from the alumni members regarding land disputes and proper planning of utilization of the land at Ailakundi Mouza with 04 Acres as received from the State Government on long term settlement basis in the year 1979.
- Financial assistance by some well-established alumni members for the construction of buildings, laboratory setup, and purchase of Library books, as also various awareness programs, AIDS, Dengue etc. is also worth-mentioning in this regard.



File Description	Documents
Paste link for additional information	<a href="http://www.bankurasammilanicollege.net/alumni.php">http://www.bankurasammilanicollege.net/alumni.php</a>
Upload any additional information	<a href="#">View File</a>

#### 5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

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

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

##### Vision:-

- To ameliorate the condition of the socially oppressed and traditionally marginalized people of the area of Bankura District.
- To train the students' mind towards innovative thinking.
- Production of intellectually sound, morally upright, socially concerned and spiritually oriented men and women towards the service of the nation.
- To bring equitable development in its surroundings through higher education.

##### Mission:-

- Providing quality education and achieving excellence in Higher education with a focus to uplift the society in future.
- Bridging the hiatus between the teacher and the taught with academic acumen.
- To dream together with reality to make the students aware of qualities latest in them and manifest them to perfection.
- To grow the qualities of leadership, team spirit, magnanimity, morality and perfection among the students

through updated knowledge in teaching learning processes.

- Optimal use of available human and natural resources for socioeconomic development.
- To encourage all especially the women folk about their liberty and equality.
- Making all the members of the society aware of human rights, culture, heritage ethics and cleanliness which are next to Godliness.
- To encourage the students in Activity club, cultural programmes, Annual sports, wall magazines and college magazines.
- Making provision for intellectual pursuits and sports and Humanitarian Ethos.

File Description	Documents
Paste link for additional information	<a href="http://bankurasammilanicollege.net/images/uploads/Ethical%20Code%20of%20Conduct.pdf">http://bankurasammilanicollege.net/images/uploads/Ethical%20Code%20of%20Conduct.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

It is the Bankura Sarmilani College that is an ideal example of the college's model of practising decentralization and participative management. Governing Body is the highest administrative body of the college as formed (tenure of 04 years) with the following members:-

- President is nominated by the State Government.
- Principal is the ex-officio Secretary of the GB.
- One Government nominee.
- Two University nominees.
- One Trust Body nominee ('Bankura Sarmilani' mother body).
- One nominee from State Council of Higher Education.
- Three members from among the teaching staff.
- One member from the Non-teaching staff.
- One students' nominee [General Secretary of Student Union (council)].

All the vital decision related to finance, policy making, administrative and infrastructural developments are taken by the college GB. The Governing Body forms different committees like

Finance Committee, Purchase Committee, Building Committee, Internal Complaints Committee, Anti-Raging Cell, IQAC, NAAC Core Committee etc.

Teachers' Council forms other committees, like Examination Committee, Admission Committee, Grievance Cell, Cultural Committee, Sports Committee, Women's Cell etc. Conveners of the respective committees are entrusted with the major responsibilities to convene the meetings and take decisions on their respective areas in a democratic manner.

File Description	Documents
Paste link for additional information	<a href="http://bankurasammilanicollege.net/governing_body.php">http://bankurasammilanicollege.net/governing_body.php</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Perspective Plan (2022 - 2027):-

- To set-up second campus near Sarada Devi Girls' hostel.
- To equip faculty with the blended form of teaching and learning.
- More Academic Collaborations and Faculty Exchange Programmes with different educational institutions of repute.
- To invite renowned scholars from different parts of India and abroad for giving extension lectures to the students and faculty of the college.
- Partnership with Business Houses/Companies for particular tenures.
- Academic and cultural exchange programmes with foreign institutions.
- Organize various science exhibitions/camps for school students.
- To maintain a Digital Library to support research activities and provide learning resources.
- To introduce more certificate and Add-on courses like Fashion Designing, Land measurement, etc. for equipping our students with new skills and preparing them for job-

oriented market.

- More honours courses to be offered in Sociology, Media and Mass communications.
- Train students towards progression to higher education and placement.
- To introduce more Post Graduate courses in Zoology, Commerce, Mathematics, Bengali and History, Geography, Nutrition.
- To increase number of ICT enabled classrooms.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="http://bankurasammilanicollege.net/iqac.php">http://bankurasammilanicollege.net/iqac.php</a>
Upload any additional information	No File Uploaded

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

Day to day college administration is governed by the college Governing Body. Principal is the overall in-charge of the matters related to academic financial, administrative, internal quality including the issues related to the students, teaching staff, non-teaching staff. Bursar is in-charge of finance, accounts and college office, IQAC coordinator is in-charge of the quality initiatives in academic and administrative fields, while the secretary of the Teachers' Council deals with the matters affecting teachers. Regarding appointment of the teaching staff, Governing Body issues appointment letters to the candidates, recommended by the West Bengal College Service Commission in accordance with the vacancy position as declared by the college to the said commission. In case of appointments of non-teaching staff, the college Governing Body issues appointment letters to a candidate only when the college gets permission for filling vacancy/s from the DPI, West Bengal. All the service rules related to leave, promotion, and retirement benefits are guided by the Govt. of West Bengal. Regarding procedure of payments of salaries of staff, the grant-in-aid pay-packet system as sanctioned by the DPI, West Bengal is mediated through the respective treasuries and deposited to individual bank account through HRMS portal of the Govt. of West Bengal.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="http://bankurasammilanicollege.net/images/uploads/Institutional%20Organizational%20Pattern.pdf">http://bankurasammilanicollege.net/images/uploads/Institutional%20Organizational%20Pattern.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

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

- Effective welfare measures for the teaching and non-teaching staff are one of the positive measures as taken by the college.
- Bankura Sarmilani College follows the Employees Provident fund Scheme of the Government for substantive teaching and non-teaching staff of the college.
- Group Insurance Policy is there for substantive teaching and non-teaching staff of the college.
- Bankura Sarmilani College Employees' cooperative credit society as registered under the West Bengal State Cooperative society was formed in the year 1962 and registered as per the Government rules vide registration number 7BK dt. 1/08/1962.
- The college provides festival advance to the SACT and non-

teaching contingency staff as adjusted in equal instalments at 0% interest.

- On duty leaves are allowed to the teachers for attending Faculty Development Programme, seminars/workshops/conferences.
- Special rooms are provided to research supervisors for conducting research activities.
- Medical facilities are provided to the substantial staff under the State Health Scheme, while the same is provided to the SACT and non-teaching contingency staff, under the West Bengal 'Swasthya Sathi' scheme up to a limit of Rs. 5.00 Lakh.
- Governing Body of the college also extends cooperation to ill-paid staff with one-time financial help for their daughter's marriage, death of family member etc.

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

### 6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

#### 6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

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

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

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

17

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

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

- The institution has performance appraisal system for

assessment of teaching and non-teaching staff. Every faculty member is provided with prescribed format for self-appraisal. The faculty members are encouraged to make excellent performance in teaching by the PAS reports.

- The Appraisal report is made on the basis of Annual Performance of the employees, their academic, research and other extracurricular activities.
- IQAC of the college reviews the appraisal report, as filled up by the faculty members in the given format.
- The data as furnished in the self-appraisal reports by the faculties are also helpful in their CAS processing during promotion.
- They are updated about their performance at each level of career advancement. If there is a scope for improvement on the part of the teachers, they are also advised to upgrade themselves. The whole system is carried out in a confidential manner. The respective teachers are informed about the same and suggestions are given.
- In case of non-teaching casual staff incentives are allowed by the Governing Body for better performances.
- However, overall report of the staff is reviewed by the college GB and final performance functioning status is set up in the office database with confidential records.

