YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	BANKURA SAMMILANI COLLEGE
• Name of the Head of the institution	Dr. Samir Kumar Mukherjee
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03242250741
• Mobile No:	9434577765
• Registered e-mail	bankurasammilanicollege@gmail.com
• Alternate e-mail	bsciqac@gmail.com
• Address	Kenduadihi
• City/Town	Bankura
• State/UT	West Bengal
• Pin Code	722102
2.Institutional status	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University		**Bankura Univesity**
• Name of the IQAC Coordinator		**Dr. Swapan Mukhopadhyay**
• Phone No.		**03242250741**
• Alternate phone No.		**03242250741**
• Mobile		**9064779863**
• IQAC e-mail address		**bsciqac@gmail.com**
• Alternate e-mail address		**swapan.bankati@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)	http://bankurasammilanicollege.net/images/uploads/AQAR_2019-20.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://bankurasammilanicollege.net/images/uploads/Academic%20Calender_2020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**75.4**	**2006**	**02/02/2006**	**01/02/2011**
Cycle 2	**B+**	**2.67**	**2016**	**05/11/2016**	**04/11/2021**

6.Date of Establishment of IQAC	**27/02/2006**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**NIL**	**NIL**	**NIL**	**00**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	05	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

11.Significant contributions made by IQAC during the current year (maximum five bullets)
Implementation of two certificate courses on Travel & Tourism and Spoken English
Construction of the Chemistry Post Graduate laboratories and class rooms
Expansion of reading room facilities of college library.
One day Awareness webinar on "Gender Equity" on 21st November, 2020
One day National Seminar on Intellectual Property Rights on 7th February, 2021

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Initiation for implementation of two certificate courses on Travel & Tourism and Spoken English	Implementation of two certificate course on Travel & Tourism and Spoken English
Plan of Faculty Exchange Programme as per MOU dt. 01/07/2019 with the Bankura Zilla Saradamoni Mahila Mahavidyapith; MOU dt. 12/05/2021 with Bejoy Narayan Mahavidyalaya, Itachuna; MOU dt. 08/06/2021 with Bankura Christian College	Faculties of the Bankura Sammilani College, Bankura Zilla Saradamoni Mahila Mahavidyapith, Bejoy Narayan Mahavidyalaya, Itachuna and Bankura Christian College have delivered visiting lectures in different Subjects as per requirements on separate dates on online mode
Plan of construction of the Chemistry Post Graduate laboratories and class rooms	80% work has been completed for the construction of the Chemistry Post Graduate laboratories and class rooms
Plan of Renovation of the department of Botany and Nutrition	Renovation of the department of Botany and Nutrition has been completed
Plan of Renovation of the Library and extension of reading room	Renovation of the Library and extension of reading room has been completed
Plan of organizing webinar on "Gender Equity"	Successfully organized webinar on "Gender Equity"
Plan of making awareness Programme for COVID-19 to the college Students and to the local People, by the NCC & NSS Students and in-charges of the college	Posters, leaflets have been brought from the local CMOH office and properly displayed at the college campus and at the surrounding areas with short speech to the viewers about Preventive measures to be taken by all of us like maintaining social distancing, using face masks and using hand sanitizers at regular intervals
Plan of continuing on-line classes for Students and uploading study materials	On account of all-round closure including the colleges during the unprecedented situation of

accordingly by the teachers of the college	COVID-19 and resultant nation-wide lockdown, the Provision of on-line classes for the college Students has already been initiated through Google Platform, Zoom, Whatsapp group but later on hiring special software for the purpose
Plan of Renovation of Principal's Chamber and IQAC Chamber	Renovation of Principal's Chamber and IQAC Chamber has been completed
Organizing student orientation program for newly admitted students	Orientation program for newly admitted students was held from 24th to 30th August, 2021
Organizing National Webinar by the IQAC on "Intellectual Property Rights"	Organized on 27th February, 2021

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	25/09/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	26/03/2022

