

The Annual Quality Assurance Report (AQAR)

2015 - 2016



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

2015-16

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:

9434577765

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 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 2015 - 2016 | submitted to NAAC on (11/08/2016) |
| ii. | AQAR 2014 - 2015 | submitted to NAAC on (10/10/2015) |
| iii. | AQAR 2013 - 2014 | submitted to NAAC on (10/10/2015) |
| iv. | AQAR 2012 - 2013 | submitted to NAAC on (09/10/2015) |
| v. | AQAR 2011 - 2012 | submitted to NAAC on (09/10/2015) |
| vi. | AQAR 2010 - 2011 | submitted to NAAC on (08/10/2015) |

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

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

No.

Faculty

Non-Teaching Staff

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

1. Recent trends in Chemical Sciences.
2. Seminar on Shri Ramananda Chattopadhyay's thoughts on Science & Society.
3. SEBI Seminar on Financial Plans & Schemes.
4. Workshop on Nutrigenomics.
5. Workshop on emerging trends in Microbiology.

2.14 Significant Activities and contributions made by IQAC

1. To promote research activities. (Five teachers awarded Ph.D degree and major and minor projects have been running)
2. To encourage faculty members for attending seminars, refresher courses, workshops etc. (Seven teachers attended refresher courses and workshops and several teachers attended seminars)
3. To encourage the students for participating in social activities.
4. New girls' hostel (UGC sponsored) on the verge of completion under the supervision of PW(CB), Bankura Division, Govt. Of West Bengal.
5. Initiative for starting Philosophy (Hons.) has been taken.
6. Microbiology Department has setup a mushroom yielding project.
7. Institute has taken up drinking water purifying projects by Microbiology Dept.
8. Roof Top Rain Water Harvesting project is in progress as per fund sanctioned by the surface water management Dept, Govt. of West Bengal.

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 take initiative for research works.2. To take initiative for completion of Girls' Hostel as funded by the UGC.3. To take initiative for adopting modern teaching method.	<ol style="list-style-type: none">1. One Major project and other four minor projects have been running.2. Girls' Hostel is on the verge of completion.3. Laboratory equipments and other teaching aids have been purchased by the College from the UGC fund as well as from college fund.

4. To take initiative in solving the problem of water crisis in college and hostels. 5. To provide cold drinking water in the college office. 6. To take initiative to set-up Language Lab.	4. Three submersible pumps have been installed for sufficient drinking water at Rabindra Hostel (SC/ST), Sanghati Hostel as well as at the college campus. 5. Two water coolers along with water purifier have been installed in the college office and college canteen. 6. Language lab has been set up.
---	---

** 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 recommends the suggestions which are later considered in the IQAC meeting and subsequently the report has been prepared for final submission.

- 1) To grow and inculcate the research spirit among the teachers and the students.
- 2) To complete the annual teaching curriculum within the scheduled teaching days.
- 3) To mitigate the problem of acute water crisis in the college situated in the dry district like Bankura.
- 4) To reduce the consumption of electricity.
- 5) To provide cold drinking water to the college staff.
- 6) To render the hostel facilities to more number of female students of the remote areas.
- 7) To make the monitoring of Students' activities easier.

ACADEMIC CALENDER 2015- 16

MONTH	EVENTS
JULY	Admission NSS Plantation Programme
AUGUST	Part-II University Examination Commencement of Classes. Independence Day Celebration
SEPTEMBER	Celebration of College Foundation Day, Teachers' day Celebration Freshers' Welcome NSS Day Celebration
OCTOBER	Annual Social & Cultural activities, Prize distribution Departmental Freshers' Welcome. Puja Vacation (19.10.2015 - 14.10.2015)
NOVEMBER	Remedial classes - Phase I Students' Seminar, NSS Blood Donation Camp
DECEMBER	Local or Long Field Excursion, 1 st Guardian Meet Unit Test- II (1 st , 2 nd & 3 rd Year) , NSS Awareness Programme Quiz contests and Group Discussion Unit Test -I (1 st , 2 nd , 3 rd year) 150 years celebration of Ramananda Chattopadhyay.
JANUARY	Annual Sports, Republic day Celebration- Activities of NCC Remedial classes - Phase II Students' Election and Union formation. RD parade camp (NSS) Annual Exhibition
FEBRUARY	3 rd year Test Examination , NSS Special Camp Entry into Services 2 nd Guardian Meet
MARCH	Continuation of 1 st and 2 nd year Hons. classes Remedial classes - Phase III (1 st and 2 nd year only) Classes for Entry into Services Test Examination (1 st , 2 nd year)
APRIL	University Part-III Examination Campus Selection Classes for Entry into Services
MAY	Summer Recess & University Part-I Examination
JUNE	University Part-I & II Examination Commencement of admission process