File Description	Documents
Paste link for additional information	<a href="http://bankurasammilanicollege.net/iqac.php">http://bankurasammilanicollege.net/iqac.php</a>
Upload any additional information	No File Uploaded

## 6.4 - Financial Management and Resource Mobilization

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

The 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 four-member 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 and two senior teachers (From among the members of the Finance Committee) along with the principal. 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.

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

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

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

1.50

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

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

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 four-

member 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 and two senior teachers (From among the members of the Finance Committee) along with the principal. 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.

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

## 6.5 - Internal Quality Assurance System

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

It is the Internal Quality Assurance Cell (IQAC) of the college which has contributed significantly to the quality assurance strategies and processes of the college. IQAC organize orientation programmes for newly admitted students, department-wise each year. Principal, IQAC coordinator, Departmental teachers deliver their motivational lectures in this programme, so that, students get encouraged to study their own subjects with full energy, devotion and love. IQAC visits every department at regular intervals to observe departmental academic activities, inconveniences, grievances of students and staff (if any), requirements, and tries to fulfil the same through approaching the college Governing Body (wherever needed), as far as practicable. To enhance the students' communication skills, clear conception on the subject topics, IQAC motivates the departments to arrange students' seminars. To make the staff and students of the college well acquainted with the latest technological developments, current and burning topics IQAC arranges seminars, workshops etc., thus facilitating the staff and students for gainful interactions with the resource persons. Overall interest, related to the teaching-learning, evaluation of feedback from all stakeholders are made under the supervision of IQAC.

File Description	Documents
Paste link for additional information	<a href="http://bankurasammilanicollege.net/igac.php">http://bankurasammilanicollege.net/igac.php</a>
Upload any additional information	<a href="#">View File</a>

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

It is the IQAC of the college that periodically reviews the teaching learning process, structures and methodologies of operations and learning outcomes. A 5-member team including the Principal and IQAC coordinator make frequent visits to different departments to check the following: -

- Proper documentation.
- Organisation of seminars.
- Encouragement for more ICT based teaching.
- Online feedback of students as recorded with proper documentation.
- Maintenance of batch wise, year wise and department wise results.
- Recordings of innovative teaching techniques (if any).
- Encouraging the students to take up free skill enhancement courses.

There are 16 ICT enabled classrooms and one smart class room where teachers use PPTs, videos, movies, document viewers to make the subject more relatable to the students.

Teachers share their interactive study materials, videos with the students through the college website, WhatsApp study groups and YouTube lectures.

A blended mode of learning has been implemented by the college even during the COVID-19

pandemic period. The college IQAC recognized the need of simple and free online tools to be implemented for the benefit of teachers with basic ICT skills and students from all the socio-cultural and socio-economic backgrounds.

File Description	Documents
Paste link for additional information	<a href="http://bankurasammilanicollege.net/igac.php">http://bankurasammilanicollege.net/igac.php</a>
Upload any additional information	<a href="#">View File</a>

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

**B. Any 3 of the above**

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

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

Gender inequality is a global problem. The females being weaker sex are always neglected and dominated by the males causing a discord in society. The college always favours the promotion of gender equality. It considers the gender balance as of utmost importance. Efforts are made to form the committees with the equal representation of the willing women members as far as practicable. NSS units of this college had arranged a webinar on 10/09/2021 on the topic 'POSCO ACT, 2012 and Gender Equality'

with Dr. Aditi Kishore as the Event speaker. Women's cell of the college plays an active role in looking after the matters related to the health and hygiene along with gender sensitive issues of the female students and staff of the college. Internal complaints committee as formed by the college Governing Body in accordance with the Vishaka Guidelines keeps a constant watch over the gender issues, so that, girls' students are not harassed at any cost. Equal opportunities to both the male and female students are offered by the college in different kinds of activities of the NCC, NSS, including cultural, games and sports, extensive programmes etc.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="http://bankurasammilanicollege.net/safety_security.php">http://bankurasammilanicollege.net/safety_security.php</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**Solid Waste management -**

Bins are kept at each floor near classrooms, in laboratories, library, toilets. The solid and liquid wastes, as generated in the laboratories are collected separately with subsequent separate disposal. The solid wastes as collected from the garden

and vegetable wastes are used in vermicomposting pit to generate manure, which is used in college gardening purpose.

#### Liquid Waste Management -

In some science departments like Chemistry, Zoology, Botany and Microbiology liquid wastes are generated. Special bins are kept in the laboratories where used Chemicals are disposed of and in another bin broken glasses are thrown.

In the department of Chemistry there are two separate bins containing both halogenated and nonhalogenated disposable water.

For managing the biomedical wastes 03 coloured dustbins is used like:

- Blue colour dustbin is meant for glass goods (damaged and broken).
- Red colour is meant for plastic wastes (non-degradable).
- Yellow colour is meant for animal and plant wastes after practical classes.

#### E-waste Management -

The waste computers and computer peripherals are first marked as scraps by the respective departments. The Purchase Committee with the help of department of Computer Science and M/S Gorai Solutions, the scraps are then sold to the local agent with a minimal price.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="http://bankurasammilanicollege.net/album_details.php?albId=5">http://bankurasammilanicollege.net/album_details.php?albId=5</a>
Any other relevant information	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water**

**B. Any 3 of the above**

## bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.1.5 - Green campus initiatives include

#### 7.1.5.1 - The institutional initiatives for greening the campus are as follows:

B. Any 3 of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

### 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

#### 7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**

**5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Our college registers cohesion of diverse group of students like Hindu, Muslim, Christian etc. More than 30% students belong to SC/ST communities. The college never allows any kind of communal feelings among the students coming from different socioeconomic



groups. The teaching and non-teaching staff of the college are equally cordial to students of all communities, linguistic and regional categories. The college follows strictly the government guidelines in facilitating the financial help in respect of scholarship for different communities and castes. In respect of cultural activities, the college has encouraged the formation of special tribal group of students performing their own style of music and dance on different occasions of the college. The slum children from various communities were allowed to take part in the cultural programmes, 'sit and draw' competitions, recitations etc. with proper refreshments. A drama was staged on 15/02/2022 by the NSS volunteers on the occasion of 'Jal jagoron', a central Government project on communal harmony in front of an audience of 102 persons. Even, during the awareness programme on gender equity at the college campus, the matter of providing equal opportunities to the male and female students of all communities is always sensitized among the students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The constitutional obligations like values, rights, duties and responsibilities are encouraged in the staff and students of the college through different types of activities. They feel a sense of unity, nationalism whenever the memorable days like Independence Day, Republic Day, and birth days of our great national heroes and other personalities are observed at the college campus. National Anthem, as sung in these programmes, creates in us the sense of belonging, pride and sense of unity in diversity. Teachers with their man making, character making and life building assimilation of ideas remind our students with their responsibilities and constitutional obligations. Three courses are run by the college like Political Science core courses, Generic Elective course and Programme course. NSS volunteers are sensitized to do extensive works in the adopted villages through cleaning the surrounding environment, water bodies, arranging literacy programmes, AIDS and Drug awareness programmes, awareness against the misuse of water etc. Students

from different departments have regularly participated in the events like Youth Parliament Competition organized in different institutions. We are proud to say that our students show remarkable performances in the Youth Parliament competition as organized by Govt. of West Bengal achieving top positions in the past years.

