The Annual Quality Assurance Report (AQAR)

2010 - 2011

BANKURA SAMMILANI COLLEGE

P.O.- KENDUADIHI, DIST. – BANKURA

WEST BENGAL, PIN - 722102

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The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

2010-2011

1. Details of the Institution

1.1 Name of the Institution

BANKURA SAMMILANI COLLEGE

1.2 Address Line 1

P.O.- KENDUADIHI

Address Line 2

DISTRICT - BANKURA

City/Town

BANKURA

State

WEST BENGAL

Pin Code

722102

Institution e-mail address

bankurasammilanicollege@gmail.com

Contact Nos.

| (03242) 250741

9474325047 |
| --- |

Name of the Head of the Institution:

DR.SAMIR KUMAR MUKHERJEE

Tel. No. with STD Code:

(03242) 250741

Mobile:

9474325047

Name of the IQAC Co-ordinator: DR. SWAPAN MUKHOPADHYAY

Mobile: 9474191258

IQAC e-mail address: bsciqac@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

OR

1.4 **NAAC Executive Committee No. & Date:** EC/38/074
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address: www.bankurasammilanicollege.net

Web-link of the AQAR: www.bankurasammilanicollege.net/aqar.htm

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+	75.40	2006	02.02.2006-01.02.2011
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY 27.02.2006

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and
Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

   i. AQAR **2010 - 2011**   **submitted to NAAC on (08/10/2015)**
  ii. AQAR_____ _____ (DD/MM/YYYY)
 iii. AQAR_____ _____ (DD/MM/YYYY)
 iv. AQAR_____ _____ (DD/MM/YYYY)

1.9 Institutional Status

University   State [✓]   Central [ ]   Deemed [ ]   Private [ ]

Affiliated College   Yes [✓]   No [ ]

Constituent College   Yes [ ]   No [✓]

Autonomous college of UGC   Yes [ ]   No [✓]

Regulatory Agency approved Institution   Yes [ ]   No [✓]

  (eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [✓]   Men [ ]   Women [ ]

                    Urban [✓]   Rural [ ]   Tribal [ ]

Financial Status   Grant-in-aid [✓]   UGC 2(f) [✓]   UGC 12B [✓]

                  Grant-in-aid + Self Financing [ ]   Totally Self-financing [ ]

1.10 Type of Faculty/Programme

Arts [✓]   Science [✓] Commerce [✓] Law [ ]   PEI (Phys Edu) [ ]

TEI (Edu) [ ] Engineering [ ]   Health Science [ ]   Management [ ]

Others   (Specify) [.]

1.11 Name of the Affiliating University *(for the Colleges)*   THE UNIVERSITY OF BURDWAN

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University   N.A.

University with Potential for Excellence   N.A.   UGC-CPE   N.A.

DST Star Scheme	N.A.	UGC-CE	N.A.
UGC-Special Assistance Programme	N.A.	DST-FIST	N.A.
UGC-Innovative PG programmes	N.A.	Any other (*Specify*)	N.A.
UGC-COP Programmes	N.A.		

2. IQAC Composition and Activities

2.1 No. of Teachers   08

2.2 No. of Administrative/Technical staff   02

2.3 No. of students   01

2.4 No. of Management representatives   01

2.5 No. of Alumni   01

2. 6 No. of any other stakeholder and
       community representatives   01

2.7 No. of Employers/ Industrialists   01

2.8 No. of other External Experts   03

2.9 Total No. of members   18

2.10 No. of IQAC meetings held   04

2.11 No. of meetings with various stakeholders: No. [21]   Faculty [11]

Non-Teaching Staff Students [04]   Alumni [02]   Others [04]

2.12 Has IQAC received any funding from UGC during the year?   Yes [ ]   No [✓]

If yes, mention the amount [N.A.]

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. [ ]   International [ ]   National [ ]   State [02]   Institution Level [01]

(ii) Themes

> 1. Evolution of human rights through ages.
> 2. Windows in Chemistry.

2.14 Significant Activities and contributions made by IQAC

> 1. To promote research activities.
> 2. To encourage faculty members for attending seminars, refresher courses, workshops etc.
> 3. To encourage the students for participating in social activities.
> 4. To take initiative for recruitment of teaching and non-teaching staff of the college.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. To introduce Computer Sc.(Hons) and Nutrition Sc(Hons).	1. New courses like Computer Sc. (Hons) and Nutrition Sc. (Hons) have been opened.
2. To complete the construction of Physics Laboratories.	2. The construction work of Physics Laboratory has been completed.
3. To construct the cycle stand for college students at Rabindra Chhatrabas Campus.	3 .The construction work of cycle stand has been started.