Extended Profile

1.Programme

1.1   **674**

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1   **2928**

Number of students during the year

File Description	Documents
Data Template	View File

2.2   **1109**

Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	View File

2.3   **781**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **44**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **48**

Number of Sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	**674**

File Description	Documents
Data Template	View File

2.Student	
2.1 Number of students during the year	**2928**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1109**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**781**

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	**44**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	48

File Description	Documents
Data Template	[View File](#)

4.Institution

4.1 Total number of Classrooms and Seminar halls	28
4.2 Total expenditure excluding salary during the year (INR in lakhs)	23557787
4.3 Total number of computers on campus for academic purposes	90

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The CBCS syllabus has been introduced in all its affiliated colleges under Bankura University since the academic year 2017-18. So, this institution has been pursuing the same in all the undergraduate courses as well as post graduate courses in the subjects of English and Chemistry. The syllabi have been restructured in all subjects within the time frame of 6 months per semester. Syllabus organization in concise form and presentation for clear communication and preparation of handouts are made by teachers and completed in time by them. ICT tools are also used as a common feature. For sending the study materials and assessing the assignments as given to the students, common e-mail ids and whatsapp groups are used. Internal examinations are held with a view to make the student familiar with the MCQ patterns as well as short questions for competitive examinations. A total e-governance is maintained for all administrative processes related to the examinations e-g form-fill up, download of admit cards, uploading of marks scored by students in the examinations, and other

administrative works ie registration, enrolment, students' scholarship works etc. An Examination committee has been constituted inducting the members following the Bankura University guidelines. IQAC of the college analyses the students' results and take remedial steps for their improvements. Students' Seminars are also organized department wise on various topics included in their curriculum to enhance interactive powers, communication skill and sharpen their knowledge.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Students' merit is continuously evaluated internally and as a result of this their weakness are detected in comparison to other students in the class. Chances are given to them for necessary corrections also. End Semester Examinations are held at regular 6 months' interval. Along with these, college arranges for class tests, internal evaluation tests, and surprise tests students' seminars. Class tests are organized with prior notifications to the students, whereas, the surprise tests are held to have an idea of the students' alacrity in the class. Owing to uncertain timings for taking the surprise tests, students' attendance in the class has much improved. Some departments arrange for presenting project papers and delivering short duration lectures to other students in the class. This helps the students enormously to discover in them the power of articulation and proper arrangement of thoughts in systemic manner. Moreover, through this process the students can evaluate their own academic knowledge and at times they vie acutely with their friends in order to obtain applause from friends and teachers having proved creativity and individuality. Students' seminars on some syllabus based topics also add to their enhancing interactive powers and communication skills in addition to acquisition of knowledge. Thus the surprise tests, presentations of short duration lectures and impromptu speech by students have created a buoyancy of bravura among them. They are encouraged to shrug off the feeling of inertia. Teachers encourage continuous development of a student's talent and personality.The Teachers' Council of the college under the guidance of the Principal prepares an academic calendar at the beginning of each

session following schedule of University exam and list of holidays as prepared by BKU. This calendar becomes very useful to the teachers to successfully complete the modules of syllabus prepared by the departments concerned. The modules are distributed to the students, so that, they became acquainted with the assignments of the departmental teachers who try their best to complete them within the stipulated time frame. The examinations are also strictly conducted following that calendar which has also incorporated the dates of University examinations. Sufficient freedom is left to the departmental teachers to accommodate tutorial classes, Surprise tests, Unit tests, impromptu lectures by students, laboratory works, spoken English classes and any other academic event are organised by the college, obviously not hampering the academic calendar schedule. Above all, the academic acumen, temperamental flexibility and social sagacity of the college are maintained. Principal helps the institution to implement all academic events successfully.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