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

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

**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

**With an aim to inculcate human values among the students Bankura Sannilani College celebrates several national and international commemorative days, events and festivals throughout the year.**

Commemorative Day

Date

Purpose

Independence Day

15th August

To commemorate Indian's independence from British rule

Republic Day

26th January

To mark the establishment of Indian constitution

World Environment Day

5th June

To create awareness on environmental pollution.

International Mother language day

21st February

To promote awareness about the diversified language and culture across the world.

Birthday of Mahatma Gandhi

2nd October

Propagation of the philosophy and ideology of Mahatma Gandhi among the students.

Birthday of Swami Vivekananda/National Youth Day

12th January

To infuse the ideas of Swami Vivekananda

Birthday of Rabindranath Tagore

9th May

To disseminate the knowledge of cultural diversity and sense of unity

Birthday of Netaji Subhas Chandra Bose

23rd January

To arouse the sense of patriotism, nationalism

Pandit Iswar Chandra Vidyasagar

26th September

To create sense of social service

Dr. Sarbapalli Radhakrishnan

5th September

Paying tribute to the teachers

International Yoga Day

21st June

To create awareness about the importance of yoga

World AIDS Day

1st December

To create awareness on vital effects and cause of spreading of AIDS

World anti-Tobacco Day

31st May

To create awareness against the ill-effects of smoking

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

## 7.2 - Best Practices

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

### Best Practice 1 - COVID-19

**Objective:-** Global outbreak of COVID-19 Pandemic has caused death of millions of people in India and other countries.

**The Practice:-** A number of webinars on different aspects of COVID-19 pandemic had been organized by the IQAC along with different departments of the college. In addition, donation two oxygen concentrators to the Bankura Sammilani Medical College & Hospital, distribution of masks, sanitizers to the local residents have been taken by the NSS volunteers along with some students' representatives & NCC cadets of our college.

### Best Practice 2:- Community Services

**Objective:-** Purpose of education is not only the enlightenment of the self, but also helping the people at our surroundings, selfless service to the society at the same time.

**The Practice:-** IQAC had also started an education program in collaboration with the 'Bohurupi Mukhoser Arale', an educational welfare organization.

**Service for street Animals and Birds:-** It is our NSS volunteers who regularly care for the birds and the street animals like dog, cow, cats etc. in collaboration with another welfare organisations like 'Abola'.

It is worth mentioning that some other welfare organisations like 'Byeticrom', 'Dhulokona', 'Hitaisi' have come forward to

make collaborative service works, e.g., Blood donation camp, Awareness programme on plastic, drugs, women empowerment, misuse of water, dengue, leprosy, AIDS, Environmental pollution etc.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3 - Institutional Distinctiveness

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

Bankura Sannilani College is one of the traditional colleges in the district of Bankura, being modern and technically updated one. Introduction of on-line activities in every academic as well as administrative field like admission, class teaching, examination, evaluation of answer scripts and uploading of marks to the University portal for timely publication of results is one such area distinctive to its priority and thrust in this college. Although many poor students could not attend the classes initially owing to lack of smart phones, teachers would pay special attention to them by taking special classes. Even individual academic help was also made during the COVID-19 pandemic situation by calling absentee students in the college campus maintaining the COVID-19 Government protocol. The arrangements of webinars by different departments in collaboration with IQAC have been made through the on-line system. Other official works related to accounts, audits, through CAMS software providing official data through 'West Bengal Government's 'Banglar Uchhasiksha Portal', leave account, pension benefits of the staff, providing data to AISHE portal, salary billing through HRMS portal, Library activities through SOUL (Software of University Library) etc. are some of the examples of on-line activities of the college.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

To ensure the efficacy of curriculum development, proper emphasis on delivery, listing of topic, clarity, accuracy, completing in proper frequency with depth and pace are ensured by this institution.

Integrity, interdisciplinary nature of the curriculum as well as focus on conceptual ideas are also given emphasis by the faculty.

The time table, indicating rooms, allotted teachers for classes in case of Undergraduate and Postgraduate departments showing respective class hours, are distributed among the faculty members (Lesson plan is submitted herewith).

The CBCS syllabus has been introduced in all its affiliated colleges under Bankura University since the academic year 2017-18.

An Examination committee has been constituted inducting the members following the Bankura University guidelines.

IQAC of the college analyses the students' results and takes remedial steps for their improvements.

Students' Seminars are also organized department wise on various topics as included in their curriculum to enhance interactive powers, communication skill and sharpen their knowledge.

09 departments have the provisions for Excursion/Project work where students are provided with opportunities to link up their theoretical knowledge with practical experience, thus helping them to acquire experiential learning.

It is the effective curriculum delivery that helps the students in assuming authentic responsibility in their career.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

### 1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Teachers' Council prepares an academic calendar at the beginning of each session following schedule of academic activities and list of holidays. It becomes very useful to the teachers to successfully complete the modules of syllabi.

The examinations are also strictly conducted following the University examinations norms.

Students' merit is continuously evaluated internally and as a result of this their weakness are detected in comparison to other students in the class.

Chances are given to them for necessary corrections also. End Semester Examinations are held at regular six (6) months' interval. Along with these, college arranges for class tests, internal evaluation tests, and surprise tests & students' seminars.

All kinds of academic session activities from admission, registration, filling up forms, internal

examinations to final examination including theory, practical, tutorial, viva voce etc. are prescribed in the Academic Calendar as per the Bankura University guidelines.

The respective notices for the above are displayed on the college webpage. A tentative period is mentioned in the college prospectus.

The Routine Committee drafts a Master timetable for the entire college, which is followed by all the departments.

The college holds parent-Teacher meeting in each academic session.



File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="http://bankurasammilanicollege.net/images/uploads/2021-22_Acc.pdf">http://bankurasammilanicollege.net/images/uploads/2021-22_Acc.pdf</a>

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

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

## **1.2 - Academic Flexibility**

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

**34**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

<b>1.2.2 - Number of Add on /Certificate programs offered during the year</b>	
<b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b>	
2	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>
<b>1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year</b>	
102	
<b>1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year</b>	
102	
File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>
<b>1.3 - Curriculum Enrichment</b>	
<b>1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum</b>	
<p>The values of honesty, integrity, probity, objectivity and the virtues like compassion, empathy, tolerance etc. are the part and parcel for a man in the profession of teaching. With this objective in view every faculty in this institution tries to infuse in the students, the major stakeholders, some moral values along with imparting the routine teaching.</p> <p>Teachings on human values, gender equity are imparted to our students through arrangements of webinars, workshops, educational tours etc.</p>	

The teachings on environmental issues are imparted in accordance with the Bankura University syllabus on Environmental studies.

Some project works, workshops, training programmes, seminars/webinars, educational tours are also organised as prescribed in the syllabi for the said purpose.

Those faculties who are involved in research works are well aware of the bad impact of plagiarism. Our students, especially the post graduate ones are also imparted teaching on the topic of plagiarism and its bad impacts on their future.

Moreover, our NSS students/volunteers from different departments are communicated with the human values with focus on major moral social issues related to life in order to discover a sense of oneness within themselves, world and nature.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

19

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

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

1999

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	No File Uploaded

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="http://bankurasammilanicollege.net/igac.php">http://bankurasammilanicollege.net/igac.php</a>

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

2211

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

769

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

### Slow learners:

- They are allotted remedial classes and model answers to selected problems which help them enormously.
- Mock tests are arranged and practical classes (wherever applicable) are arranged before the final examination.
- It is the regular evaluation process that makes the slow learners to gain self-confidence by teachers' personal counselling regarding academic and non-academic inconveniences.

