

The Annual Quality Assurance Report (AQAR)

2013 - 2014



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

2013-14

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 2013 - 2014 submitted to NAAC on (10/10/2015)
- ii. AQAR 2012 - 2013 submitted to NAAC on (09/10/2015)
- iii. AQAR 2011 - 2012 submitted to NAAC on (09/10/2015)
- iv. AQAR 2010 - 2011 submitted to NAAC on (08/10/2015)
- v. 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	<input type="text" value="N.A"/>	UGC-CE	<input type="text" value="N.A"/>
UGC-Special Assistance Programme	<input type="text" value="✓"/>	DST-FIST	<input type="text" value="N.A"/>
UGC-Innovative PG programmes	<input type="text" value="N.A"/>	Any other (<i>Specify</i>)	<input type="text" value="N.A"/>
UGC-COP Programmes	<input type="text" value="N.A"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="08"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="03"/>
2.9 Total No. of members	<input type="text" value="18"/>
2.10 No. of IQAC meetings held	<input type="text" value="04"/>
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="18"/> Faculty <input type="text" value="09"/>
Non-Teaching Staff	<input type="text" value="05"/>
Students	<input type="text" value="05"/>
Alumni	<input type="text" value="01"/>
Others	<input type="text" value="03"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, mention the amount	<input type="text"/>

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

Professional training and employability.

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. Library has been fully computerised with INFLIBNET facility.
5. Auditorium hall has been equipped with modern amenities of learning like LCD projectors, Sounds systems, Display board etc.
6. A submersible pump has been installed for supply of sufficient drinking water.

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
<ol style="list-style-type: none"> 1. To computerize and digitize the Library. 2. To complete the construction of second phase of cycle stand. 3. To take initiatives for research project. 4. To take initiative for renovation of the College Office. 5. To take initiative for colouring the remaining parts of the college building. 	<ol style="list-style-type: none"> 1. Library has been fully computerized with INFIBNET facility SOUL 2.0 has been installed and digitization in under process for students and staff. 2. The construction of second phase of cycle stand has been completed. 3. Two major research projects and also other minor project have been running. 4. College Office room has been renovated. 5. Colouring of College Office room and

<p>6. To take initiative for filling up the teaching posts.</p> <p>7. To equip Auditorium Hall Principal's Chamber and Board / NACC Room with modern amenities.</p> <p>8. To provide drinking and useable water facility for college students.</p> <p>9. To construct one extra wash room for the staff near college office.</p> <p>10. To change the Blackboard of the classroom.</p>	<p>remaining class-rooms have been completed.</p> <p>6. Three Guest Lecturers have been appointed by the College Authority. At the same time the West Bengal College Service Commission has been approached for filling up the vacant permanent teaching posts.</p> <p>7. Auditorium Hall, has been equipped with Air-conditioner, LCD projector, TV set, sound system Board room and Principal's chamber have been made air conditioned.</p> <p>8. A submersible pump has been installed for the supply of sufficient drinking water and sufficient supply of water for college laboratories of the college.</p> <p>9. One extra wash room set with tiles, commode, basin etc, has been constructed for the college staff near the office room.</p> <p>10. New frostate glass boards well-set with wooden frames have been placed in the classrooms as teaching aid.</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 provide easy access of library book by the Staff and students of the college.
- 2) To accommodate the increasing number of bicycles and other two wheelers of the staff and students.
- 3) To complete the annual academic curriculum within the scheduled number of teaching days.
- 4) To solve the problem of acute water crisis in the college.
- 5) To provide the basic modern amenities for the purpose of meeting, seminars as well as workshops.
- 6) To provide more washroom facility to the college staff.

ANNEXURE: - I ACADEMIC CALENDER 2013- 14

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 Puja Vacation (10.10.2013 - 05.11.2013)
NOVEMBER	Annual Exhibition, Quiz contests and Group Discussion Remedial classes - Phase I 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	Annual Sports, Republic day Celebration- Activities of NCC Remedial classes - Phase II Students' Election and Union formation. RD parade camp
FEBRUARY	Test Examination , NSS Special Camp
MARCH	University Part-III Examination Continuation of 1 st and 2 nd Hons. classes Remedial classes - Phase III (1 st and 2 nd 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): 48	

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)			
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

16.07.2013 :- A meeting with the students is held on 16.07.2013 in Room No 109 to have feedback on certain academic matters. Some students under the leadership of their general secretary, students' council, become very vocal why the NCC unit not yet been reopened. The students also express their dissatisfaction as some 1st year and 3rd year science classes are not being regularly held and appeal to the authority for taking immediate step.