Part-B

Criterion-I **Curricular Aspects**

2015-16

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	15			
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

22.09.2015 :- Dr. S.K. Mukherjee, Principal and President of the Students' Union took the Chair and the meeting begins.

Agenda 1:- Colouring of the College Building.

The colouring of the college buildings is a long pending demand of the Students' union as further raised in the house.

Teachers' council also recommends the matter. So for getting final approval by the GB the matter be and is referred to the GB.

Agenda 2:- To allow holding of Fresher's Welcome and Annual Social Function of the College within the College campus.

The students' Union Demand that the Freshers' Welcome and Annual Social functions'2015 should be held within the college campus instead of holding at Rabindra Bhavan as held in the last year.

Principal arises the question of breaking of benches and chairs during the running of the last programme by some newly admitted students.

The members assure the Principal that they are taking the responsibility for protection of the college properties. Even of any breakage occurs during running of programme the compensation will be paid to the college from the students' Union fund as assured by the GS, Students' Union.

Agenda 3 (Miscellaneous):- To increase the number of books in the Library.

Some members of the Students' Union demand that reference books in some subjects are insufficient in comparison to the actual demand.

Principal reports to them that the matter should be discussed in the Library committee at first and subsequently it should be approved by the GB.

Meeting with Parents

18.03.2016 :- A meeting with guardians is held on 18.03.2016 to take some of the useful opinion of the guardians regarding the academic progress of their sons and daughters. At the very beginning they expressed their spontaneous satisfaction on the development of this institution and they also highly applauded the results of students of previous years. Later, they placed two proposal for consideration i) The renovation of the college canteen and a little adjustment of classes in the routine so that the students coming from the remote areas don't have inconvenience on account of their transport problems.

Meeting with Alumni

22.02.2016:- With the president of the chair, the committee takes the following proposals:-

i) Secretary along with the whole body propose the principal to take legal advice from lawyer about what to be done about the one-sided acquisition of Haritaki Bagan College land by BSMCH through the BLRO-I of Bankura.

ii) In response to the proposal of the Principal to increase the Alumni membership through social media through forming a group of 4/5 energetic members. The Committee accords to his proposal and evolves that responsibility to those Alumni having that knowledge.

iii) The committee requests the college authority to keep sincere watch of the college drinking water system in the coming summer.

iv) Proposal was placed to enrol out-going students as Alumni members at the time of taking college leaving certificate.

v) Next Executive Committee meeting be held on 27.05.2016 at 3.00 p.m.

Having no other agenda the meeting ends with vote of thanks to the chair.

Teaching, Learning and Evolution

2.1 TOTAL NUMBER OF PERMANENT FACULTY:-

TOTAL	ASSISTANT PROFESSORS	ASSOCIATE PROFESSORS	PROFESSORS	OTHERS
51	23	05	NIL	23

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
00	02	NIL	01	NIL	NIL	NIL	01	00	04

2.4 NUMBER OF GUEST AND VISITING FACULTY AND TEMPORARY FACULTY

GUEST PROFESSORS	VISITING FACULTY	TEMPORARY FACULTY
23	NIL	NIL

2.5 FACULTY PARTICIPATION IN CONFERENCE AND SYMPOSIA:

NUMBER OF FACULTY	INTERNATIONAL LEVEL	NATIONAL LEVEL	STATE LEVEL
ATTENDED	03	13	14
PRESENTED PAPERS	02	10	06
RESOURCE PERSONS	—	02	—

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 for teaching.

