

# The Annual Quality Assurance Report (AQAR)

## 2012 - 2013



## **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

2012-13

### 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. MHC0GN 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 <sup>st</sup> Cycle	B+	75.40	2006	05 years
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> 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 **2012 - 2013** submitted to NAAC on **(09/10/2015)**
- ii. AQAR **2011 - 2012** submitted to NAAC on **(09/10/2015)**
- iii. AQAR **2010 - 2011** submitted to NAAC on **(08/10/2015)**
- 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	N.A.	DST-FIST	N.A.
UGC-Innovative PG programmes	N.A.	Any other ( <i>Specify</i> )	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.  Faculty   
 Non-Teaching Staff  Students  Alumni  Others

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

If yes, mention the amount

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

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. The renovation of the college office has been started.
5. 13 Guest lecturers have been engaged by 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 computerize and digitize the college library	1. Computerization and digitization of college Library have been going on.
2. To take initiatives for construction of second phase of cycle stand.	2. Construction of second phase of cycle stand has been started.
3. To take initiatives for research projects.	3. Three Major projects and also other Minor projects have been running.
3. To take initiatives for adopting modern teaching	4. For Modern teaching aids like LCD projector,

methods.	Laptops have been purchased.
5. To take initiatives for completion of Girls' Hostel.	5. The process of construction of Girls' Hostel has been going on.
6. To take initiates for colouring the remaining parts of College Building.	6. Colouring of ten rooms of College building are completed.
7. To renovate the college office room.	7. The renovation the College office room has been started.
8. To take initiative for filling up the teaching posts.	8. 13 Guest Lecturers have been engaged by the College along with routine approach to the West Bengal College Service Commission for filling up the vacant permanent full time teaching posts.
9. To make sound system in the classrooms.	9. 02 classrooms have been equipped with sound system.

*\* 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 provide easy access of library books by the student and staff.
- 2) To grow and inculcate Research culture among the teaching staff and students.
- 3) To make the teaching learning method more interesting and Practical based.
- 4) To accommodate more number of female students from remote village areas in the hostel.
- 5) To make the college office more compact and systematic and providing easy service to the students.
- 6) To complete the annual teaching curriculum within the scheduled teaching days for the greater interest of the students.
- 7) To make the delivery of lectures in the classroom easier.

**ANNEXURE: - I      ACADEMIC CALENDER    2012- 13**

MONTH	EVENTS
JULY	Admission and commencement of classes NSS Plantation Programme
AUGUST	Fresher's Welcome ( organized by Students Union) Independence Day Celebration 1 <sup>st</sup> Guardian Meet
SEPTEMBER	Celebration of College Foundation Day, Teachers' day Celebration Departmental Fresher's Welcome Unit Test- I ( 1 <sup>st</sup> year), NSS Day Celebration
OCTOBER	Annual Social & Cultural activities Annual Exhibition, Quiz contests and Group Discussion Puja Vacation ( 19.10.2012 - 17.11.2012 )
NOVEMBER	Remedial classes - Phase I Students' Seminar, NSS Blood Donation Camp
DECEMBER	Local or Long Field Excursion, 2 <sup>ND</sup> Guardian Meet Unit Test- II ( 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> 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
MARCH	University Part-III Examination Continuation of 1 <sup>st</sup> and 2 <sup>nd</sup> Hons. classes Remedial classes - Phase III (1 <sup>st</sup> and 2 <sup>nd</sup> year only)
APRIL	University Part-III Examination, Campus Selection
MAY	Summer Recess & University Part-I Examination
JUNE	University Part-II Examination commencement of admission process
No. of Holidays for the session ( excluding Sundays ): 55	

## Part-B

### Criterion-I Curricular Aspects

2012-13

#### 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**

**30.07.2012** :- A meeting with the students is held on 30.07.2012 in Auditorium Hall to have a free interaction with the students on academic matters. The general secretary of the students' union taking lead of the general students' demands to place the list of all books of different subjects in the college Library so that the students can have a free access to and fair idea of the stock of books in the respective subjects. Also the students appeal to increase the number of books and journals in the Library. The authority admit the limitations while enlisting all the books due to the shortage of staff. Yet it assures the students to complete the digitization of the library as soon as possible.

#### **Meeting with Parents**

**11.08.2012** :- A meeting with the parents is held on 11.08.2012 in Room No 106 at 2.30 PM. In the meeting the parents express their extreme happiness for the completion of the cycle stand and deployments of the guards to check the entry of the outsiders. Some parents also expressed satisfaction over the sincerity of the college authority for rescheduling the time-table of the classes considering the precarious plight of some students hailing from remote areas. Their new proposal is to expedite the college repairing works which has been undertaken by the college authority. In Room No 107 & 108 rain water soaks in the sidewalls making the classrooms highly uncongenial and unhygienic. They also demand the starting of the repairing works in college hostels. So that their wards do not feel inconvenience. The college authority assures the parents to complete the ongoing repair works in the college and the three hostels before monsoon.