### Advanced learners:

- They are given wider exposure by asking them to attend debates, literary talks.
- Departmental assistance is provided to the students to take up Masters', JAM, IIT including the entrance exams in different Universities and institutes.
- For those who want to proceed not only with academics but also public service exams, home assignments and problems are given to solve.
- Organisations of students' seminars are regular features to enhance students' communication skill and sharpen their knowledge.
- Organisation of Quiz contests off and on by some departments enables the students to keep themselves abreast of the latest development of their subjects.
- The students are trained for preparation of project report on the basis of field survey, thus helping them aware of the Research Methodology.
- Group learning and partnerships are facilitated. The

advanced learners are made sub-groups and are given more responsibilities.

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

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

Number of Students	Number of Teachers
3571	46

File Description	Documents
Any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

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

Peer teaching is one of the means for which students are encouraged in both off-line and on-line modes. Students are given wider exposure to other institutions and teaching methods through faculty exchange programme. Our college has made Memorandum of Understanding with 04 different colleges. Inter college quiz competitions, Youth Parliament programmes train the students for speaking on a variety of topics. Seminars, workshops from Eminent academicians, students' seminars render the students' enormous scope for enhancing their communication skills, getting lucid ideas about the topics through interactive sessions. The final year students get ample opportunities in searching for placements through Career Counseling Cell of the college. In respect of soft skill development Webel Informatics Ltd. has been entrusted with the charges to train the students and staff of the college. A MOU has been made with them. Field excursions give the students impetus to write project reports. The magazines - Diamond collection of Research articles, Anwesana, Samanwoy, Esona and Orchid by staff and students of the college are other sources for participative learning. Knowledge of ecological status, conservation strategies for plants and animals is developed within the students through such

**excursions.**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

In the modern age of high technological development, ICT enabled tools provide immense facilities to the teachers for effective teaching-learning process. During the COVID-19 situation for last one and half year since March, 2020, the students got exposure to on-line teaching. There are about 16 (Sixteen) technology enabled classrooms in the college, where PPT, Videos etc. are used by the teachers on regular basis to make their teaching more attractive and livelier to the students. Teachers are allowed on-duty leave to attend faculty development programme for getting trained with the latest ICT tools. All the staff get free coaching from the Webel Informatics Ltd. through MOU agreement. Blended learning with the advantages of the on-line learning and traditional learning simultaneously has been emerged as a new aspect. Teachers made full utilization of the Learning Management System coping with the difficulties as faced during the pandemic by distributing notes, study materials, conducting tutorials etc. even through the WhatsApp study groups, college website etc. In a synchronous class in Google Meet, students are asked a few questions in the form of short quiz, whereas an asynchronous task is provided where the students are expected to complete within a stipulated time.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://bankurasammilanicollege.net/images/uploads/Class_Room_wif.pdf">http://bankurasammilanicollege.net/images/uploads/Class_Room_wif.pdf</a>

**2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )**



**2.3.3.1 - Number of mentors**

81

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<b>No File Uploaded</b>
mentor/mentee ratio	<a href="#">View File</a>

**2.4 - Teacher Profile and Quality****2.4.1 - Number of full time teachers against sanctioned posts during the year**

46

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)****2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

29

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

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

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

487

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 2.5 - Evaluation Process and Reforms

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

In a classroom teaching continuous evaluation is a vital aspect. Teachers devise various ways of assessing students in today's diverse classrooms. The college being affiliated under Bankura University, we are to abide by the end semester assessment pattern as laid down by the University.

Following are the ways of evaluation:

- Oral question-answer sessions.
- Class tests.
- Midterm tests.
- Re-test or supplementary tests, giving the students another chance of improvement when they fare badly at a given test.
- Students' feedbacks are taken regularly through a standard questionnaire including the questions on methods of evaluation.
- Their feedback is discussed in the periodic departmental meetings and incorporated accordingly.
- In parent-teacher meetings the students' performances (the answer scripts of the tests being shown to parents) are updated.
- Communication with the parents of students whose performances are below average is made to ascertain the causes of underperformance.
- Surprise tests are conducted occasionally and monitored by the respective faculty.

- Mentoring sessions are also there while monitoring during class, thus identifying students' learning needs and progress.
- For the University End semester examination, a total of 10 marks (20% of the total marks) are allotted for internal assessment in each paper.

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

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

Conduction of end/mid-session/semester examination for both the Undergraduate and Postgraduate programmes is made in accordance with the Bankura University guidelines. It is the University web portal through which online form fill up and generation of admit card is made. Examination Committee consisting of the Principal and some teachers along with non-teaching staff and students' representatives, conducts the examination at the centre other than the home college. However, during the COVID-19 pandemic period this process had been done through the on-line mode. Subsequently, evaluation of the answer scripts had been done by the subject teachers under the directives of the University. Students' grievances related to the examination is addressed by the examinations committee with their limit. If there is any discrepancy regarding registration, the matter is escalated to the Registrar. The scrutiny of reassessment of marks are done through the University web portal by paying the requisite fees. The experienced staff members handle the examination related issues in a transparent and efficient manner. In case of internal evaluation and test examination, evaluated answer scripts are shown to the students, thus minimizing the test related grievances. Moreover, students' feedback mechanism (both offline & on-line) enables them to submit their grievances.

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

## 2.6 - Student Performance and Learning Outcomes

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

Program outcomes, program specific outcomes and course outcomes for all programs are displayed on the college website. The aims of the Undergraduate (B.A, B.Sc, B.com) and Postgraduate programmes (M.A (English), M.Sc (Chemistry)) are oriented towards Research, Invention, Industrial jobs, contribution in Nation building and benefit of mankind.

### UG and PG programmes in Humanities

- These enhance the students' ability in cultural aspects, sense of literature, History, Politics, Ethical qualities and religious devotion.
- Students are upgraded to get themselves acclimatised in the changing scenario with critical evaluation

### UG and PG programmes in Science

- The students are well trained in both theory and practical.
- Aptitudes for Chemical and Material Science, Plant Science, Animal Science, Microbial Science, Science of Economics and Mathematical analysis, Nutrition Science, Computer Science etc of the students are developed.
- The learners develop their aptitude of individual planning and habit of working in groups, field survey, literature review and other skills.

### Communication mechanism

- Bankura University provides with the hard and soft copies of syllabi and learning outcomes are available in the departments.
- Soft copies of the curriculum and learning outcomes are uploaded in the college website.
- Orientation programmes as organized by the college and also by the departments.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://bankurasammilanicollege.net/details_poco.php">http://bankurasammilanicollege.net/details_poco.php</a>
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

#### Methods for attainment of Course Outcomes (CO)

##### Direct Attainment -

##### Criteria: -

- Internal tests are conducted based on COs.
- Class performance activities consisting of assignments/tutorials/experiments/quiz/ other activity related to COs.
- External examinations marks are considered.

##### Indirect Attainment -

##### Criteria: -

- Feedbacks of the students and Parents on the framed questionnaire.

##### Target levels (03)

- Low - 41-50%
- Moderate - 51-60%
- High - 61% and above.

