

The Annual Quality Assurance Report (AQAR)

2011 - 2012



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

2011-2012

I. 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:

(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)

EC/38/074

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	1 st Cycle	B+	75.40	2006	02.02.2006 to 01.02.2011
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th 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 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR **2011 - 2012** submitted to NAAC on **(09/10/2015)**
 ii. AQAR **2010 - 2011** submitted to NAAC on **(08/10/2015)**
 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

University with Potential for Excellence

N.A.

UGC-CPE

N.A.

DST Star Scheme

N.A.

UGC-CE

N.A.

UGC-Special Assistance Programme

✓

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

05

2.11 No. of meetings with various stakeholders:

No.

17

Faculty

10

Non-Teaching Staff Students

03

Alumni

01

Others

03

2.12 Has IQAC received any funding from UGC during the year? Yes ☒ No ☐

If yes, mention the amount

3.00 Lakh

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

Value Education.

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. Construction of Mathematics Lab., Zoology Lab, Nutrition Science Lab and Geography Lab has been completed.

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 Geography (Gen) and Philosophy (Gen) Combination subjects for B.A. and also Honours course in those disciplines.	1. New subject Geography (Gen) and Philosophy (Gen) are introduced. Inspection from Higher Education Council, Govt. of West Bengal has been made for introduction of Honours course in Philosophy.
2. To complete the construction works of the first phase of College Cycle stand.	2. The first phase of construction works of cycle stand has been completed.
3. To. Complete the construction works and set-up of departmental Laboratory. i) Mathematic Laboratory (Hons)	3. Mathematic Laboratory (Hons), New zoology laboratory and Nutrition Sc,(Hons.) Geography (Pass) laboratories have been completed

<p>ii) New zoology laboratory</p> <p>iii) Nutrition Sc (Hons)</p> <p>iv) Geography (Pass)</p> <p>4. To complete the first phase of construction of new Girl's Hostel</p> <p>5. To take initiative for filling up the teaching and non- teaching posts</p> <p>6. To take initiates for colouring of the college buildings.</p> <p>7. To take initiates for re-opening of N.C.C unit.</p> <p>8. To computerise and digitise the library fully with suitable reading room</p> <p>9. To take initiates for research project.</p> <p>10. To provide the reprographic facility to the Staff and Students at the college Library as well as at the office.</p>	<p>4. Construction works for Ground floor of the New Girls' Hostel construction have been going on under the supervision of PW(CB), Dtc, Bankura Division.</p> <p>5. Two guest lecturers and two gate keepers also been appointed by the college authority from the college fund.</p> <p>6. Colouring of eight rooms of the college buildings are under process.</p> <p>7. NCC unit of the college under 56 Bengal Battalion has been re-opened</p> <p>8. Work of computerisation and SOUL 2.0 has been installed.</p> <p>9. The Major research project and also other minor project are going on.</p> <p>10. New Xerox machines (Canon) have been purchased for the college Library and office from the UGC fund.</p>
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** 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 ☐

Provide the details of the action taken

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 need as well as demands of the local students and Guardians for opening the Geography and Philosophy courses in the college.
- 2) To get rid of the risk of accident at damaged building where Zoology laboratory is located.
- 3) To provide the facilities of Practical classes to the students of the Mathematics Department as the schedule is included in the new syllabus of Burdwan University.
- 4) To provide the facilities of practical classes to the departments of Nutrition Science and the Geography.
- 5) To provide easy access to Library books by the Staff and students and having their desired study materials xeroxed from the books for reference study purpose.
- 6) To make easy delivery of lectures in the classrooms.

ANNEXURE: - I ACADEMIC CALENDER 2011- 12

MONTH	EVENTS
JULY	Admission and commencement of classes NSS Plantation Programme
AUGUST	Fresher's Welcome (organized by Students Union) Independence Day Celebration 1 st Guardian Meet
SEPTEMBER	Celebration of College Foundation Day, Teachers' day Celebration Departmental Fresher's Welcome Unit Test- I (1 st year), NSS Day Celebration
OCTOBER	Annual Social & Cultural activities Annual Exhibition, Quiz contests and Group Discussion Puja Vacation (01.10.2011 - 29.10.2011)
NOVEMBER	Students' Seminar, NSS Blood Donation Camp
DECEMBER	Local or Long Field Excursion, 2 ND Guardian Meet Unit Test- II (1 st , 2 nd & 3 rd Year) , NSS Awareness Programme
JANUARY	Republic day Celebration- Activities of NCC 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 1 st and 2 nd Hons. classes
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): 57	

Part-B

Criterion-I Curricular Aspects

2011-12

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. 15 (Honours) & 4 (General)	Nil	Nil	Nil
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.