4. To initiate the new set up for the laboratories of the departments like Zoology, Mathematics and Nutrition Science.	4 (i) The provision for new set-up for Nutrition Sc. Laboratory has been started. (ii) Construction of partition walls at the ground floor of Golden Jubilee Building to set up of laboratories for the department of Mathematics and Zoology.
5. To complete the sound system set-up in the seminar hall (Auditorium Hall).	5. The set up of sound system in of Auditorium Hall has been completed.
6. To take initiative for adopting modern teaching method.	6. For Modern Teaching method equipments like L.C.D. Projectors, OHP, Laptops have been purchased from UGC fund.
7. To take initiative for construction of New Girl's Hostel.	7. The construction of Ground floor of New Girls Hostel has been started by PW(CB) Dte., Bankura Division, Govt. of West Bengal.
8. To take initiatives for recruitment of teachers and non-teaching staff of the college.	8. Three teachers have been appointed on the recommendation of WBCSC and on the other hand six Guest Lecturers and four contingency non-teaching staff have also been appointed by the college authority.
9. To take initiative for general Research project works.	9. Three major project and minor project works have been going on under the supervision of respective teachers as Principal Investigator.
10. To purchase High capacity generator for the college.	10. 62.5 KV generator (Kirloskar Green) has been purchased from the UGC fund.

Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes ☑   No ☐

Management ☐   Syndicate ☐   Any other body ☐

Before submitting to the NAAC Bangalore, the AQAR prepared by IQAC is placed before the Governing Body. The Governing Body discusses the report in detail and recommended the suggestions which are later considered in the IQAC meeting and subsequently the report has been prepared for final submission.

1) To cater to the demand of the local students and guardians for opening Computer Science (Hons.) and Nutrition Science (Hons.)
2) To make the college campus clean and pollution free.
3) To make the teaching learning process more interesting impressive and Practical based.
4) To complete the annual educational curriculum within the scheduled teaching days.
5) To render the hostel facilities to more number of female students from the remote areas of the district and vicinities.
6) To promote the research culture among the teaching staff and students.
7) To get 24 hour power back up in the college.

ANNEXURE: - I   ACADEMIC CALENDER   2010- 11

MONTH	EVENTS
JULY	Admission and commencement of classes NSS Plantation Programme
AUGUST	Fresher's Welcome (organized by Students Union) Independence Day Celebration 1st Guardian Meet
SEPTEMBER	Celebration of College Foundation Day, Teachers' day Celebration Departmental Fresher's Welcome Unit Test- I (1st year), NSS Day Celebration
OCTOBER	Annual Social & Cultural activities Annual Exhibition, Quiz contests and Group Discussion Puja Vacation (11.10.2010 –08.11.2010)
NOVEMBER	Remedial classes – Phase I Students' Seminar, NSS Blood Donation Camp
DECEMBER	Local or Long Field Excursion, 2ND Guardian Meet Unit Test- II (1st, 2nd & 3rd Year) , NSS Awareness Programme
JANUARY	Republic day Celebration- Activities of NCC Remedial classes – Phase II Students' Election and Union formation. RD parade camp
FEBRUARY	Annual Sports, Test Examination , NSS Special Camp Classes for Entry into Services
MARCH	University Part-III Examination Continuation of 1st and 2nd Hons. classes Remedial classes – Phase III (1st and 2nd year only)
APRIL	University Part-III Examination, Campus Selection Classes for Entry into Services
MAY	Summer Recess & University Part-I Examination
JUNE	University Part-II Examination commencement of admission process
	No. of Holidays for the session (excluding Sundays): 58

Part-B

Criterion-I   2010-11
Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of Programmes added during the year	Number of self-financing programmes	Number of value added/Career Oriented programmes
PhD				
PG				
UG	B.A/B.Sc./B.Com. 13 (Honours) & 4 (General)	02	NIL	1
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total				
Interdisciplinary				
Innovative				

✓

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option/Open option
        (ii)Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	✓

1.3 Feedback from stakeholders* Alumni ✓   **Parents** ✓   **Employers**   **Students** ✓
(On all aspects)

Mode of feedback : Online   **Manual** ✓   **Co-operating schools (for PEI)**

- **Please provide an analysis of the feedback in the Annexure**

1.4 Whether there is any revision/ update of regulation or syllabi, if yes, mention their salient aspects.

As per Burdwan University regulation.