16.08.2013 :- Considering some pertinent demands of the students, an emergency meeting is held at 3.30 PM with them on 16.08.2013 in Room No 106 to convey the responses of the authority to their demands. The authority is happy to announce that Prof. Sudip Banerjee, approved P.T. teacher in History has been entrusted with the charges of NSS unit which has been granted to open a few days ago. The college authority is very sincere in maintaining academic standard of the college, yet the dearth of college teachers in some streams makes it helpless. In spite of all financial and technical hurdles, the authority assured to recruit some guest lecturers who can be paid from the college exchequer.

Meeting with Parents

16.08.2013 :- A meeting is held with the parents in Room No 106 at 4.30 PM on 16.08.2013 to mull over certain crucial matters relating to academic culture. Some parents very earnestly request the authority to restrict the improper use of mobile phones in college campus. They also appeal to allow admission of at least 10 students in each year of the degree course free of cost. The authority appreciates the parents' gesture and it also assured to move the matter in the G.B. for sympathetic consideration. The authority is also worried about the misuse of the mobile phones in the campus. Yet, it becomes difficult to curb individual freedom and human rights overnight. Rather it may be proved detrimental to the social and academic right of the students. The meeting ends.

Meeting with Alumni

21.02.2014:- A meeting with the Alumni held in Room No 106 at 3.30 PM on 21.02.2014. The alumni members expressed their satisfaction for being consulted on some academic and cultural matters by the college authority. First they take a stock of academic progress of students and feel very happy to know that some of the college students have topped in the University Examinations in U.G and P.G level. Some of them propose to publish a college journal and also wall magazine quarterly where they also can contribute with their creative zeal. The authority assures to comply with their requests and also to enrich the college wall magazines with their valuable contributions. The meeting ends.

Teaching, Learning and Evolution

2.1 TOTAL NUMBER OF PERMANENT FACULTY:-

TOTAL	ASSISTANT PROFESSORS	ASSOCIATE PROFESSORS	PROFESSORS	OTHERS
58	20	09	NIL	29

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	18	NIL	NIL	NIL	NIL	NIL	NIL	NIL	18

2.4 NUMBER OF GUEST AND VISITING FACULTY AND TEMPORARY FACULTY:

GUEST PROFESSORS	VISITING FACULTY	TEMPORARY FACULTY
	01	18

2.5 FACULTY PARTICIPATION IN CONFERENCE AND SYMPOSIA:

NUMBER OF FACULTY	INTERNATIONAL LEVEL	NATIONAL LEVEL	STATE LEVEL
ATTENDED	02	11	01
PRESENTED PAPERS	02	09	
RESOURCE PERSONS			

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

- | |
|---|
| <ol style="list-style-type: none"> 1. Tutorial classes taken. 2. Class test taken at certain intervals. 3. Audio visual methods used. 4. Seminars & interactive sessions. 5. Group Discussions. 6. Field works. |
|---|

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

185

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:

75%

2.11 COURSE/ PROGRAMME WISE DISTRIBUTION OF PASS PERCENTAGE:

TITLE OF THE PROGRAM	TOTAL NUMBER OF STUDENTS APPEARED	DIVISION			
		I	II	TOTAL	PASS %
		B.Sc. (Hons)	179	41	74
B.Sc. (Gen)	43	05	12+2	19	44.18
B.A. (Hons)	254	04	183	187	73.83
B.A. (Gen)	102	05	38	43	42.16
B.Com.(Hons)	23	04	09	13	56.52
B.Com. (Gen)	01	00	01	01	100

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	06
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	09	18	NIL	10
TECHNICAL STAFF	10	09	NIL	12

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	01	03	01
Outlay in Rs. Lakhs	2,79,500/-	1,23,000/-	12,50,000/-	1,50,000/-