NIL

Annexure - II

Feedback Analysis Report (Students/ Guardians / Alumni)

At the end of each year we have taken students feedback of all faculties 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

16.07.2011:- A meeting with students is held on 16.07.2011 in room no 106 to restart the N.C.C college unit as soon as possible. They also place their demand to renovate some parts of the building and to colour the entire college building for beautification. The students feel dissatisfaction for not having sufficient purified water tap connection in the college canteen and Boys' common room. Some fans in certain class rooms are very old and require immediate replacement.

07.09.2011:- A meeting with the students is held to consider the student's feedback on certain academic affairs of the college. Their proposal for reopening the N.C.C unit was placed before the Teachers' Council which lent a favouring ear to the proposal and requested Mr. Sudip Banerjee, appointed PTT of History to pursue the case with the proper authority which is under the jurisdiction of the Army. Having considered the paucity of the college fund, the authority gives consent to renovate certain parts of the building, though the entire college building urgently needed some repair works. We feel very elated to convey the message to all concerned that overcoming some hurdles, we have been able to arrange purified water tap connection in the Boy's common room and college canteen. The college electrician has been asked to survey the debilitated condition of certain fans so that the authority can buy the new ones to replace them.

Meeting with Parents

06.09.2011:- A meeting is held with the parents to have their feedback on certain academic matters. The parents are co-cordially asked if they knew that some of their wards are becoming very irregular in the class. Along with it, they are also requested to submit their proposal for improving the attendance of the students and the academic culture, as a whole in the college . First of all some parents requested to re-schedule the class routine because their wards are coming from remote areas and they have to go back according to the time schedule of their return journey. The authority gives a patient hearing to their proposal and assured the parents to place their proposals before the Routine Committee for proper consideration.

Meeting with Alumni

04.01.2012:- A meeting with the Alumni is held on 04.01.2012 in room no 109. The alumni members of the college continuously propose the celebration of the College Foundation Day (1st September of every year) with maximum pomp and grandeur and they also want to come forward to participate in the process of development of the college with utmost sincerity and support. The alumni proposed for inviting the retired alumni teachers to contribute to further teaching and enhancement of the academic standard by giving seminar lecture, job oriented counseling and laboratory demonstration, if needed. The authority highly applauded their generous approach and assured them to use retired teachers' talent and experience for the uplift of the academic standard of the college.

Teaching, Learning and Evolution

2.1 TOTAL NUMBER OF PERMANENT FACULTY:-

TOTAL	ASSISTANT PROFESSORS	ASSOCIATE PROFESSORS	PROFESSORS	OTHERS
62	20	10	NIL	32

2.2 NUMBER OF PERMANENT FACULTY WITH Ph. D.:

15

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	07	NIL	16

2.4 NUMBER OF GUEST AND VISITING FACULTY AND TEMPORARY FACULTY

GUEST PROFESSORS	VISITING FACULTY	TEMPORARY FACULTY
-	-	02

2.5 FACULTY PARTICIPATION IN CONFERENCE AND SYMPOSIA:

NUMBER OF FACULTY	INTERNATIONAL LEVEL	NATIONAL LEVEL	STATE LEVEL
ATTENDED	01	13	4
PRESENTED PAPERS	00	07	
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. Group discussion.
5. Seminar and interaction sessions.
6. Field works.