34

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

02

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

35

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

10

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The values of honesty, integrity, probity, objectivity and the virtues like compassion, empathy, tolerance etc. are the part and parcel for a man in the profession of teaching. With that objective in view every faculty in this institution tries to infuse in the students, the major stakeholders, some moral values along with imparting the routine teaching. Again, teachings on human values, gender equity are imparted to our students through arrangements of webinars, workshops, educational tours etc. It may be mentioned in this context that two webinars had been arranged jointly by the departments of Zoology, Botany and IQAC of the college on the topics, 'Swami Vivekananda's evaluation of India' on 01/07/2020 and 'Ideals of Swami Vivekananda and the role of our youth' on 01/08/2020, where Swami Sumana Sanandaji Maharaj of Rama Krishna Mission from South Africa enriched our students and Staff with his valuable words. Similarly, a webinar on gender equity had been arranged on 21/11/2020 jointly by the department of Chemistry and IQAC of the college to make our students aware of the role of female in country's development and importance of providing equal opportunities to both male and female for balanced development of our society.

The teachings on environmental issues are imparted in accordance with the Bankura University syllabus on Environmental studies. Our institution being affiliated to Bankura University, it is maintained through the involvement of the university. Although we have no major role in curriculum development of the university, our teachers being members of university academic bodies give suggestions for modifications of the curriculum from time to time.

Teachers try to disseminate their knowledge of high morals, sense of discipline, ethics of life through different activities both academic and extension, wherever possible. Some project works, workshops, training programmes, seminars/webinars, educational tours are also organised as prescribed in the syllabi for the said purpose. Those faculties who are involved in research works are well aware of the bad impact of plagiarism. Our students, specially the post graduate ones are also imparted teaching on the topic of plagiarism and its bad impacts on their future.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	**No File Uploaded**

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

1

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

33

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://bankurasammilanicollege.net/images/uploads/Feedback.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2292

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

613

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The credibility of an educational institution lies more in the efficient management of assessment of learning levels of the learners. The college organizes participative learning in the form of students' seminars on different topics, as included in their syllabi. Special coaching's are imparted to the advanced learners to equip them for different competitive examinations, JAM, PSC, NET, SET, examinations etc. Remedial coaching classes are arranged (as kept in class routines for two days per week) for our slow-learners. Moreover, both types of learners are taught project report writing and also given opportunities for interactions among them in presence of class teacher on a particular topic.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	**No File Uploaded**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
2928	**44**

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The knowledge level of a student becomes wider and extensive when he is given ample exposures to various forms of teachings like experiential, participative and problem solving etc.

Educational tours, one of the experiential forms of teaching as prescribed in the syllabi of some subjects are conducted by the college. Teachers act as guide in explaining the students the significance of various projects/activities/places of historical interest during those educational tours. Seminars/webinars are arranged off and on for enhancing students' confidence, sphere of knowledge through interaction with the resource persons. Unit test, quiz contests are also arranged from time to time to enhance their learning experiences. Moreover, assignments as given to the students make them equipped with the capacities of creative writing and reflection of their learning experience in their own literary work. Mention may be made in this context that Eco-club of this college had arranged a quiz contest for the college students on 05/06/2021 while organizing a webinar on the topic 'Ecosystem Restoration and sustainable utilization' in collaboration with the IQAC.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

In the modern age of high technological development, ICT enabled tools provide immense facilities to the teachers for effective teaching-learning process. During the COVID-19 situation for last one and half year since March, 2020, the students got exposure to on-line teaching. Most of our departmental teachers use laptop, LCD projectors, Video lectures in the classrooms to make their teachings more attractive and lively to our students. Some teachers of science departments even upload their video lectures of both theory and practical classes in the students' study group. Moreover, e-resources, e-contents are also provided to the students. The college library being digitized, the faculties and students of the college utilize these resources for their respective academic purposes.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

83

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

44

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

26

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

402

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Since the academic year 2017-18 CBCS syllabus (Choice Based Credit System) is being followed as prescribed by Bankura University. A total of 10 marks (20% of the total marks) have been allotted for internal assessment in each paper. This assessment is made through different modes like internal assessment, giving assignments to students, seminar presentation by students, viva voce etc., whichever is suitable for respective departments. The marks obtained by students after evaluation of their performances are sent to the university to ensure the eligibilities of the students for sitting in the end semester examination. These internal assessment marks are credited for calculation in the gradation of their results by the university.