1.5 Any New Department /Centre introduced during the year. If yes give details.

Philosophy- Burdwan University Affiliation No: IC/Affln/10-11/P/32/196. dt. 20.05.2010. Geography-   Do   - IC/Affln/10-11/P/32/195. dt.20.05.2010

Annexure - II

Feedback Analysis Report (Students/ Guardians / Alumni)

At the end of each year we have taken students feedback of all faculty members based on some questionnaire. A detailed analysis of feedback is worked out with figures for improvement in teaching. The complete record of feedback analysis is kept updated in the college office.

Meeting with Students

01.07.2010:- A meeting with students is held on 01.07.2010 in room no 106 to consider the students demand for making the Microbiology Lab Air Conditioned as quick as possible .They also place their demand for introducing Honours courses in Philosophy & Geography. They also earnestly placed their proposal to reschedule the Commerce section from morning hours to day and most importantly to install a powerful generator solving the problem of frequent power cut in the college that hampers Laboratory works, official works and classes. The members present in the meeting give a very patient and silent hearing to the feedback of the students and also assure them to fulfill their demand as per the financial capability and other resources available to the institution. The meeting ends with thanks to the chair.

23.08.2010:- A meeting to review the students feedback and also the development in various fields is held on 23.08.2010. Students proposal for making the Microbiology Lab air-conditioned is successfully done a few days ago. The authority is happy to inform all concerned that a high powered (62.5KVA) generator is bought and successfully installed to cater to the electricity demand of the college at the time of load shedding. The proposal for rescheduling of commerce section from Morning to Day is under consideration. The college has to face severe

space- crunch and the second floor above the library building is being built with maximum sincerity and speed. It is expected to reschedule the classes in the coming session.

Meeting with Parents

20.08.2010:- A meeting with parents is held on 20.08.2010 in room no 106 to consider their parents proposal for completing the construction of college cycle stand as soon as possible. They also proposed for checking the entry of outsiders to the college to maintain healthy and safe academic environment.

04.12.2010:- Given the parents' proposal for engaging the guards at the two gates of the college, the Governing Body sanctioned the engagement of guards and direct the college principal to recruit guards from the local agency with their minimum rates of remuneration. The parents present in the meeting are highly satisfied with the generous gesture of the college authority which is very eager to maintain the healthy academic atmosphere in the campus. The G.B sincerely ponders over the financial health of the institution. Yet it is done to fulfill the proposal of the parents.

Meeting with Alumni

26.07.2010:- A meeting with alumni members is held on 26.07.2010 in room no 106 to have a few interaction with them in various academic matters including the problem of some students for 2011-2012 session who have not yet been able to take admission in any college. The college authority earnestly listens to their proposal and consents to accommodate some deprived students obviously not ignoring the criteria of merit based admission.

12.08.2010:-A meeting with alumni members is held in room no 106 on 12.08.2010. As per the alumni's proposal for admitting some students who could not take admission in any college, the authority gives consent to admit 35 needy students on the basis of their merit. The message is conveyed to the alumni members and the decision is highly applauded by them.

Teaching, Learning and Evolution

2.1 TOTAL NUMBER OF PERMANENT FACULTY:-

TOTAL	ASSISTANT PROFESSORS	ASSOCIATE PROFESSORS	PROFESSORS	OTHERS
72	**21**	**12**	**NIL**	**39**

2.2 NUMBER OF PERMANENT FACULTY WITH Ph. D. | **17** |

2.3 NUMBER OF FACULTY POSITIONS RECRUITED (R) AND VACANT (V) DURING THE YEAR

ASSISTANT PROFESSORS		ASSOCIATE PROFESSORS		PROFESSORS		OTHERS		TOTAL	
R	V	R	V	R	V	R	V	R	V
NIL	**16**	**NIL**	**NIL**	**NIL**	**NIL**	**NIL**	**NIL**	**NIL**	**16**

2.4 NUMBER OF GUEST AND VISITING FACULTY AND TEMPORARY FACULTY

GUEST PROFESSORS	VISITING FACULTY	TEMPORARY FACULTY
-	-	00

2.5 FACULTY PARTICIPATION IN CONFERENCE AND SYMPOSIA:

NUMBER OF FACULTY	INTERNATIONAL LEVEL	NATIONAL LEVEL	STATE LEVEL
ATTENDED	01	08	02
PRESENTED PAPERS	01	03	
RESOURCE PERSONS			