## **Meeting with Alumni**

**23.04.2013** :- A meeting with the alumni is held on 23.04.2013 at 3 PM in Room No 109. In the meeting the Alumni members expressed their satisfaction for inviting them for their suggestions on various academic matters. The members also express their happiness for the bright performance of the students in Youth Parliament, Quiz Contest and NSS activities. They propose to extend the garden as and wherever possible though the campus is limited. The authority assured the members for proper beautification of the college including gardening and plantation in three hostels.

**Teaching, Learning and Evolution**

**2.1 TOTAL NUMBER OF PERMANENT FACULTY:-**

TOTAL	ASSISTANT PROFESSORS	ASSOCIATE PROFESSORS	PROFESSORS	OTHERS
<b>59</b>	<b>20</b>	<b>10</b>	<b>NIL</b>	<b>29</b>

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

<b>14</b>
-----------

**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
<b>01</b>	<b>18</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>01</b>	<b>18</b>

**2.4 NUMBER OF GUEST AND VISITING FACULTY AND TEMPORARY FACULTY**

GUEST PROFESSORS	VISITING FACULTY	TEMPORARY FACULTY
	<b>01</b>	<b>15</b>

**2.5 FACULTY PARTICIPATION IN CONFERENCE AND SYMPOSIA:**

NUMBER OF FACULTY	INTERNATIONAL LEVEL	NATIONAL LEVEL	STATE LEVEL
ATTENDED		12	05
PRESENTED PAPERS	1	9	01
RESOURCE PERSONS		03	

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

- |  |
|--|
| <ol style="list-style-type: none"> <li><b>1. Tutorial classes taken.</b></li> <li><b>2. Class test taken at certain intervals.</b></li> <li><b>3. Audio visual method used.</b></li> <li><b>4. Seminars &amp; Interactive sessions.</b></li> <li><b>5. Field works.</b></li> </ol> |
|--|

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

186

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

03

2.10 AVERAGE PERCENTAGE OF ATTENDANCE OF STUDENTS:

78%

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)	178	60	70	-	130	73.03
B.Sc. (Gen)	14	01	04	02	07	50.00
B.A. (Hons)	186	13	125	-	138	74.19
B.A. (Gen)	62	00	09	26	35	56.45
B.Com.(Hons)	32	05	17	-	22	68.75
B.Com. (Gen)	02	00	00	01	01	50.00

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	<b>03</b>
UGC – FACULTY IMPROVEMENT PROGRAM	
HRD PROGRAMS	
ORIENTATION PROGRAMS	<b>01</b>
FACULTY EXCHANGE PROGRAMS	
STAFF TRAINING CONDUCTED BY THE UNIVERSITY	<b>02(For online admission)</b>
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	11	16	NIL	08
TECHNICAL STAFF	11	08	NIL	11

### 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	01	01	01	
Outlay in Rs. Lakhs	19,20,000/-	19,36,000/-	8,16,000/-	

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	02	01	04
Outlay in Rs. Lakhs	1,31,000/-	2,79,500/-	1,23,000/-	20,00,000

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals		03	
Non-Peer Review Journals		01	
e-Journals	4	09	
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	2012-2015	UGC Major	8,16,000/-	6,76,000/-
Minor Projects	2013-2015	UGC Minor	1,23,000/-	91,500/-
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			939000/-	7,67,500/-

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)

UGC 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	04 (Student Seminar)
Sponsoring agencies					College funded

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
02				02		

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

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Awards won by NSS:

University level  State level   
National level  International level

3.24 No. of Awards won by 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="1"/>		
NCC	<input type="text" value="1"/>	NSS	<input type="text" value="07"/>	Any other	<input type="text" value="0"/>

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

- Organize science Exhibition, health awareness programme.
- NSS Unit has adopted an area for community relationship development by organizing sports competition, ABO Blood grouping, Pulse Polio, immunization campaigning and other programmes.
- Blood donation camp, thalassemia carrier detection programme were organized.
- Green campaigning among students and staff followed by eco-friendly practices like plantation programme.
- Botany department & farmer group of Amarkanon, started to do work together and initiated to gather knowledge on cultivation of local rice variety.
- The department of Nutrition Science conducted a nutritional survey in rural community of Bankura District to enhance the nutritional awareness.

**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.	4	1	UGC fund	5
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	UGC Fund	109000
Others	-	-	-	-

4.2 Computerization of administration and library

Office administration and central library have been fully computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	34414	3746790	08	3198	34422	3749988
Reference Books	10051	3282822	-	-	10051	3282822
e-Books						
Journals	436	7760	40	1160	476	8920
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	52	16				5	18	13
Added	22	4				1	16	1
Total	74	20				6	34	14

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

Broadband connection via LAN has been installed for the departments and staff room. COSA software has been implemented for e-governance purpose.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	0.61
ii) Campus Infrastructure and facilities	5.27
iii) Equipments	-
iv) Others	0.09
<b>Total :</b>	<b>5.97</b>

## 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>
2186			12

### (b) Number of students outside the state:

08
----

### (c) Number of international students:

NIL
-----

Men:

<i>No.</i>	<i>%</i>
1475	67.47

Women:

<i>No.</i>	<i>%</i>
711	32.53

<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>
1112	443	140	444	18	73	2230	1455	240	128	268	14	81	2186

**Demand ratio:** 1:3.24

**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.
- Materials are given to students.
- Under the Leadership of Assigned teachers group discussion among students are regularly held.