Before sitting in the internal assessment tests students are prepared thorough revision on the chapters as taught in the classes. Even some departments take unit tests as soon as two or

three chapters are taught completely in the classes. Even after conducting the unit tests students are given chances to go through their answer scripts in view of making rectifications and betterment in future.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Grievances if arisen in the students' mind regarding internal assessment are met up by respective teacher who evaluates the students' answer scripts or other performances. Special classes with interactive sessions are taken by those teachers if the list of grievances is long one. On-line help desk is maintained by the college to help the students in this regard. Even, students' grievances are solved by the concerned teachers through departmental whatsapp group or e-mails.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

It is most significant that urge to gain knowledge or gather information on a particular subject only grows in a student's mind when he/she is exposed to programme outcome or course outcome of that subject. A teacher being the role model for a student should also be well aware of the same. At the very onset of classes after new admission, 1st semester students is given exposure to employ-abilities, skill enhancement, programme/course outcomes of respective subjects by the teachers. Week long special orientation programme is organized by the IQAC of the college for that purpose. Students are immensely benefitted from that programme being well versed with the prospects and future opportunities of their respective subjects.

For the benefit of students the programme outcomes and course outcomes are well documented in the college website. Sometimes, our old passed-out students of some departments with brilliant academic results, as pursuing higher studies in the universities both home and abroad, are invited to deliver special lectures and motivate the present students sharing their own experiences.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://bankurasammilanicollege.net/details_poco.php
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Evaluation of the attainment of the programme or course outcomes is done through unit tests, internal assessment by the college. It has been done in terms of quality during the COVID-19 pandemic period through on-line method.

Whereas, it is the university which arranges for conducting the end semester examination, evaluation of students' performance and publication of final results in terms of cumulated grade point average system (CGPA) through the major involvement of the affiliated colleges.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

741

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://bankurasammilanicollege.net/images/uploads/sss_20_21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

56000

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	https://vigyansathi.in/?page=faq

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

6

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

22

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

7

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college students in collaboration with NSS volunteers and NCC cadets carried out the extension activities in the neighborhood communities during the year 2020-21 by making COVID-19 pandemic awareness programmes. Door to door surveys including the distribution of masks were made in the adopted villages by the NSS volunteers. The institution believes that cleanliness is next to godliness. Following this principle, the institution has extensively launched programmes to aware people of the importance of water in our life. People should stop misusing water. Many programmes are arranged to aware people of the dangers of using plastic. The programmes are arranged to aware people of the dangerous single-use plastic bags below the permitted limit of thickness. Even cleanliness drives, cleaning the local water reservoirs, water awareness programmes, anti-drug campaign etc. had also been made by our students. NSS-in-charges of the colleges play a vital role in sensitizing our students to such social issues and facilitating holistic developments. Mention may be made in this context that a cleanliness drive was held by the college on 8th & 9th January and 11th February, 2021 under SAP (Swachhta Action Plan), a milestone initiative of Swachh Bharat Mission. It was a wonderful opportunity for our students, NSS volunteers, NCC cadets and staff of the college to participate in raising awareness on the importance of cleanliness in our neighbouring localities in an elaborate, accountable and sustained manner. It may be added in this context that a webinar on Dengue awareness was conducted by the department of Zoology in collaboration with IQAC of this college on 04/08/2020.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	**No File Uploaded**
e-copy of the award letters	**No File Uploaded**