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

176

2.8 EXAMINATION/EVALUATION 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/
CURRICULUM DEVELOPMENT WORKSHOP**

3

2.10 AVERAGE PERCENTAGE OF ATTENDANCE OF STUDENTS:

76%

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)	85	29	30	-	59	69.41
B.Sc. (Gen)	16	01	10	00	11	68.75
B.A. (Hons)	129	12	95	-	107	82.94
B.A. (Gen)	122	00	20	38	58	47.54
B.Com.(Hons)	31	13	14	-	27	87.01
B.Com. (Gen)	05	00	02	00	02	40.00

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	-
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 POSITIONS FILLED TEMPORARILY
ADMINISTRATIVE STAFF	12	15	NIL	07
TECHNICAL STAFF	12	07	NIL	08

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	02	NIL	01
Outlay in Rs. Lakhs		38,56,000/-	NIL	8,16,000/-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	01	02	01
Outlay in Rs. Lakhs		1,31,000/-	3,00,500/-	1,50,000/-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	5	1	
Non-Peer Review Journals			
e-Journals		4	
Conference proceedings			

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				
Minor Projects	2012-2014	UGC/ Minor	3,00,500/-	2,79,500/-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total			3,00,500/-	2,79,500/-

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

ii) Without ISBN No.

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
and UGC

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	NIL	NIL	NIL	NIL	08 (Student Seminar)
Sponsoring agencies					

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

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
NIL						

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

2

2

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

0

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	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="0"/>	College forum	<input type="text" value="2"/>		
NCC	<input type="text" value="1"/>	NSS	<input type="text" value="1"/>	Any other	<input type="text" value="0"/>

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

- Science exhibition programme was organized by the students and the teachers.
- Blood donation camp and plantation were arranged by NSS Units at the college campus.
- The NSS department arranged health awareness programmes (thalassemia carrier detection programme, seminar on AIDS etc.)

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	19			19
Seminar Halls	1	-	-	1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	3	1	UGC Fund	4
Value of the equipment purchased during the year (Rs. in Lakhs)	-	173655	173655	-
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	33142	3414225	1272	332565	34414	3746790
Reference Books	9756	3029588	295	253234	10051	3282822
e-Books						
Journals	396	6780	40	980	436	7760
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	51	16				5	18	12
Added	1	-	-	-	-	-	-	1
Total	52	16				5	18	13

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

For technology up-gradation, internet facilities and various softwares are available to staff and students

4.6 Amount spent on maintenance in lakhs :

i) ICT	1.60
ii) Campus Infrastructure and facilities	0.94
iii) Equipments	0.38
iv) Others	0.32
Total :	3.24

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:

<i>UG</i>	<i>PG</i>	<i>Ph. D.</i>	<i>Others</i>
2230			

(b) Number of students outside the state:

09

(c) Number of international students:

NIL

Men:

<i>No.</i>	<i>%</i>
1459	65.42

Women:

<i>No.</i>	<i>%</i>
771	34.58

<i>Last year</i>							<i>This year</i>						
<i>General</i>	<i>SC</i>	<i>ST</i>	<i>OBC</i>	<i>PWD</i>	<i>MIN</i>	<i>Total</i>	<i>General</i>	<i>SC</i>	<i>ST</i>	<i>OBC</i>	<i>PWD</i>	<i>MIN</i>	<i>Total</i>
1281	348	105	354	76	41	2145	1112	443	140	444	18	73	2230

Demand ratio: 1:5.28

Dropout (%): 16%

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

- Entry into Services coaching Classes are funded by UGC held for the registered students.
- Materials are given to participant to face competitive examinations.
- Under the Leadership of Assigned teacher's group discussion among students are regularly held.
- Remedial Coaching classes funded by UGC are held for the Backward Students.

Number of student beneficiaries:

153

5.5 Number of students qualified in these examinations:

<i>NET</i>	<i>SET/SLET</i>	<i>GATE</i>	<i>CAT</i>	<i>IAS/IPS etc.</i>	<i>State PSC</i>	<i>UPSC</i>	<i>Others</i>
5		5			03		18

5.6 Details of student counseling and career guidance:

No.	Date	
1.	20/09/2011	Job Fair organized by the warz career –A Grooming & placement Organization” along with the British Institutes ,BBC (London),English, Bankura Unit. The fair was done in two categories. Motivators: - Mr. Joydeep Bhattacharya. Vill + Post-Purbasthalli,Dist- Burdwan. 713013
2.	31/01/2012	District Industrial Centre, Machantala, Bankura,722101 Motivator:- The manager of that centre.