2.6 INNOVATIVE PROCESSES ADOPTED BY THE INSTITUTE IN TEACHING AND LEARNING:

1. Tutorial classes taken.

2. Class test taken at certain intervals.

3. Audio visual methods used.

4. Question- Answer Session.

5. Field works.

2.7 TOTAL NUMBER OF ACTUAL TEACHING DAYS DURING THIS ACADEMIC YEAR:

2.8 EXAMINATION/EVALUATION | **181** | **REFORMS INITIATED BY THE INSTITUTE:**

1. Double valuation

2. Photocopy

2.9 NUMBER OF FACULTY MEMBERS INVOLVED IN CURRICULUM RESTRUCTURING/ REVISION/ SYLLABUS DEVELOPMENT AS MEMBER OF BOARD OF STUDY/ FACULTY/ CURRICULUN DEVELOPMENT WORKSHOP

3

2.10 AVERAGE PERCENTAGE OF ATTENDANCE OF STUDENTS:

75%

2.11 COURSE/ PROGRAMME WISE DISTRIBUTION OF PASS PERCENTAGE:

TITLE OF THE PROGRAM	TOTAL NUMBER OF STUDENTS APPEARED	DIVISION				
		I	II	P	TOTAL	PASS %
B.Sc. (Hons)	89	29	28	-	57	64.04
B.Sc. (Gen)	86	01	16	23	40	46.51
B.A. (Hons)	109	08	82	-	90	82.56
B.A. (Gen)	226	02	33	63	98	43.36
B.Com.(Hons)	19	08	05	-	13	68.42
B.Com. (Gen)	03	00	00	01	01	33.33

2.12 HOW DOES IQAC CONTRIBUTE/ MONITOR/ EVALUATE THE TEACHING AND LEARNING PROCESSES:

IQAC contributes by :-

1. **Closely and continuously monitoring the performance of teachers**

2. **Obtaining feedback from students**

3. **Encourage teaching staff to maintain daily diaries to enable self assessment**

4. **Encourage teachers to organize and participate in seminars, workshops**

2.13 INITIATIVES UNDERTAKEN FOR FACULTY DEVELOPMENT:

FACULTY/ STAFF DEVELOPMENT PROGRAMS	NUMBER OF FACULTY BENEFITTED
REFRESHER COURSES	**03**
UGC – FACULTY IMPROVEMENT PROGRAM	
HRD PROGRAMS	
ORIENTATION PROGRAMS	**03**
FACULTY EXCHANGE PROGRAMS	
STAFF TRAINING CONDUCTED BY THE UNIVERSITY	
STAFF TRAINING CONDUCTED BY OTHER INSTITUTES	
SUMMER/ WINTER SCHOOLS, WORKSHOPS ETC	
OTHERS	

2.14 DETAILS OF ADMINISTRATIVE AND TECHNICAL STAFF:

CATEGORY	NUMBER OF PERMANENT EMPLOYEES	NUMBER OF VACANT POSITIONS	NUMBER OF PERMANENT POSITIONS FILLED DURING THE YEAR	NUMBER OF POSITIUONS FILLED TEMPORARILY
ADMINISTRATIVE STAFF	**14**	**13**	**NIL**	**03**
TECHNICAL STAFF	**12**	**07**	**NIL**	**13**

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

IQAC convinces teachers to carry out major and Minor research projects in the institute. IQAC also assures the teachers to give up the proper facilities to carry out the research work.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	01	01	NIL
Outlay in Rs. Lakhs		19,20,000/-	19,36,000/-	NIL

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	NIL	01	01
Outlay in Rs. Lakhs	2,00,000/-		1,31,000/-	3,00,000/-

3.4   Details on research publications

	International	National	Others
Peer Review Journals		03	
Non-Peer Review Journals			
e-Journals	04	01	
Conference proceedings		00	

3.5 Details on Impact factor of publications:

Range [   ]   Average [   ]   h-index [   ]   Nos. in SCOPUS [   ]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2011-2013	CSIR-HRD	19,36,000/-	8,50,000/-
Minor Projects	**2010-2012**	UGC/ MINOR	1,31,000/-	91.000/-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	---
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	--
Any other(Specify)	-	-	-	-
Total			20,67,000/-	941000/-

3.7 No. of books published   i) With ISBN No. | 03 | Chapters in Edited Books | 0 |

ii) Without ISBN No. | 02 |

3.8 No. of University Departments receiving funds from

UGC-SAP | | CAS | | DST-FIST | |

DPE | | DBT Scheme/funds | |

3.9 For colleges   Autonomy | | CPE | | DBT Star Scheme | |

INSPIRE | | CE | | Any Other (specify) | Receiving funds from CSIR-HRD, UGC, DST. |