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

9

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/

NCC/ Red Cross/ YRC etc., during the year

387

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

3

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**No File Uploaded**

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Infrastructure and physical facilities are prime factors for an educational institution in respect of teaching-learning. The college at this moment has 30 classrooms, about 82 computers and 17 departmental laptops. One virtual classroom as financed by the Govt. of West Bengal, one dedicated seminar hall cum auditorium is there in the college. The teachers utilize the ICT facilities i.e LCD projectors to deliver their lecture-cum-power point presentation to the students. Classrooms are used for tutorials and remedial coaching after regular classes for weaker students. The college library is well equipped with Printer, photocopy facility and desktop with internet for use of students as well as teachers.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has adequate facilities for cultural activities, games and sports (Indoor & outdoor), gymnasium and yoga. The cultural committee of the college organizes cultural competitions like singing, recitation, extempore lectures, debate competition etc. The tribal students of the college have formed a cultural group for performing their activities on various occasions. Indoor games facilities like carom, chess etc. are there in the college while football, volleyball, cricket, badminton are some of the items as included in outdoor games. The college has provided students one gymnasium as financed by the local MLA fund. Yoga centre under the supervision of local 'Brahma Kumaris' has also been facilitated to our students and staff thus helping to, increase their concentration of mind. NSS camps and other activities are carried out regularly.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

2

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	**No File Uploaded**

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

13211077.00

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	<u>View File</u>

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The Bankura Sammilani College Library has started its automation works of library function using ILMS "SOUL". Present version is 2.0. The house keeping operations include acquisitions, cataloguing, circulations, serial control, Web OPAC and maintenance. The complete process of acquiring books and its technical processing is completed using the designated module of the software. The software supports all the activities of circulation section including issue – return, book reservations of books, and overdue charges. The software is equally useful in the management of serials control of current issues of Print Journals as well as back sets of journals. It supports processing of subscription, reminders for non-receipts of journal issues and binding of journal volumes. The Web OPAC facilitates searching of complete library collection with the results, providing the location of a book in a particular library. The ILMS provide a distributed system of Input for bibliographic details of the books and other documentary materials like periodicals etc. BSC Library has planned to move cloud based ILMS in future.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	D. Any 1 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

00

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	**No File Uploaded**

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

468

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

With the development of newer IT facilities, the college updates the same including the wifi. Initially the college installed private wishnet connection. Afterwards BSNL NME (National Mission for Education) connections have been made with reasonable rates of charges. At present, college the has Allianze broad band connections in the college office with the NET speed of – 100 mbps, while all the science departments including the college library have BSNL broadband connections having speed of – 100 mbps.

It is the CAMS (College Administration and Management System) software that is used and updated frequently to manage all kinds of office works of the college including accounts, auditing, students' admission, sending their data to the university for registration-cum-enrolment, on-line classes, examination, evaluation and sending of marks to the university, salary billing of the staff through HRMS portal etc. SOUL (Software of University Libraries) is used by the college to manage all kinds of library works. But having some limitations of this software, the college

is planning to install new KOHA software in place of SOUL software in near future.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

112

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	**B. 30 - 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

9.36

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

There is systematic arrangement and enlistment of books in the college library as purchased from different sources of fund in accordance with the requirements of respective departments of the college. Students are allowed to pursue their studies in the reading room on day wise issue and submission of books. They are allowed home issue with 06 books (for Honours students) and 04 books (for Programme students) at a time for a period of one month. A fine of Rs 5/- is charged per month if any student makes delay in submitting the issued books. Teachers are allowed home issue with 30 books at a time for a period of maximum 03 months. Almost 98 percent of the works for digitization have already been done. It facilitates easy issue and submission of books with proper verification by the barcode label of each book. The software used in the Library is SOUL-2. Inflibnet connection is already there in our library. Students and staff get the opportunities to access the e-journals and e-books as per their choices even from their departmental internet Connections. A visitor's book is maintained by the Librarian of the college regularly for getting any kind of suggestion for the improvement of our college library. The laboratories are maintained with regularly with proper updating the stock register. The chemicals or other recurring items as needed day wise for practical class purpose are issued properly with balance amount as required for the future use. The new chemicals/other items are further ordered for purchase on recurring basis. The different Laboratory equipments are purchased as per departmental requirements from different sources of fund namely UGC, RUSA 2.0, and State Government as well as College fund. The microscopes and other laboratory equipments are serviced annually for easy handling by the students and staff during practical classes. A total of approximately 90 computers are there in different departments of our college. Annual maintenances for computers is done for keeping them in ready use. The college ground is there at Ailakundi Mouza