Average marks of any course in the previous academic year constitutes the basis of target level for attainment of COs. Attainment level calculation for each CO = 80% of direct level of that CO +20% of indirect level.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://bankurasammilanicollege.net/details_poco.php">http://bankurasammilanicollege.net/details_poco.php</a>

### 2.6.3 - Pass percentage of Students during the year

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

797

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

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

<http://bankurasammilanicollege.net/igac.php>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

##### 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

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

3.7

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	Nil

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

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

4

File Description	Documents
Report of the event	No File Uploaded
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

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

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

35

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

16

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

Bankura Sarmilani College believes that the life of a college and that of the community are inextricably interlinked. NSS units of the college are dedicated to improving the quality of life within and outside the campus, by creating socially sensitive students. They are vigilant about the community needs.

The college students in collaboration with NSS volunteers and NCC cadets carry out the extension activities in the neighbourhood communities.



During the COVID-19 pandemic period door to door surveys including the distribution of masks were made in the adopted villages by the NSS volunteers.

A number of programmes are arranged to create awareness among the people about the dangers of using plastic.

Even cleanliness drives, cleaning the local water reservoirs, water awareness programmes, anti-drug campaign etc. are also made by our students from time to time. NSS-in-charges of the college play a vital role in sensitizing our students to such social issues and facilitating holistic developments.

Programmes are organized by the college on different social and medical issues like Health and Hygiene, Anti-Dowry Campaign, Bad Impacts of Child Marriage, Blood Donation Camps, Thalassaemia Tests, Leprosy Awareness Programmes, Traffic Rules Awareness programmes etc.

File Description	Documents
Paste link for additional information	<a href="http://bankurasammilanicollege.net/webinar.php">http://bankurasammilanicollege.net/webinar.php</a>
Upload any additional information	<a href="#">View File</a>

### 3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

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

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

### 3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration

**with industry, community and NGOs ) during the year**

**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

65

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

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

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

2714

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.4 - Collaboration**

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

14

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

7

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

Bankura Sarmilani College is well equipped with buildings, classrooms, laboratories and library etc. The college provides at the moment 44 classrooms of which 16 (Sixteen) rooms are ICT enabled and 02 virtual classrooms. There are 112 Desktops, 24 departmental laptops, 19 LCD projectors, 01 language laboratory, and 01 auditorium in the college. There is a gymnasium and a canteen have also been provided to our students and staff. There are 03 hostels in the college, 01 for girls, out of these 02 boys' hostels 01 hostel is meant for SC/ST boys only. A land of 12 acres with playground, near the college has been possessed for games and sports, Parade

practice, firing range for rifle shooting practice. A 62.5 KVA generator (Kirloskar Green), solar light facility, wi-fi facilities in college campus and A new campus near our girls' hostel has also been constructed from the RUSA fund with pending electrification for lack of fund. The science departments have procured a number of sophisticated equipments from UGC, Research grants, college fund like Infrared Spectrophotometer, Laminar Air flow instruments, cooling centrifuge, Deep freeze Refrigerator, Stereomicroscope, phase contrast microscope, Double beam UV visible spectrophotometer, Shaking orbital incubator etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://bankurasammilanicollege.net/images/uploads/Class_Room_wif.pdf">http://bankurasammilanicollege.net/images/uploads/Class_Room_wif.pdf</a>

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

Our college provides the students with a number of facilities for cultural activities, games and sports.

#### Cultural activities -

- Cultural activities like drama, recitation, singing, dancing is performed by the students of the college on different occasions.
- Cultural competitions are held every year.
- Youth parliament competitions are held at this college centre as decided by the administration.
- NSS Units of the college arrange competitions in cultural and extracurricular fields among the children of the local adopted villages.

#### Games and Sports (Indoor and Outdoor) -

- Bankura Sammilani College has a beautiful playground with an area of 7850 sq. mt. Different teams of the college students practise Cricket, Football, Kabadi, Khokho, Volleyball, Badminton.
- The facilities of indoor games are Carrom, Chess etc. The sports equipments of the college include Football,

with Jersey and Pants, Volleyball, Cricket set (bat, ball, wicket, gloves, helmet, pads), Carrom board, Shot put ball, Discus, Javelin, Measurement tapes.

#### Gymnasium -

- There is a well-equipped gymnasium with the facilities like Trade mill, Cycle, Gym ball, sixteen station, Stepper etc.

#### Yoga centre -

- A yoga centre has recently been established with an area of 72 sq. mt. to provide the facilities for conducting theory and practical classes for the yoga certificate course.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

20

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

20

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://bankurasammilanicollege.net/images/uploads/Class_Room_wif.pdf">http://bankurasammilanicollege.net/images/uploads/Class_Room_wif.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

92.6

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

Our college library has a collection of 52246 books and journals including 4270 reference books and book bank collections of 1827 as on 30th June, 2021. The library was initially run through SOUL software as monitored from INFLIBNET, Ahmedabad, Gujarat since 2005. The SOUL software has been recently replaced by Koha software. Moreover, the latter has cloud based ILMS. The Web OPAC facilitates searching of complete library collection with the results, providing the location of a book in a particular library. The ILMS provides a distributed system of Input for bibliographic details of the books and other documentary materials like periodicals etc. Our college library is a member of N-LIST program of the UGC-INFLIBNET centre for the purpose of accessing the electronic resources like e-book, e-journals etc. About more than 6293 full text electronic journals and 29336 full text electronic books are being accessed under this program. Students are being provided with the facility of digital library where e-resources, video-lectures etc. can be accessed by them. There is an ICT enabled reading room for the teachers. The college has been enlisted as one of the members of INFLIBNET-IRINS (Indian Research Information Network System).

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://bsc-opac.kohacloud.in/">https://bsc-opac.kohacloud.in/</a>

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

**B. Any 3 of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

**0.1677**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Audited statements of accounts	<b>No File Uploaded</b>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)**

**4.2.4.1 - Number of teachers and students using library per day over last one year**

**60**

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

#### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

It is the CAMS (College Administration and Management System) software that is used and updated frequently to manage all kinds of office works of the college including accounts, auditing, students' admission, sending their data to the university for registration-cum-enrolment, on-line classes, examination, evaluation of answer scripts and sending of marks to the university. Salary billing of the staff is done through HRMS (Govt. of West Bengal) portal etc. The college has installed recently Koha software for all kinds of library works. At present the college has 25 wi-fi connections out of which 6 (six) are meant for the students (open) including 03 hostels and 19 are password-protected connections for the use of different departments. There are 05 (five) separate internet lines (04 BSNL and 01 Alliance) with total 1 GBPS band with. There are 10 (ten) switches and 01 (one) POE switch 02 load balancer routers, 01 dual chain access point with OFDMA technology, 20 routers. The Static IP address (BSNL) is 117.242.151.168. The entire college is fully covered by CCTV cameras (32 numbers) as monitored from the Principal's chamber. The record is kept for 15 days for future references.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

136



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

19.35

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The Governing Body is the highest body of the college. It constitutes the different committees like Finance Committee, Purchase Committee, Building Committee etc. by inducting some experienced members of the Governing Body, senior faculty

members including the non-teaching staff and students' representatives of the college. The proposal of different departments for their respective requirements are submitted to the Principal. These are subsequently placed in the GB meeting while finalizing the yearly Budget proposal of the college with due approval from the Government Body. For any kind of purchase like laboratory equipments, library books, computers, photocopier etc. above the amount of Rs. 20000/- (Rupees twenty thousand), Principal invites quotations through the college website. In case of expenditure of any Government grant (more than Rs 5.00 Lakh) Govt. rules are followed by inviting e-tenders with subsequent submission of utilization certificates. A minimum of 03 quotations are required for selection of the lowest one. All the resolutions of the Finance Committee and Purchase Committee are approved by the college GB. For annual maintenance contracts of the equipments, generator, aqua-guards, photocopier and computers, Principal invites quotations in similar way with subsequent selection of the lowest ones in the Purchase Committee meeting.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