3.10 Revenue generated through consultancy | Rs. 24,938/- (Webel Computer Centre) |

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	NIL	NIL	02	NIL	
Sponsoring agencies	NIL	NIL	NIL	NIL	

3.12 No. of faculty served as experts, chairpersons or resource persons | 3 |

3.13 No. of collaborations   International | 0 | National | 0 | Any other | 0 |

3.14 No. of linkages created during this year | 0 |

3.15 Total budget for research for current year in lakhs :

From Funding agency | | From Management of University/College | |

Total | |

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

3.17 No. of research awards/ recognitions   received by faculty and research fellows
   Of the institute in the year

Total	International	National	State	University	Dist	College
01				01		

3.18 No. of faculty from the Institution   02
   who are Ph. D. Guides
   and students registered under them   2

3.19 No. of Ph.D. awarded by faculty from the Institution   01

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF   0   SRF   0   Project Fellows   0   Any other   0

3.21 No. of students Participated in NSS events:

University level   0   State level   0

National level   0   International level   0

3.22 No. of students participated in NCC events:

University level   0   State level   0

National level   0   International level   0

3.23 No. of Awards won in NSS:

University level   0   State level   0

National level   0   International level   0

3.24 No. of Awards won in NCC:

University level   0   State level   0

National level   0   International level   0

3.25 No. of Extension activities organized

University forum   0   College forum   1

NCC   2   NSS   1   Any other   1

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Organize   Science Exhibition, Health and environmental awareness programme were organized by the students.

- Blood donation camp and plantation were organized by the NSS Units at college campus.

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4015 sq.mt (College campus) 16.507 Acre (With play ground and Hostels)	-	-	16.507 acres
Class rooms	16	-	-	16
Laboratories	16	3	College fund	19
Seminar Halls	1	-	-	1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	1	2	UGC Fund	3
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	7,19,267	-
Others	-	-	-	-

4.2 Computerization of administration and library

> Office administration and central library are partially computerized

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	32131	3213000	1011	201125	33142	3414225
Reference Books	9506	2851000	252	178588	9756	3029588
e-Books						
Journals	360	6000	36	780	396	6780
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	23	9				5	7	2
Added	28	7				-	11	10
Total	51	16				5	18	12

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

> Teachers are trained in computer applications in Orientation and Refresher courses. Software like SOUL, CAMS are available for library and administrative work. Internet facilities are provided to the students and college staff.

4.6 Amount spent on maintenance in lakhs :

i) ICT   0.87

ii) Campus Infrastructure and facilities   0.99

iii) Equipments   0.25

iv) Others   -

Total :   2.11

5. **Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Service:

• The students are divided into groups & subgroups and teachers are assigned for each group to solve their problems.
• The groups are encouraged to face interview in private and public sectors.
• The assigned teacher encourages group discussion among the students so that they can shrug off their shyness and other limitations.
• The committee tries to enhance the awareness among the students by giving positive support in academic as well as social field.

5.2 Efforts made by the institution for tracking the progress:

• Remedial coaching classes are taken regularly.
• Study materials are given to the students, especially backward students.
• Unit tests are taken regularly.
• Many cultural and academic programmes are organized to trace talent and creative potentiality latent in students.

5.3 (a) Total numbers of students:

UG	PG	Ph. D.	Others
2145			

(b) Number of students outside the state:

11

(c) Number of international students:

NIL

Men:

No.	%
1458	67.97

Women:

No.	%
687	32.03

Last year							This year						
General	*SC*	*ST*	*OBC*	*PWD*	*MIN*	*Total*	*General*	*SC*	*ST*	*OBC*	*PWD*	*MIN*	*Total*
1375	318	117	350	13	62	2235	1281	348	105	354	16	41	2145

Demand ratio: 1:5.45   **Dropout (%):** 18%

5.4 Details of student support mechanism for coaching for competitive examination (if any):

- Remedial Coaching classes are regularly held especially for the Backward Students.

- Entry into Services coaching Classes are regularly held for the registered students.

- Materials are given to participants to face competitive examinations.

- Under the Leadership of Assigned teachers group discussion among students are regularly held.

- Remedial coaching classes are held for the Backward students.

Number of student beneficiaries:

488
(315+173)

5.5 Number of students qualified in these examinations:

NET	*SET/SLET*	*GATE*	*CAT*	*IAS/IPS etc.*	*State PSC*	*UPSC*	*Others*
4		5			04		30

5.6 Details of student counseling and career guidance:

Date	Agency
08/01/2011	JMJ Education Society (Acharya Institutes) Soldevanahalli,Hesaraglatta Road ,Bangalore 560090, Karnataka,India,www.achary.co.in. Ph- 08028396011, 28376431, Fax- 08023700242
22/03/2011	Motivation classes for M.Sc entrances conducted by Dept. of Zoology. Motivations :- Pass out students and teachers.