**Number of student beneficiaries:**

125

**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>
6		4					56

**5.6 Details of student counseling and career guidance:**

11/08/2012	<p>JMM Consultancy services. Telefax :- 03323371135 Sri Dipak kr. Bhattacharya (Managing Director) Dr. Nirmal kanti Saha(Retd. Addl .Director of Agriculture) Dr. Prabhakor Chatterjee ,MD (Ex-director of Health services) Shri Prabir Kumar Guha Roy(Ex Director of Treasuries, Govt .Of W.B)</p>
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Number of student beneficiaries:

80

**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>
04		

**5.9.2 Number of students participated in cultural events:**

<i>State/University level</i>	<i>National level</i>	<i>International level</i>
02		

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

<b>District Level</b>	<i>State/University level</i>	<i>National level</i>	<i>International level</i>
<b>07 (Sports &amp; Games)</b>	NIL	NIL	NIL
<b>03 (Cultural events)</b>	NIL	NIL	NIL

### 5.10 Scholarships and financial support:

	<i>Number of students</i>	<i>Amount</i>
<i>Financial support from institution</i>	308	1,74,000/-
<i>Financial support from government</i>	774(610+108+47+9)	35,05,200/-
<i>Financial support from other sources</i>	17	11,900/-
<i>Received International/National recognitions</i>		

### 5.11 Student organized/initiatives:

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

### 5.12 Number of social initiatives undertaken by the student:

02
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### 5.13 Major grievances of students (if any) redressed:

1. To increase the number of books in library.
2. To check the entry of the outsiders.
3. To make repairing of the college hostels.
4. To renovate the students' hostel.
5. To expedite the college repairing works.
6. To make gardening at the college campus.
7. To provide water cooler for students.

## 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 1<sup>st</sup> 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 staff 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 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, 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.
- Two well equipped research laboratory for the Department of Chemistry are running smoothly.

### 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.

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

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

### 6.5 Total corpus fund generated

Rs. 11,34,606/-

### 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.*

*Training related to digitization of library is given to the library staff.*

### **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.*

**I. Innovations and Best Practices**

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

- Nutritional survey work was carried out
- Botany department & farmer group of Amarkanan, started to do work together
- Two water coolers along with water purifier and a separate water purifier were established
- Separate room for NSS was allotted
- NSS Unit-I have to adopt an area for community relationship development
- Blood donation camp, thalassaemia carrier detection programme were organized

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:

- Through agro biodiversity management a Professor of Botany department has collaborated with the farmer group of Amarkanan, Bankura and initiated to gather knowledge on conservation of local rice varieties.
- The Dept. of Nutrition Science conducted a nutritional survey in rural communities of Bankura district to assess the nutritional status of the people and also to enhance the nutritional awareness.
- Two water coolers along with water purifier (one for students at open place, another for College office) and a separate water purifiers (for Teachers' common room college canteen) were established.
- Like every year this year also we arranged blood donation camp at the College campus and 53 units of blood was donated.
- Blood test for thalassaemia carrier detection done twice during this academic session & it helps the people (including students, teachers, non-teaching staff and others) to know the genetically status of their haemoglobin.
- By organizing sports, sit-n-draw competition, ABO blood grouping, Pulse polio immunization campaigning etc. a better relationship with the (adopted village) community established.

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

- **BEST PRACTICE 1:** Introduction of internet facility in almost all the departments through LAN connection
- **BEST PRACTICE 2:** Personality of students and NSS volunteers developed through community service

#### 7.4 Contribution to environmental awareness / protection

College contributed to protect the environment by the following activities:

- Green campaigning among students and staff followed by eco-friendly practices like plantation programme
- *Energy conservation by introduction of CFL bulbs at various places of College*
- *Carbon neutrality*
- *Waste management*
- *Notification have been made on behalf of the college authority on the main sites within the college campus as no-smoking zone.*

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**

- Well appreciated student appraisal of faculty performance
- Committed teaching staff and support staff
- Forward looking mindset of management

#### **Weakness**

- Poor consultancy and zero patent
- Lack of adequate fulltime faculties
- Inadequate infrastructure for research
- Lack of research collaborations

#### **Opportunities identified**

- To introduce regular P. G. programmes
- 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**

- Geography laboratory extension to be done
- To help the local farmers from the Departments of Botany and Zoology in up-gradation of technological know-how in the fields of Rice and Fish cultivations.
- Air Condition facility and wooden stage for auditorium to be initiated

Name **Dr. Swapan Mukhopadhyay**



**Signature of the Coordinator, IQAC**

Name **Dr. Samir Kumar Mukherjee**



**Signature of the Chairperson, IQAC**