under Bankura Municipality with total area of 4.00 Acres of land where our 'Sanghati Chatrabus', boys' hostel is also located. Regular football, cricket, volley ball, badminton games are held among the students and the staff of the college. A GYM centre is also there in our college which was constructed from VEUP/MLA fund (Rs 2.00 Lakh). Students practice regularly under the proper supervision of Gym Instructor.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

2606

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

195

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

E. none of the above

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	**No File Uploaded**

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

168

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	<u>View File</u>

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

6

File Description	Documents
Upload supporting data for the same	<u>View File</u>
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	**No File Uploaded**

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The students' council and representation of students of the institution play a significant role in academic and administrative activities of the college. The students being the major stake holders of a college, their welfare of or prime concern. Following the spirit of the guidelines of Radhakrishnan commission the institution always emphasizes on inculcating leadership qualities among the students. Class representatives are elected from among the students in accordance with the University guidelines. General Secretary of the Students' council and other portfolio holders are selected from among those elected class representatives. Principal is the ex-officio President of the Students' council. Vice-President and treasurer of the Students' council are nominated from among the teachers according to the Government norms. The General Secretary of the Students' council, being an ex-officio member of the college Governing Body expresses his own views or opinion regarding the Students' interest. Even Students' problems related to tuition fees, library matters, class attendance, Scholarship matters, Games and Sports, examination matters etc are pointed out in the Governing Body meeting for proper solution of the same. Students' representation in different committees of the college like Anti ragging cell, Grievance Redressed cell, Internal complaints committee, Free-Half free studentship committee, Women's cell, Admission committee, Sports committee, Cultural committee etc help the college authority for smooth functioning of the college. It is the Students' council of the college which in collaboration with the NSS volunteers and NCC students take positive initiatives in arranging blood donation camps, cleaning of the college campus and cleanliness drive program at nearby busty areas, tree plantation programs, AIDS, Dengue, Drug awareness programs for overall benefits of the students. Even during the Guardians' meeting, meeting of the alumni association of the college, it is the Students' representatives who seek expert opinion for the general development of the college. The fund, as allocated for different heads, like Fresher's Welcome, Annual social, Saraswati Puja budgets etc are spent through the mediation of the Students' council under the supervision of respective Teachers-in-charge. Thus Students' council acts as a bridging link between the college authority and the general students ventilating the student's problem, grievances with a view to make quick solutions.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	**No File Uploaded**

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The college feels proud of having an Alumni Association as formed on 18/12/2004 vide registration No.- S/11/3842 (2001-02) under the Registration of Social Act XXVI, 1961 of Government of West Bengal. Since its inception the said Association has been performing various welfare activities for the sake of students. The distinguished alumni share their valuable experiences regarding the academic and allied matters with the existing students in various occasions of the college. Meetings of the Alumni Association are also held at regular intervals to chalk out constructive plans and programs for the development of the college. The college is proud of those alumni members who have made them established in various fields like Teaching, Research centres, Administration, Government organization, corporate sectors, Politics etc. The poor students of the college get

financial help from some alumni members who are very much concerned about the students' education. Payment of tuition fees of the poor students, purchase of books in favour of them are also some of the constructive activities of alumni members. It is worthy of mentioning that the college gets sufficient valuable help from alumni members for the solution of the college land disputes and its proper utilization. Financial assistance by some well established alumni members for the construction of buildings, laboratory setup, and purchase of Library books are also worth-mentioning in this regard. Even, organizing of different forms of social services like blood donation camps, environmental awareness programs, solving the water crisis problems in our college and hostels, different kinds of awareness programs against drug addiction, AIDS, Dengue etc are some of the welfare activities that are performed with the assistance of the Alumni members.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