2802

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

#### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

171

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

B. 3 of the above

File Description	Documents
Link to institutional website	<a href="http://bankurasammilanicollege.net/">http://bankurasammilanicollege.net/</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

316

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

316

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

**B. Any 3 of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<b>No File Uploaded</b>
Upload any additional information	<b>No File Uploaded</b>
Details of student grievances including sexual harassment and ragging cases	<b>No File Uploaded</b>

**5.2 - Student Progression****5.2.1 - Number of placement of outgoing students during the year**

<b>5.2.1.1 - Number of outgoing students placed during the year</b>	
0	
File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
<b>5.2.2 - Number of students progressing to higher education during the year</b>	
<b>5.2.2.1 - Number of outgoing student progression to higher education</b>	
162	
File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>
<b>5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)</b>	
<b>5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year</b>	
18	
File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
<b>5.3 - Student Participation and Activities</b>	
<b>5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year</b>	
<b>5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural</b>	

**activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

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

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

The students' council and representation of students of the institution play a significant role in academic and administrative activities of the college. The students being the major stakeholders of a college, their welfare is of prime concern. The Students' Union/council elections have been suspended due to State Govt. The General Secretary of the Students' council, being an ex-officio member of the college Governing Body expresses his own views or opinion in favour of the students' interest. Students' representation in different committees of the college like Anti-Ragging cell, Grievance Redressal Cell, Internal Complaints Committee, Free/Half Free Studentship Committee, Women's Cell, Admission Committee, Sports Committee, Cultural Committee etc help the college authority for smooth functioning of the college. The students' council of the college along with the NSS volunteers and NCC cadets take positive initiatives in arranging blood donation camps, cleaning of the college campus and cleanliness drive program at nearby slum areas, tree plantation programs, AIDS and Dengue awareness programme, Drug awareness programs. Thus, Students' council acts as a bridging link between the college authority and the general students ventilating the student's problem, grievances with a view to make quick solutions.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

130

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

### 5.4 - Alumni Engagement

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

The college feels proud of having an Alumni Association that was formed in 2004 vide Registration No.- S/IL/32710 (2005-06) under the Registration of Social Act XXVI, 1961 of Government of West Bengal. Meetings of the Alumni Association are also held at regular intervals to chalk out constructive plans and programs for the development of the college.

The association has been helping the college in non-financial ways in several areas like:-

- The students of the college from the economically weaker sections get financial assistance 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 alumni members.

- The college gets sufficient help from the alumni members regarding land disputes and proper planning of utilization of the land at Ailakundi Mouza with 04 Acres as received from the State Government on long term settlement basis in the year 1979.
- Financial assistance by some well-established alumni members for the construction of buildings, laboratory setup, and purchase of Library books, as also various awareness programs, AIDS, Dengue etc. is also worth-mentioning in this regard.

File Description	Documents
Paste link for additional information	<a href="http://www.bankurasammilanicollege.net/alumni.php">http://www.bankurasammilanicollege.net/alumni.php</a>
Upload any additional information	<a href="#">View File</a>

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

E. <1Lakhs

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

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

#### Vision:-

- To ameliorate the condition of the socially oppressed and traditionally marginalized people of the area of Bankura District.
- To train the students' mind towards innovative thinking.
- Production of intellectually sound, morally upright, socially concerned and spiritually oriented men and women towards the service of the nation.
- To bring equitable development in its surroundings



through higher education.

**Mission:-**

- Providing quality education and achieving excellence in Higher education with a focus to uplift the society in future.
- Bridging the hiatus between the teacher and the taught with academic acumen.
- To dream together with reality to make the students aware of qualities latest in them and manifest them to perfection.
- To grow the qualities of leadership, team spirit, magnanimity, morality and perfection among the students through updated knowledge in teaching learning processes.
- Optimal use of available human and natural resources for socioeconomic development.
- To encourage all especially the women folk about their liberty and equality.
- Making all the members of the society aware of human rights, culture, heritage ethics and cleanliness which are next to Godliness.
- To encourage the students in Activity club, cultural programmes, Annual sports, wall magazines and college magazines.
- Making provision for intellectual pursuits and sports and Humanitarian Ethos.

File Description	Documents
Paste link for additional information	<a href="http://bankurasammilanicollege.net/images/uploads/Ethical%20Code%20of%20Conduct.pdf">http://bankurasammilanicollege.net/images/uploads/Ethical%20Code%20of%20Conduct.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

It is the Bankura Sammilani College that is an ideal example of the college's model of practising decentralization and participative management. Governing Body is the highest administrative body of the college as formed (tenure of 04 years) with the following members:-

- President is nominated by the State Government.
- Principal is the ex-officio Secretary of the GB.
- One Government nominee.
- Two University nominees.
- One Trust Body nominee ('Bankura Sannilani' mother body).
- One nominee from State Council of Higher Education.
- Three members from among the teaching staff.
- One member from the Non-teaching staff.
- One students' nominee [General Secretary of Student Union (council)].

All the vital decision related to finance, policy making, administrative and infrastructural developments are taken by the college GB. The Governing Body forms different committees like Finance Committee, Purchase Committee, Building Committee, Internal Complaints Committee, Anti-Raging Cell, IQAC, NAAC Core Committee etc.

Teachers' Council forms other committees, like Examination Committee, Admission Committee, Grievance Cell, Cultural Committee, Sports Committee, Women's Cell etc. Conveners of the respective committees are entrusted with the major responsibilities to convene the meetings and take decisions on their respective areas in a democratic manner.

File Description	Documents
Paste link for additional information	<a href="http://bankurasannilanicollege.net/governing_body.php">http://bankurasannilanicollege.net/governing_body.php</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

**Perspective Plan (2022 - 2027):-**

- To set-up second campus near Sarada Devi Girls' hostel.
- To equip faculty with the blended form of teaching and learning.
- More Academic Collaborations and Faculty Exchange Programmes with different educational institutions of

repute.

- To invite renowned scholars from different parts of India and abroad for giving extension lectures to the students and faculty of the college.
- Partnership with Business Houses/Companies for particular tenures.
- Academic and cultural exchange programmes with foreign institutions.
- Organize various science exhibitions/camps for school students.
- To maintain a Digital Library to support research activities and provide learning resources.
- To introduce more certificate and Add-on courses like Fashion Designing, Land measurement, etc. for equipping our students with new skills and preparing them for job-oriented market.
- More honours courses to be offered in Sociology, Media and Mass communications.
- Train students towards progression to higher education and placement.
- To introduce more Post Graduate courses in Zoology, Commerce, Mathematics, Bengali and History, Geography, Nutrition.
- To increase number of ICT enabled classrooms.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="http://bankurasammilanicollege.net/iqac.php">http://bankurasammilanicollege.net/iqac.php</a>
Upload any additional information	No File Uploaded