3.4 Details on research publications

	International	National	Others
Peer Review Journals		09	
Non-Peer Review Journals		04	
e-Journals		18	
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		UGC/ Minor	12,50,000/-	10,40,000/-
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			12,50,000/-	10,40,000/-

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)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution	Level	International	National	State	University	College
	Number					
	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
01				01		

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

02

04

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 by NSS events:

University level NIL State level 03

National level 01 International level 0

3.22 No. of students participated by 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	NIL	College forum	1		
NCC	2	NSS	05	Any other	0

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
- Community relationship had been developed by organizing sports, sit -n- draw competition, consumer awareness programme, ABO blood grouping etc. A better relationship with the community has been established.
- Through agro diversity management a teacher of Department of Botany with the help of farmer group initiated to establish a welfare society for the cultivation of local rice varieties.
- The fish farmers of Ramsagar block of Bankura district took the help of Department of Zoology to know the qualitative and quantitative pschyco-chemical parameters of water and soil of their desired ponds.
- Nutritional survey work had been carried out in rural communities of Bankura district to assess the nutritional status of the people and also enhance the nutritional awareness.
- Several seminars were carried out by the NSS units
- NSS Volunteers & programme officer got the chance to participate in National level camps like pre Republic Day (RD) parade camp at kolkata, RD parade camp at New Delhi , winter mega camp at Assam, Integration Camp for women at Karnataka 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.	5	-	-	5
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

Office administration and central library are fully computerized by using COSA, CAMS, SOUL softwares.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	34422	3749988	516	134415	34938	3884403
Reference Books	10051	3282822	119	72352	10170	3355174
e-Books						
Journals	476	8920	36	960	512	9880
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	74	20				6	34	14
Added	4	-				3	1	-
Total	78	20				9	35	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. Various softwares have been used for e-governance purpose.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1.68
ii) Campus Infrastructure and facilities	4.32
iii) Equipments	0.88
iv) Others	-
Total :	6.88

5. Student Support and Progression

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

- | |
|---|
| <ul style="list-style-type: none"> • The students are divided into groups & subgroups and teachers are assigned for each group to solve their problems. |
| <ul style="list-style-type: none"> • The groups are encouraged to face interview in private and public sectors. |
| <ul style="list-style-type: none"> • The assigned teacher encourages group discussion among the students so that they can shrug off their shyness and other limitations. |
| <ul style="list-style-type: none"> • 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:

- | |
|---|
| <ul style="list-style-type: none"> • Remedial coaching classes are taken regularly. |
| <ul style="list-style-type: none"> • Study materials are given to the students, especially backward students. |
| <ul style="list-style-type: none"> • Unit tests are taken regularly. |
| <ul style="list-style-type: none"> • 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
2556			

(b) Number of students outside the state:

03

(c) Number of international students:

NIL

Men:

No.	%
1609	62.94

Women:

No.	%
947	37.06

Last year							This year						
General	SC	ST	OBC	PWD	MIN	Total	General	SC	ST	OBC	PWD	MIN	Total
1455	240	128	268	14	81	2186	1391	402	165	469	18	111	2556

Demand ratio: Not available due to central counseling by B.U

Dropout (%): 17%

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:

98

5.5 Number of students qualified in these examinations:

NET	SET/SLET	GATE	CAT	IAS/IPS etc.	State PSC	UPSC	Others
4	3	4			1		31

5.6 Details of student counseling and career guidance:

21/11/2013	Air Force Recruitment Cell 4. Airman Selection Centre, Air Force Station Barrackpore, 24Parganas(North) , WB-743122. Motivator :- Wing Commander K.K.Bhandari (Commanding Officer)
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03/05/2014	<p>Motivation classes for M.Sc. entrances at different National Institutes.</p> <p>Motivator: - Pass out students & teachers were the motivators.</p>
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Number of student beneficiaries:

105

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>
05		

5.9.2 Number of students participated in cultural events:

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

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

District Level	State/University level	National level	International level
08 (Sports & Games)			
01(Cultural events)			

5.10 Scholarships and financial support:

	Number of students	Amount
Financial support from institution	343	Rs. 1,90,500/-
Financial support from government	752 (560+109+76+7)	Rs. 36,24,000/-
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:

06

5.13 Major grievances of students (if any) redressed:

1. To increase the number of books in the library.
2. Making the computer Science hardware Laboratory air conditioned.
3. To make colouring the college building.
4. To increase the intake capacity.
5. Connection of generator line to all rooms.
6. To introduce Honours course in philosophy, Geography, Electronics.
7. To purchase parade drum for NCC.
8. To make self searching for college Library Digitisation.
9. To increase the number of Non-teaching staff of the college.