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

182

2.8 EXAMINATION/EVALUATION REFORMS INITIATED BY THE INSTITUTE

1. Double valuation
2. Scrutiny, Review on request.
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)	213	64	59	123	140	64.7
B.Sc. (Gen)	40	02	16	NA	18	45.00
B.A. (Hons)	220	13	162	-	175	79.55
B.A. (Gen)	111	08	37	NA	45	40.54
B.Com.(Hons)	40	11	15	-	26	65.00
B.Com. (Gen)	03	00	01	NA	02	66.66

[NA= YET TO BE ANNOUNCED]

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

IQAC contributes by :-

1. Encourage teaching staff to maintain daily diaries to enable self assessment
2. Closely and continuously monitoring the performance of teachers
3. Encourage teachers to organize and participate in seminars, workshops
4. Obtaining feedback from students

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	03
FACULTY EXCHANGE PROGRAMS	
STAFF TRAINING CONDUCTED BY THE UNIVERSITY	
STAFF TRAINING CONDUCTED BY OTHER INSTITUTES	
SUMMER/ WINTER SCHOOLS, WORKSHOPS ETC	
OTHERS	

2.14 DETAILS OF ADMINISTRATIVE AND TECHNICAL STAFF:

CATEGORY	NUMBER OF PERMANENT EMPLOYEES	NUMBER OF VACANT POSITIONS	NUMBER OF PERMANENT POSITIONS FILLED DURING THE YEAR	NUMBER OF POSITIONS FILLED TEMPORARILY
ADMINISTRATIVE STAFF	09	18	NIL	10
TECHNICAL STAFF	10	09	NIL	16

3. Research, Consultancy and Extension

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

IQAC encourage teachers to carry out major and Minor research projects in the institute. IQAC also assure teacher to give up the proper facilities to carry out research work. IQAC also encourage the teachers to participate national and international seminars.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	---	---	---
Outlay in Rs. Lakhs	8,16,000/-	---	---	---

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	03	01		03
Outlay in Rs. Lakhs	12,50,000/-	1,60,000/-		12,50,000/-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	--	07	06
Non-Peer Review Journals	--		--
e-Journals	5	16	--
Conference proceedings	--	26	--

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	2014-2016	UGC	12,50,000/-	96,000/-
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects (other than compulsory by the University)	--	--	--	--
Any other(Specify)				
Total			12,50,000/-	96,000/-

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

Rs. 24,000/- (Webel Computer Centre)

3.11 No. of conferences
organized by the
Institution

Level	International	National	State	University	College
Number	NIL	NIL	1	NIL	05
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

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 by 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 in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum	0	College forum	2	
NCC	2	NSS	08	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.
- The fish farmers of Ramsagar block of Bankura district took the help of Department of Zoology to know the qualitative and quantitative pshyco-chemical parameters of water and soil of their desired ponds.
- Through agro diversity management Dr. Anjan Kr. Sinha a teacher of Department of Botany with the help of farmer group initiated to establish a welfare society for the cultivation and preservation of local rice varieties. Dr. Sinha has been selected on 03.05.2016 for Recognition of Plants genome savior Farmers' Rewand & Recognition' 2013 with Rs. 1.00 Lakh citation and Memento by the Ministry of Agriculture & Farmers Welfare, Govt. Of India.
- 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.
- 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.
- NSS Volunteers got the chance to participate in the International Camp (BRICS Youth Summit 2015) National level camps like pre Republic Day (RD) parade camp at Kolkata, RD parade camp at New Delhi and other National integration camps.
- Several seminars were carried out by the three NSS Units.

4. Infrastructure and Learning Resources
4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	16,507 acres (Including Hostels & Ground)	-	-	16.507 acres
Class rooms	16	-	-	16
Laboratories	20	-	-	20
Seminar Halls	1	-	-	1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	5	3	-	8
Value of the equipment purchased during the year (Rs. in Lakhs)	Solar System Language Lab Gymnasium CCTV Digitisation of College Library	Rs. 2,41,000/- Rs. 2,00,000/- Rs. 2,06,300/- Rs. 66,600/- Rs. 1,20,000/-	UGC UGC MLA Fund College Fund UGC	-
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	36192	4283175	300	95421	36492	4378596
Reference Books	10462	3568145	120	50982	10582	3619127
e-Books						
Journals	02	960	02	960	02	960
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	94	24				10	44	14
Added	--	--				--	--	--
Total	94	24				10	44	16