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

Day to day college administration is governed by the college Governing Body. Principal is the overall in-charge of the matters related to academic financial, administrative, internal quality including the issues related to the students, teaching staff, non-teaching staff. Bursar is in-charge of finance, accounts and college office, IQAC coordinator is in-charge of the quality initiatives in

academic and administrative fields, while the secretary of the Teachers' Council deals with the matters affecting teachers. Regarding appointment of the teaching staff, Governing Body issues appointment letters to the candidates, recommended by the West Bengal College Service Commission in accordance with the vacancy position as declared by the college to the said commission. In case of appointments of non-teaching staff, the college Governing Body issues appointment letters to a candidate only when the college gets permission for filling vacancy/s from the DPI, West Bengal. All the service rules related to leave, promotion, and retirement benefits are guided by the Govt. of West Bengal. Regarding procedure of payments of salaries of staff, the grant-in-aid pay-packet system as sanctioned by the DPI, West Bengal is mediated through the respective treasuries and deposited to individual bank account through HRMS portal of the Govt. of West Bengal.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="http://bankurasammilanicollege.net/images/uploads/Institutional%20Organizational%20Pattern.pdf">http://bankurasammilanicollege.net/images/uploads/Institutional%20Organizational%20Pattern.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

- Effective welfare measures for the teaching and non-teaching staff are one of the positive measures as taken by the college.
- Bankura Sammilani College follows the Employees Provident fund Scheme of the Government for substantive teaching and non-teaching staff of the college.
- Group Insurance Policy is there for substantive teaching and non-teaching staff of the college.
- Bankura Sammilani College Employees' cooperative credit society as registered under the West Bengal State Cooperative society was formed in the year 1962 and registered as per the Government rules vide registration number 7BK dt. 1/08/1962.
- The college provides festival advance to the SACT and non-teaching contingency staff as adjusted in equal instalments at 0% interest.
- On duty leaves are allowed to the teachers for attending Faculty Development Programme, seminars/workshops/conferences.
- Special rooms are provided to research supervisors for conducting research activities.
- Medical facilities are provided to the substantial staff under the State Health Scheme, while the same is provided to the SACT and non-teaching contingency staff, under the West Bengal 'Swasthya Sathi' scheme up to a limit of Rs. 5.00 Lakh.
- Governing Body of the college also extends cooperation to ill-paid staff with one-time financial help for their daughter's marriage, death of family member etc.

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

#### 6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

##### 6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0	
File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>
<b>6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year</b>	
<b>6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year</b>	
File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded
<b>6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)</b>	
<b>6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year</b>	
17	

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

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

- The institution has performance appraisal system for assessment of teaching and non-teaching staff. Every faculty member is provided with prescribed format for self-appraisal. The faculty members are encouraged to make excellent performance in teaching by the PAS reports.
- The Appraisal report is made on the basis of Annual Performance of the employees, their academic, research and other extracurricular activities.
- IQAC of the college reviews the appraisal report, as filled up by the faculty members in the given format.
- The data as furnished in the self-appraisal reports by the faculties are also helpful in their CAS processing during promotion.
- They are updated about their performance at each level of career advancement. If there is a scope for improvement on the part of the teachers, they are also advised to upgrade themselves. The whole system is carried out in a confidential manner. The respective teachers are informed about the same and suggestions are given.
- In case of non-teaching casual staff incentives are allowed by the Governing Body for better performances.
- However, overall report of the staff is reviewed by the college GB and final performance functioning status is set up in the office database with confidential records.

File Description	Documents
Paste link for additional information	<a href="http://bankurasammilanicollege.net/igac.php">http://bankurasammilanicollege.net/igac.php</a>
Upload any additional information	No File Uploaded

#### 6.4 - Financial Management and Resource Mobilization

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

The 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 four-member 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 and two senior teachers (From among the members of the Finance Committee) along with the principal. 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.

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

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

1.50



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

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

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 four-member 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 and two senior teachers (From among the members of the Finance Committee) along with the principal. 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.

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

#### 6.5 - Internal Quality Assurance System

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

It is the Internal Quality Assurance Cell (IQAC) of the college which has contributed significantly to the quality assurance strategies and processes of the college. IQAC organize orientation programmes for newly admitted students, department-wise each year. Principal, IQAC coordinator, Departmental teachers deliver their motivational lectures in this programme, so that, students get encouraged to study their own subjects with full energy, devotion and love. IQAC visits every department at regular intervals to observe departmental academic activities, inconveniences, grievances of students and staff (if any), requirements, and tries to fulfil the same through approaching the college Governing Body (wherever needed), as far as practicable. To enhance the students' communication skills, clear conception on the subject topics, IQAC motivates the departments to arrange students' seminars. To make the staff and students of the college well acquainted with the latest technological developments, current and burning topics IQAC arranges seminars, workshops etc., thus facilitating the staff and students for gainful interactions with the resource persons. Overall interest, related to the teaching-learning, evaluation of feedback from all stakeholders are made under the supervision of IQAC.

File Description	Documents
Paste link for additional information	<a href="http://bankurasammilanicollege.net/iqac.php">http://bankurasammilanicollege.net/iqac.php</a>
Upload any additional information	<a href="#">View File</a>

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

It is the IQAC of the college that periodically reviews the teaching learning process, structures and methodologies of operations and learning outcomes. A 5-member team including the Principal and IQAC coordinator make frequent visits to different departments to check the following: -

- Proper documentation.
- Organisation of seminars.
- Encouragement for more ICT based teaching.
- Online feedback of students as recorded with proper

documentation.

- Maintenance of batch wise, year wise and department wise results.
- Recordings of innovative teaching techniques (if any).
- Encouraging the students to take up free skill enhancement courses.

There are 16 ICT enabled classrooms and one smart class room where teachers use PPTs, videos, movies, document viewers to make the subject more relatable to the students.

Teachers share their interactive study materials, videos with the students through the college website, WhatsApp study groups and YouTube lectures.

A blended mode of learning has been implemented by the college even during the COVID-19

pandemic period. The college IQAC recognized the need of simple and free online tools to be implemented for the benefit of teachers with basic ICT skills and students from all the socio-cultural and socio-economic backgrounds.

File Description	Documents
Paste link for additional information	<a href="http://bankurasammilanicollege.net/iqac.php">http://bankurasammilanicollege.net/iqac.php</a>
Upload any additional information	<a href="#">View File</a>

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

**B. Any 3 of the above**

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

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

Gender inequality is a global problem. The females being weaker sex are always neglected and dominated by the males causing a discord in society. The college always favours the promotion of gender equality. It considers the gender balance as of utmost importance. Efforts are made to form the committees with the equal representation of the willing women members as far as practicable. NSS units of this college had arranged a webinar on 10/09/2021 on the topic 'POSCO ACT, 2012 and Gender Equality' with Dr. Aditi Kishore as the Event speaker. Women's cell of the college plays an active role in looking after the matters related to the health and hygiene along with gender sensitive issues of the female students and staff of the college. Internal complaints committee as formed by the college Governing Body in accordance with the Vishaka Guidelines keeps a constant watch over the gender issues, so that, girls' students are not harassed at any cost. Equal opportunities to both the male and female students are offered by the college in different kinds of activities of the NCC, NSS, including cultural, games and sports, extensive programmes etc.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="http://bankurasammilanicollege.net/safety_security.php">http://bankurasammilanicollege.net/safety_security.php</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**Solid Waste management -**

Bins are kept at each floor near classrooms, in laboratories, library, toilets. The solid and liquid wastes, as generated in the laboratories are collected separately with subsequent separate disposal. The solid wastes as collected from the garden and vegetable wastes are used in vermicomposting pit to generate manure, which is used in college gardening purpose.

**Liquid Waste Management -**

In some science departments like Chemistry, Zoology, Botany and Microbiology liquid wastes are generated. Special bins are kept in the laboratories where used Chemicals are

disposed of and in another bin broken glasses are thrown.

In the department of Chemistry there are two separate bins containing both halogenated and nonhalogenated disposable water.