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 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, group discussion, 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 / Unit test at regular interval are arranged by the departments.

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

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

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 **45108** books and various important journals.*

New computers have been added to the library.

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

Internet service has been made available to the library users.

Digitisation of college library through Barcoding is in process.

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

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

Some departments carry out Industrial visits

The college is in the process of tying up with industry

6.3.9 Admission of Students

Admission of students is done completely on the basis of merit. Central On-line admission procedure was introduced from this year to ensure transparency. Submission of application, publication of Merit list was all done online through university online process.

Pre Admission counselling of students is done to identify their area of interest and to guide them to choose their subject.

Post Admission counselling of students is done to motivate the students in the subject of study and to give students an overall idea of the subject.

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. 1766298/-

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 / Unit 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 staffs.

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

- 1. Campus declared no smoking zone.*
- 2. Campus declared plastic free zone.*
- 3. NSS department regularly organizes cleanliness drive in the college premises and its neighbourhood.*
- 4. Project is under process.*

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.

- Agro biodiversity management
- Help in pisciculture through expertise
- Nutritional survey work had been carried out
- Community relationship had been developed

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 teacher of Dept. of Botany with the help of a farmer group initiated to establish a welfare society for the conservation of local rice varieties.
- The fish farmers of Ramsagar block of Bankura district took the help of Dept. of Zoology to know the qualitative and quantitative physico-chemical parameters of water and soil of their desired ponds.
- 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.
- By organizing sports, sit-n-draw competition, consumer awareness programme, ABO blood grouping etc. we established a better relationship with the community.
- NSS volunteers & Programme Officer got the chance to participate in National level camps like Pre Republic Day (RD) Parade Camp at Kolkata, RD Parade Camp at New Delhi, Winter Mega Camp at Assam, Integration Camp for Women at Karnataka etc.
- Several seminars were carried out by the NSS Units.
- Applied for a new NSS Unit to engage more 100 volunteers to develop their personalities better
- Introduction of ICT in teaching-learning process in most of the Science departments helps the students a lot.
- Introduction of internet facility in almost all the departments and also in the auditorium hall through LAN connection.
- Computer Sc. Hardware Laboratory made air conditioned on 09.09.2013.
- College Auditorium Hall made AC partly.

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

- BEST PRACTICE 1: Introduction of ICT in Teaching-Learning Process in most of the Science departments
- BEST PRACTICE 2: Some NSS volunteers got the chance to join several National level camps & met the highest dignitaries like President, Prime Minister, Vice President of India

7.4 Contribution to environmental awareness / protection

College contributed to protect the environment by the following activities:

- The College have planted some saplings at the campus of the two boys hostels of this College
- Green campaigning among students and staff
- Implementation of eco-friendly practices
- Energy conservation by using CFL bulb.

- Notification have been made on behalf of the NSS cell of the college at the vital location for the college campus to keep the college clean and to check the wastage of 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
- Dedicated and qualified faculty and staff
- Well appreciated student appraisal of faculty performance

Weakness

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

Opportunities identified

- Opening of 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

- ICT in teaching-learning process in Arts departments to be introduced
- Underground concealed electrification to be started
- Submersible pump to be planted at College campus to meet up the crisis of pure drinking water
- Another submersible pump to be planted at Sanghati Chatrabas (Boys Hostel) to meet up the well water crisis
- Zoology department to be shifted at the ground floor of College new building
- Separate practical lab of Math department to be established
- Computer hardware lab with AC facility to be established
- Plantation programme to be done
- Blood donation camp & thalassaemia carrier detection programme to be done
- Campus selection to be started
- Initiatives for new NSS Unit be started
- Water fountain at the middle of the College campus to be established
- To install solar set-up as alternative source of power back up.

Name **Dr. Swapan Mukhopadhyay**



Signature of the Coordinator, IQAC

Name **Dr. Samir Kumar Mukherjee**



Signature of the Chairperson, IQAC