Number of student beneficiaries:

60

5.7 Details of campus placement:

<i>On campus</i>			<i>Off campus</i>
<i>Number of organization visited</i>	<i>Number of student participated</i>	<i>Number of student placed</i>	<i>Number of student placed</i>

5.8 Details of gender sensitization programmes:

--

5.9 Student activities:

5.9.1 Number of students participated in Sports & Games:

<i>State/University level</i>	<i>National level</i>	<i>International level</i>
03		

5.9.2 Number of students participated in cultural events:

<i>State/University level</i>	<i>National level</i>	<i>International level</i>
04		

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

District Level	<i>State/University level</i>	<i>National level</i>	<i>International level</i>
<i>06 (Sports & Games)</i>	NIL	NIL	NIL
<i>01 (Cultural event)s</i>	NIL	NIL	NIL

5.10 Scholarships and financial support:

	<i>Number of students</i>	<i>Amount</i>
<i>Financial support from institution</i>	210	1,24,500/-
<i>Financial support from government</i>	856(527+238+60+31)	27,98,000/-
<i>Financial support from other sources</i>	17	11,900/-
<i>Received International/National recognitions</i>		

5.11 Student organized/initiatives:

	State/University level	National level	International level
Fairs			
Exhibition	01		

5.12 Number of social initiatives undertaken by the student:

06

5.13 Major grievances of students (if any) redressed:

1. To increase the intake capacity
2. To renovate and make colouring of the college building.
3. To complete the women hostel as soon as possible.
4. To restart the NCC.
5. To renovate the union room.
6. To set aquaguard by the boys' common room.
7. To make uniform arrangement for distribution of the UGC stipend for students.

Criterion – VI

2011- 2012

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.

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

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 State/National Level 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,

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 **44473** 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.

A

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

6.5 Total corpus fund generated

Rs. 32,61,816/-

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 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.

Time to time training on the financial softwares like COSA & CAM is provided to the concerned 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.

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

- Separate computer with LCD projector was provided for College auditorium and sound system has been set up there.
- Extension of the existing cycle stand has been done.
- Plantation programme, blood donation camp, thalassaemia carrier detection programme were organized

Computers and Inverter connections have been set up at the Teaching Staff room on 25.5.2011.

Rate of charges for using the college Auditorium Hall for public programmes has been increased by the College Governing Body.

Grill gates have been fitted at the ground floors of each building at the base of the upstairs to check unwanted gossiping at different floors after class hours on 06.08.2011.

2012-13

Separate rooms for NCC has been allotted.

Department of Nutrition Science has been renovated with the creation of wooden partition wall in view of separate laboratory set up for students' practical classes as per decision of the Governing Body.

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:

- The NSS department arranged blood donation camp at the College campus and 50 units of blood was donated.
- Motivation classes, seminars on Vivekananda and present student community, AIDS were carried out by the NSS Units. Boundary wall of the Amiya Debi Girls' Hostel of this college has been re-constructed for the safety of the Girls' students.

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

- **BEST PRACTICE 1:** Separate cycle and motor cycle stand established outside the College campus
- **BEST PRACTICE 2:** Separate computer, LCD projector & sound system introduced at College auditorium to conduct seminars

7.4 Contribution to environmental awareness / protection

College contributed to protect the environment by the following activities:

- *Separate cycle and motor cycle stand established outside the College campus as a part of eco-friendly practice*
- *Green campaigning among students and staff*
- *Energy conservation*
- *e-waste management*
- *The students and the staff have been requested not to use plastic materials within the college campus on behalf of Principal and NSS.*

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

- Dedicated and qualified faculty and staff
- Team spirit
- Forward looking mindset of management

Weakness

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

Opportunities identified

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

Identified challenges / threats

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

8. Plans of institution for next year

- Separate room for National Service Scheme (NSS) to be provided
- Research collaboration to be established
- At least two water cooler along with water purifier to be established
- Separate room for NSS to be allotted
- COSA (Computerization of salary Accounts) is to be introduced in the college.

Name **Dr. Swapan Mukhopadhyay**



Signature of the Coordinator, IQAC

Name **Dr. Samir Kumar Mukherjee**



Signature of the Chairperson, IQAC