Number of student beneficiaries:

130

5.7 Details of campus placement:

On campus			Off campus
Number of organization visited	*Number of student participated*	*Number of student placed*	*Number of student placed*

5.8 Details of gender sensitization programmes:

5.9 Student activities:

5.9.1 Number of students participated in Sports & Games:

State/University level	National level	International level
04	NIL	NIL

5.9.2 Number of students participated in cultural events:

State/University level	National level	International level
03	NIL	NIL

5.9.3 Number of medals/awards won by students in Sports & Games/cultural events:

District Level	State/University level	National level	International level
06 (Sports & Games)	NIL	NIL	NIL
02 (Cultural events)	NIL	NIL	NIL

5.10 Scholarships and financial support:

	Number of students	Amount
Financial support from institution	299	1,87,500/-
Financial support from government	323 (229+94)	11,04,000/-
Financial support from other sources	17	11,900/-
Received International/National recognitions	___	___

5.11 Student organized/initiatives:

	State/University level	National level	International level
Fairs			
Exhibition	01(College Level)		

5.12 Number of social initiatives undertaken by the student:

05

5.13 Major grievances of students (if any) redressed:

1. To increase the intake capacity

2. Keeping guard at the college gates.

3. To renovates the students' toilets and sufficient water.

4. to start the classes of commerce section from 9.00 AM.

5. To complete the construction works of college cycle stands.

6. Making Microbiology room air conditioned.

7. To connect the generator line to students' council office.

8. To check the entry of the outsiders.

9. To allot one hardware laboratory in the Department of Computer Science.

10. To renovate the Girls' common room.

6. *Governance, Leadership and Management*

6.1 *State the Vision and Mission of the institution*

Vision

Situated in a poor district like Bankura at the south- western fringe of West Bengal, the college has very clearly evolved a vision that aims at ameliorating the condition of the people who are socially oppressed and traditionally marginalized. True education, our vision enunciates, does not consists in simply being taught sudden facts but training the mind to think. The vision also brackets the ideals of Swami Vivekananda who defined education as "manifestation of perfection already in man".

As the institution is situated in one of the backward districts of the western part of West Bengal the primary mission of the institute is to bring equitable development in its surroundings through higher education that combines global trends with value-based nurturing for enlightening them. Since its establishment on 1ˢᵗ September,1948 by a registered society ' Bankura Sammilani' with a vision for the spread of general education among the people of the area mainly comprising of SC, ST & poor agricultural families, the college grow into a leading institution under Burdwan University as a multi-faculty co-ed college

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Mission:

1) To Provide quality education and to achieve excellence in Higher Education conveying the opportunities of Higher education to the society for their uplift in future.
2) To bridge the hiatus between the teacher and the taught with academic acumen.
3) To extend necessary platform for education to include the local youth of the backward areas and ensuring the participation all stakeholders in the development process of the institution.
4) To dream together to make it a reality making students aware of qualities latent in them and manifest them to perfection.
5) To grow the qualities of leadership, teamspirit, magnanimity, morality and perfection among the students with making them alert about all round development of the institution by adopting the modern and updated knowledge in teaching learning process.
6) Optimal use of available human and natural resources for socioeconomic development providing job oriented knowledge of higher education for the development of the youth.
7) To create halcyon academic atmosphere which is pre-requisite to the excellence in the field of learning and culture.
8) To encourage the students to revive morality, sacrifice, spirituality and other human values in the modern age of consumerism and self aggrandizement.
9) To encourage all especially the women folk about their liberty and equality.
10) Making all the members of the society aware of human rights, culture, heritage ethics and cleanliness which is next to Godliness.

6.2 Does the institution has a management information system

By following the Govt. guidelines, the Management of the College under the leadership of Principal formulates the quality policy and plans of the institution. All the teaching and non-teaching staffs play the vital role for its implementation. The Governing Body of the College constitutes different sub-committees under the convenership of a teaching staff for conducting purchase, admission, examination, extension activities, cultural activities, infrastructural development etc. for offering healthy campus. Teaching and non-teaching staff are always involved in monitoring the day-to-day activities of the College. The principal communicates the decision of the Governing Body to the respective committee and any difficulty faced at any stage is amicably settled in Governing Body meeting. The faculties give their best for the growth of the College.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

The college is affiliated to The University of Burdwan. The affiliating university has the authority to develop curriculum for the undergraduate and post-graduate studies. There is little scope of internal curricular designing. However, college teachers who are member of the Curriculum Development Committee of the university can put their valuable suggestions regarding the curriculum development in the subject concerned. Every department has its own academic calendar to run and complete the syllabus.