For managing the biomedical wastes 03 coloured dustbins is used like:

- Blue colour dustbin is meant for glass goods (damaged and broken).
- Red colour is meant for plastic wastes (non-degradable).
- Yellow colour is meant for animal and plant wastes after practical classes.

#### E-waste Management -

The waste computers and computer peripherals are first marked as scraps by the respective departments. The Purchase Committee with the help of department of Computer Science and M/S Gorai Solutions, the scraps are then sold to the local agent with a minimal price.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="http://bankurasammilanicollege.net/album_details.php?albId=5">http://bankurasammilanicollege.net/album_details.php?albId=5</a>
Any other relevant information	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.1.5 - Green campus initiatives include

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. Landscaping with trees and plants**

**B. Any 3 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

### 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following**  
**1. Green audit**  
**2. Energy audit**  
**3. Environment audit**  
**4. Clean and green campus recognitions/awards**  
**5. Beyond the campus environmental promotional activities**

**B. Any 3 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

**B. Any 3 of the above**

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

**7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).**

**Our college registers cohesion of diverse group of students**



like Hindu, Muslim, Christian etc. More than 30% students belong to SC/ST communities. The college never allows any kind of communal feelings among the students coming from different socioeconomic groups. The teaching and non-teaching staff of the college are equally cordial to students of all communities, linguistic and regional categories. The college follows strictly the government guidelines in facilitating the financial help in respect of scholarship for different communities and castes. In respect of cultural activities, the college has encouraged the formation of special tribal group of students performing their own style of music and dance on different occasions of the college. The slum children from various communities were allowed to take part in the cultural programmes, 'sit and draw' competitions, recitations etc. with proper refreshments. A drama was staged on 15/02/2022 by the NSS volunteers on the occasion of 'Jal jagoron', a central Government project on communal harmony in front of an audience of 102 persons. Even, during the awareness programme on gender equity at the college campus, the matter of providing equal opportunities to the male and female students of all communities is always sensitized among the students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The constitutional obligations like values, rights, duties and responsibilities are encouraged in the staff and students of the college through different types of activities. They feel a sense of unity, nationalism whenever the memorable days like Independence Day, Republic Day, and birth days of our great national heroes and other personalities are observed at the college campus. National Anthem, as sung in these programmes, creates in us the sense of belonging, pride and sense of unity in diversity. Teachers with their man making, character making and life building assimilation of ideas remind our students with their responsibilities and

constitutional obligations. Three courses are run by the college like Political Science core courses, Generic Elective course and Programme course. NSS volunteers are sensitized to do extensive works in the adopted villages through cleaning the surrounding environment, water bodies, arranging literacy programmes, AIDS and Drug awareness programmes, awareness against the misuse of water etc. Students from different departments have regularly participated in the events like Youth Parliament Competition organized in different institutions. We are proud to say that our students show remarkable performances in the Youth Parliament competition as organized by Govt. of West Bengal achieving top positions in the past years.

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

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

**4. Annual awareness programmes on Code of Conduct are organized**

**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

With an aim to inculcate human values among the students Bankura Sarmilani College celebrates several national and international commemorative days, events and festivals throughout the year.

Commemorative Day

Date

Purpose

Independence Day

15th August

To commemorate Indian's independence from British rule

Republic Day

26th January

To mark the establishment of Indian constitution

World Environment Day

5th June

To create awareness on environmental pollution.

International Mother language day

21st February

To promote awareness about the diversified language and culture across the world.

Birthday of Mahatma Gandhi

2nd October

Propagation of the philosophy and ideology of Mahatma Gandhi among the students.

Birthday of Swami Vivekananda/National Youth Day

12th January

To infuse the ideas of Swami Vivekananda

Birthday of Rabindranath Tagore

9th May

To disseminate the knowledge of cultural diversity and sense of unity

Birthday of Netaji Subhas Chandra Bose

23rd January

To arouse the sense of patriotism, nationalism

Pandit Iswar Chandra Vidyasagar

26th September

To create sense of social service

Dr. Sarbapalli Radhakrishnan

5th September

Paying tribute to the teachers

International Yoga Day

21st June

To create awareness about the importance of yoga

World AIDS Day

1st December

To create awareness on vital effects and cause of spreading of AIDS

World anti-Tobacco Day

31st May

To create awareness against the ill-effects of smoking

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

## 7.2 - Best Practices

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

### Best Practice 1 - COVID-19

**Objective:-** Global outbreak of COVID-19 Pandemic has caused death of millions of people in India and other countries.

**The Practice:-** A number of webinars on different aspects of COVID-19 pandemic had been organized by the IQAC along with different departments of the college. In addition, donation two oxygen concentrators to the Bankura Sammilani Medical College & Hospital, distribution of masks, sanitizers to the local residents have been taken by the NSS volunteers along with some students' representatives & NCC cadets of our college.

**Best Practice 2:- Community Services**

**Objective:-** Purpose of education is not only the enlightenment of the self, but also helping the people at our surroundings, selfless service to the society at the same time.

**The Practice:-** IQAC had also started an education program in collaboration with the 'Bohurupi Mukhoser Arale', an educational welfare organization.

**Service for street Animals and Birds:-** It is our NSS volunteers who regularly care for the birds and the street animals like dog, cow, cats etc. in collaboration with another welfare organisations like 'Abola'.

It is worth mentioning that some other welfare organisations like 'Byeticrom', 'Dhulokona', 'Hitaisi' have come forward to make collaborative service works, e.g., Blood donation camp, Awareness programme on plastic, drugs, women empowerment, misuse of water, dengue, leprosy, AIDS, Environmental pollution etc.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.3 - Institutional Distinctiveness**

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

Bankura Sammilani College is one of the traditional colleges in the district of Bankura, being modern and technically updated one. Introduction of on-line activities in every academic as well as administrative field like admission, class teaching, examination, evaluation of answer scripts and uploading of marks to the University portal for timely publication of results is one such area distinctive to its priority and thrust in this college. Although many poor students could not attend the classes initially owing to lack of smart phones, teachers would pay special attention to them by taking special classes. Even individual academic help was

also made during the COVID-19 pandemic situation by calling absentee students in the college campus maintaining the COVID-19 Government protocol. The arrangements of webinars by different departments in collaboration with IQAC have been made through the on-line system. Other official works related to accounts, audits, through CAMS software providing official data through 'West Bengal Government's 'Banglar Ucchasiksha Portal', leave account, pension benefits of the staff, providing data to AISHE portal, salary billing through HRMS portal, Library activities through SOUL (Software of University Library) etc. are some of the examples of on-line activities of the college.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

- To build-up second campus near Sarada Devi Girls' hostel.
- To introduce more certificate and Add-on courses like Fashion Designing, Land measurement, etc. for equipping our students with new skills and preparing them for job-oriented market.
- More Academic Collaborations and Faculty Exchange Programmes with different educational institutions of repute.
- To invite renowned scholars from different parts of India and abroad for giving extension lectures to the students and faculty of the college.
- Academic and cultural exchange programmes with foreign institutions.
- Organize various science exhibitions/camps for school students.
- To maintain a Digital Library to support research activities and provide learning resources.
- Purchases of new books from the college fund for the college library as per CBCS syllabus.
- More honours courses to be offered in Sociology, Media and Mass communications.
- Train students towards progression to higher education and placement.

- To increase number of ICT enabled classrooms.
- Electrification of the RUSA New building near 'Maa Sarada' Girls' Hostel as soon as the college receives the due amount of Rs 50.00 Lakh from the RUSA authorities.