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. For up-gradation, internet facilities, different softwares are available to the staff and students.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1.49
ii) Campus Infrastructure and facilities	2.58
iii) Equipments	0.15
iv) Others	2.78
Total :	7.00

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>
3277			

(b) Number of students outside the state:

04

(c) Number of international students:

NIL

Men:

<i>No.</i>	<i>%</i>
2056	62.74

Women:

<i>No.</i>	<i>%</i>
1221	37.26

<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>
1585	451	191	461	16	107	2811	1886	476	163	646	04	102	3277

Demand ratio: 1:3.5

Dropout (%): 25%

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

- Remedial Coaching classes are regularly held especially for the Backward Students.
- Entry into Services coaching Classes are regularly held for the registered students.
- Materials are given to participant to face competitive examinations.
- Under the Leadership of Assigned teachers group discussion among students are regularly held.
- Remedial Coaching classes are held for the Backward students.
- Class tests are taken regularly to assess their academic progress.

Number of student beneficiaries:

151

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>
2	1	2					

5.6 Details of student counseling and career guidance:

From 27.06.15 to 09.07.2015	TATA Consultancy Services (TCS) Kolkata
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Number of student beneficiaries:

70

5.7 Details of campus placement:

<i>On campus</i>			<i>Off campus</i>
<i>Number of organizations visited</i>	<i>Number of students participated</i>	<i>Number of students placed</i>	<i>Number of students placed</i>
01	70	04+02 (other College)	_____

5.8 Details of gender sensitization programmes:

NYK, Bankura, Govt. of India, have given us the opportunity to organize gender sensitization like District Youth Convention.

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>
02	_____	_____

5.9.2 Number of students participated in cultural events:

<i>State/University level</i>	<i>National level</i>	<i>International level</i>
01	_____	_____

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>02 (Sports & Games)</i>	_____	_____	_____
<i>01 (Cultural events)</i>	_____	_____	_____

5.10 Scholarships and financial support:

	<i>Number of students</i>	<i>Amount</i>
<i>Financial support from institution (Free Half-free Studentship)</i>	493	Rs. 2,45,500/-
<i>Financial support from government</i>	964	Rs. 65,77,800/-
<i>Financial support from other sources</i>	17	Rs. 11,900/-
<i>Received International/National recognitions</i>		

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:

04

5.13 Major grievances of students (if any) redressed:

1. To allow poor students for admission free of cost.
2. Payment of exact amount of students' union fee as collected for the year 2014-2015.
3. To increase the number of books on Library.
4. To increase the intake capacity in different subjects.

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 certain 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 grows 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 of all stakeholders in the development process of the institution.
- 4) To make 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 especially to 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 group discussion etc. to encourage the young mind.

Technology enabled Teaching Learning process practiced in college. LCD projectors and overhead projectors are used for teaching regularly.

The Honours departments also organize seminars.

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

6.3.3 Examination and Evaluation

Class tests / 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.

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 46654 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 staff 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 a University expert and a subject expert following advertisement in daily newspaper.

Non-teaching contingency staff are recruited by college authority following proper norms .

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. On-line admission procedure was introduced 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 areas of interest and to guide them to choose their subjects.

Post Admission counselling of students is done to motivate the students in the subjects of study and to give students overall ideas of the subjects.

6.4 Welfare schemes for

Teaching	<i>Employees Credit Co-Operative Society, Provident Fund, Festival Advance, Teacher Welfare Fund, Emergency Loan.</i>
Non teaching	<i>Staff Credit Co-Operative Society, Staff Welfare Fund, Provident Fund, Festival Advance, Emergency Loan.</i>
Students	<i>Free Studentship (Half/ Full), Government Scholarships, State Govt. Minority Scholarships, Award, Prize, SC/ST Stipends. Students' Health Home facilities, Health Unit and disruption of free medicines to the Students & Staff.</i>

6.5 Total corpus fund generated

Rs. 33,38,632/-

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 examinations 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 interval.

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

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 & CAMS, SOUL is provided to the concerned employees.

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

Training for e-tender process is provided.