.6.3.2 Teaching and Learning

The college adopts following innovative processes in teaching and learning:

The faculties of each department meet at the beginning of each academic session for syllabus assignments, contents, fix dates for the tests and prepare the academic calendar of that session.

Academic Calendar ensures clarity, co-ordination, planning and distribution of classes properly.

To make the curriculum interesting and effective for the students, the College has adopted learner-centric education approach, academic planning, using of improved and modern teaching learning aids.

The laboratory based departments of the College are provided with spacious and well-equipped laboratories according to the revised syllabus required for practical classes.

The departments organize students' seminars, quiz contests, debates etc. to encourage the young mind.

Technology enabled Teaching Learning process practiced in college. LCD projectors and overhead projectors are used for teaching regularly.
The Honours departments also organize seminars.

Field study, Project work, educational tours are also carried out by some departments of the College.

6.3.3 Examination and Evaluation

Class tests at regular interval are arranged by the departments.

Annual Test examination held, students need to qualify to appear in University exams.

The answer scripts of such tests are shown to the students. Suggestion for further improvement is given to the students.

6.3.4 Research and Development

- Encouragement and assistance to the faculty members to carry out research activities. Provide infrastructure facilities to carry out Minor & Major Research Project (MRP) as well as required permission for bringing out various research projects from various organizations, provide required permission and leave to attend Orientation Programmes, Refreshers Courses and workshops organized by the Academic Staff Colleges of the various Universities.
- Encouraging paper presentations by the faculty members in different International and National conferences and arranging leave for the same. Encouraging the teachers to attend Seminars, Workshops etc. organized by other Colleges and Universities in West Bengal as well as outside the state.
- Organizing Seminars and Workshops on different subjects related to popular interest as well as frontier areas of research by the different departments of the College to attract eminent scholars to visit the College and interact with teachers and students.
- The IQAC cell as well as Research Committee of our College opens the space and provision for all the teachers of the respective departments for paper presentations to encourage and support research activities and development.
- One well equipped research laboratory for the Department of Chemistry are running smoothly and another research laboratory of the same department is under construction.

6.3.5 Library, ICT and physical infrastructure / instrumentation

*The physical infrastructure has been remarkably improved/ developed. The Central Library of the College is spacious (almost of 2000 sq.ft), equipped and well lighted with well furnished reading room facilities. It has a stock of **42898** books and various important journals.*
New books have been purchased every year.
New computers have been added to the library.

Latest books and journals are purchased and subscribed to every year.

Internet service has been made available to the library users.

Honours Departments have well-stocked individual seminar libraries for the use of their students.

6.3.6 Human Resource Management

The human resource of the college is managed in a free and democratic manner. For the management of the students' affair, the college has a students' union whose elections are held annually as per university statutes. The teachers' council and the non-teaching staff association look after the affairs of the teaching and non-teaching staff respectively. Above all, there is a Governing Body that manages and develops the total human resource of the college. The college's aim is to make optimum use of the available human resource. A Career Counselling Cell acts as a facilitating body for students passing out from the College to find employment in various sectors. Campus interviews are also held in the College.

6.3.7 Faculty and Staff recruitment

Faculty and staffs are recruited transparently as per Government norms/rules.

Faculty members are recruited by the West Bengal College Service Commission. Part-time teachers, contractual teachers and Guest Lecturers are recruited by a expert committee which includes an University expert and a subject expert following advertisement in daily newspaper.

6.3.8 Industry Interaction / Collaboration

> *The college does not have such collaboration.*

6.3.9 Admission of Students

> *Admission of students is done completely on the basis of merit. Submission of application forms, publication of Merit list, admission in the respective subjects were all done according to the university norms. Reservation for OBC, SC and ST candidates were done according to the State norms.*

6.4 Welfare schemes for

Teaching	*Group insurance, Employees Credit Co-Operative Society, Accidental Benefit Schemes, Provident Fund, Festival Advance, Emergency Loan.*
Non teaching	*Group insurance, Staff Credit Co-Operative Society, Accidental Benefit Schemes, Staff Welfare Fund, Provident Fund, Festival Advance, Emergency Loan.*
Students	*Free Studentship (Half/ Full), Government Scholarships, State Govt. Minority Scholarships, Award, Prize.*

6.5 Total corpus fund generated   **Rs. 31, 94,961/-**

6.6 Whether annual financial audit has been done   √ Yes   ☐ No

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

Audit Type	*External*		*Internal*	
	Yes/No	*Agency*	*Yes/No*	*Authority*
Academic	*No*	*Not applicable*	*YES*	*Teacher's Council & Governing Body.*
Administrative	*No*	*Not applicable*	*YES*	*Governing Body*

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes √   No ☐

For PG Programmes   Yes ☐   No ☐

> *The University of Burdwan holds and declares results of Under Graduate courses, hence the college has*

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no control over the date of publication of results.