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

- 1. Campus declared as no smoking zone.*
- 2. Campus declared as plastic free zone.*
- 3. Campus declared as Ragging- free Zones.*
- 4. Solar Lightening project has been successfully setup at the college premises.*
- 5. The college campus and some important areas like Library, Auditorium, Office etc. Have been bought under CCTV surveillance.*
- 6. An initiative is taken for “Rain-water Harvesting’ within the college campus with the financial help from Govt. Of West Bengal (Sanctioned amount Rs. 3,71,864/-)*

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.

- Regularly Nutritional survey work is carried out
- Help in pisciculture through expertise
- Bar coding system mostly introduced in College central library
- Community relationship development programme undertaken
- Plantation programme, blood donation camp, seminars by NSS Dept. have organized
- Applied for another new NSS Unit to engage more 100 volunteers to develop their personalities better
- NSS volunteers prepared for different International, National & State level camps
- NSS and Nehru Yuva Kendra (NYK) collaborative work done
- Mushroom cultivation started.

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 Dept. of Nutrition 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 among them.
- The work of bar coding system in College central library is in progress.
- 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.
- Like every year this year also we arranged blood donation camp at the College campus and 56 units of blood was donated.
- One female NSS volunteer for the FIRST TIME got the GOLDEN OPPORTUNITY to join the International Camp (BRICS Youth Summit'2015 at Kazan, Russia)
- By doing sports, sit-n-draw competition, consumer awareness programme, ABO blood grouping etc. we established a better relationship with the community.
- Several seminars, self defence demonstration programme was carried out by the NSS Units.
- NYK, Bankura, Govt. of India, have given us the chance to organize the programmes like Blood Donation Camp and START-UP INDIA programme under Theme Based Awareness & Education Programme etc.
- Four students of this Institution were selected through campus selection of TATA Consultancy Service (TCS).
- State Level Seminar on Chemistry organized by the Dept. of Chemistry
- State Level Workshop on Neutrogenomics organized by the Dept. of Nutrition
- Seminar on Sri Ramananda Chattopadhyay arranged by IQAC
- SEBI Seminar at College Auditorium arranged by College authority
- College Level Seminar on Emerging trends in Microbiology organized by Dept. of Microbiology
- Automation of College Administration done by operating the college administration & management system (CAMS) software properly. The computerization of salary account (COSA) software helps the account section of the College during preparation of salary statement. The College Library has installed the SOUL software, by which the students, teachers and staff can search their books through OPAC of SOUL software and can avail the reprographic facilities in the library. Accessed E-Resources through N-LIST programme.
- Free Wi-Fi access
- Digital record keeping of students' result
- Language Laboratory established at Dept. of Computer Science.
- Renovation of College Canteen, Girls' Common Room, Toilet etc.
- Seminar on this "Living with Harmony – People and Elephant" by the Dept. Of Zoology

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

- **BEST PRACTICE 1: State Level Seminar on Chemistry arranged**
IQAC Seminar on Sri Ramananda Chattopadhyay arranged
SEBI Seminar at College Auditorium arranged
- **BEST PRACTICE 2: Outstanding NSS activities carried out throughout the session**

7.4 Contribution to environmental awareness / protection

College contributed to protect the environment by the following activities:

- The College organized Bana Mahotsava Week in July, 2015; during that, a moderate number of saplings were planted at the three hostel campuses of this College and taken care to grow up.
- Green campaigning among students and staff
- Implementation of eco-friendly practices by campus cleaning through Swachh College Avian
- Energy conservation by using CFL bulbs
- Solar system introduced to encourage the use of renewable energy at College campus

7.5 Whether environmental audit was conducted?

Yes

☐

No

☒

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

SWOC analysis was performed internally

Strength

- Dedicated NSS volunteers made the NSS Dept. as one of the BEST Dept.
- Good performance of the students
- Committed Teaching Staff and Support Staff

Weakness

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

Opportunities identified

- Opening of regular P.G. programmes and job-oriented courses
- Active support of staff and alumni

Identified Challenges

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

8. Plans of institution for next year

- Another new NSS Unit to be opened (if sanctioned by the University of Burdwan)
- The New Girls' Hostel to be started.
- Training and campus selection of Tata Consultancy Services (TCS) to be started.
- Roof water harvesting system to be started
- To open courses under IGNOU.

Name **Dr. Swapan Mukhopadhyay**



Signature of the Coordinator, IQAC

Name **Dr. Samir Kumar Mukherjee**



Signature of the Chairperson, IQAC