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Departmental class tests introduced at regular intervals.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NO such initiative has been taken.

6.11 Activities and support from the Alumni Association

Meeting of the Alumni Association held at time to time.

Frequent interaction with the faculty members and the students

Offers crucial suggestions

6.12 Activities and support from the Parent – Teacher Association

Regular feedback is taken from them as well their assessment is taken into account for teaching and evaluation purpose.

6.13 Development programmes for support staff

The Computer Science Department of the College organizes Computer Awareness and Computer Literacy Programme for non-teaching employees.

6.14 Initiatives taken by the institution to make the campus eco-friendly

Campus declared no smoking zone.

Campus declared plastic free zone.

NSS department regularly organizes cleanliness drive in the college premises and its neighbourhood.

7. <u>Innovations and Best Practices</u>

7.1   Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- High power noiseless KIRLOSKAR generator was set up in College campus
- A new chemistry research laboratory was established
- Audio system was established in the College auditorium
- Plantation programme, blood donation camp was organized
- College website restructured on 7.12.2010
- Spoken English classes introduced for students w.e.f. 15.09.2010

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

The College has performed the following programmes during this academic session:

- High power noiseless KIRLOSKAR generator has been set for undisturbed power supply of the whole College on 26.03.2011
- A new Chemistry research laboratory set-up been done under the supervision of Dr. Subrata K. Dey.
- A new practical laboratory developed for Nutrition Science department as per decision of the college Governing body.
- NSS department arranged blood donation camp at the College campus. Staff and students donated blood spontaneously.
- Audio system set up in the College auditorium Hall .
- Separate room has been allotted to Bankura District Students' Health Home temporarily.
- Departments of Microbiology and Computer sc. Made Airconditioned .
- The class routine of the Department of commerce has been re-scheduled as per decision of the college Governing body on 22.09.2010 for the benefits of students.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

- BEST PRACTICE 1**:** Introduction of high power noiseless KIRLOSKAR generator been set for undisturbed power supply to the whole College on 26.03.2011.
- BEST PRACTICE 2: Another chemistry research laboratory established to promote more research activities

7.4 Contribution to environmental awareness / protection

College contributed to protect the environment by the following activities:

- High power **noiseless** KIRLOSKAR generator has been arranged on 26.03.2011
- Green campaigning among students and staff
- *Implementation of eco-friendly practices*
- *Energy conservation*
- *Carbon neutral*

> - *Setting up of two water coolers (one for students and another for staff) within the college campus to get supply of pure, cool drinking water .*

7.5 Whether environmental audit was conducted?   Yes [ ]   No [√]

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

SWOT analysis was performed internally

Strength

- Large number of students
- Committed Teaching Staff and Support Staff
- Good performance of the students
- Posting of college guards has been made on two gates of the college on contract with the local agency on 21.06.2011 to check the outside of the college campus.
- New laboratory for the Department of Mathematics has been sanctioned by the College Governing Body.
- The college authority took positive measures for the construction works for UGC sponsored women's hostel by the local Pw(CB) although they were entrusted to do so in the fractional year 2007-08.

Weakness

- Understaffed departments
- Location in a rural and underdeveloped area
- Lack of effective placement system
- Lack of adequate fulltime faculties

Opportunities identified

- To introduce career oriented courses
- Opening of regular P.G. programmes and job-oriented courses

Identified challenges / threats

- Introduction of new courses in emerging areas
- To fill up vacant teaching and non-teaching posts

8. **Plans of institution for next year**

> - Extension of existing cycle stand to accommodate huge no of cycle &motor bikes of staff & students (GB decision dt. 22.09.2010)
> - Separate Computer with LCD projector to be provided for College Auditorium to organize seminars

Name   Dr. Swapan Mukhopadhyay   **Name   Dr. Samir Kumar Mukherjee**

Signature of the Coordinator, IQAC   **Signature of the Chairperson, IQAC**