With the changing situation due to global outbreak of COVID-19 since January, 2020 and consequent lockdown as announced by the Government of India since the last week of March, 2020, we have been passing through a crucial period. Periodical observations of lockdowns have made us more adaptive towards the online activities of the college, both academic and administrative. Although at the initial stage of this academic year students got the opportunities for attending classes physically, during the later stage the college had to make provision for virtual classes for them. The teachers had to take their classes virtually through on-line

Google meet, Zoom platform etc. The college website has been restructured and teachers are able to upload the study materials for the students at the specific location in the college website. Such student teacher interactions were made in on-line mode even through Whatsapp group. The webinars are arranged at regular intervals by different departments of the college, where staff and the students got the unique opportunities to participate staying at their home. On-line system of admission (on standalone basis) in both the Undergraduate and Postgraduate courses is now a regular feature of the college as per the Govt. norms and Bankura University guidelines. Examination through on-line mode is also another adaptive feature at the moment to avoid COVID-19. Students get the opportunities to download their question papers through their individual login IDs from the University portal and sending their answer scripts to that portal in soft copy form within the scheduled time limit, as determined by the University. Evaluation of those answer scripts is done by the teachers through on-line mode with subsequent uploading of marks in the University portal for publication of result. The students' feedback is now being received by the college through on-line mode. The collection of fees from the students is now done through on-line mode through specific payment gateway in the bank. The college official works are now running through CAMS software (College Administration and Management System). The salaries of the staff are made through the HRMS (Human Resource Management System). Any kind of Govt. grant is now spent through the IFMS (Integrated Financial Management System) and through e-tendering process if the amount is more than 05 lakh. All the library activities like entry and issue of books, are done through SOUL software with INFLIBNET facilities providing the e-resources of study materials to the students and staff of the college. Thus the college is now proceeding towards the on-line mode of activities at every sphere with a distinct vision of systematic and quick updating of all kinds of works.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

College admission of students - It is done through on-line mode on standalone basis. All the departmental heads /their

representatives along with non-teaching staff and students' representatives are involved in the process. Admission Committee consisting of the above said members meets at regular intervals to assess the position of students' admission at every counselling. This counselling is made till all the seat capacities (Intake) as determined by the University, are filled up. The government norms regarding the reservation quota for SC/ST/OBC/PH categories of applicants are strictly observed during the process of admission. The verification of documents of the newly admitted students are done by the departmental teachers after the closure of admission and subsequently University registration is done for those newly admitted students.

College Exhibition – It is a regular practice of the college to arouse in students sense of innovative thinking. With this objective the college encourages the students to create something new within the ambit of their syllabi. So, college exhibition is arranged every year where the students get the scope of displaying their new creations or project works for the general public. Thus college exhibition provides ample scope for all-round participation of the general public as visitors, students and project makers as the inventors, teaching staff as the mentors while the college authority as the organizer.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Every strategic or perspective plan of the college is effectively implemented by the college Governing Body through different committees of the college. For any kind of academic development or activities the Teachers' council, IQAC are there. Admission committee of the college cares for students' admission following all the reservation rules of the Government. For any kind of infrastructural development the building committee is there to make plan and estimate subject to approval by the Finance committee and ultimately by the college Governing Body. All the extracurricular and other activities related to culture, games and sports, discipline, library, hostel, purchases, students' freeship, taking precautionary measures against ragging, sexual

harassment, etc. are monitored through the respective committees.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The administrative set up of the college, appointment of teaching and non-teaching staff, service rules etc. are guided by the directives from higher education department, Govt. of West Bengal following proper reservation polices of the Government. Regarding appointment of the teaching staff, Governing Body issues appointment letters to those candidates who are recommended by the West Bengal College Service Commission in accordance with the vacancy position as declared by the college to the said commission. In case of appointments of non-teaching staff the college Governing Body issues appointment letters only when a candidate gets permission for filling vacancy from the Director of Public Instruction West Bengal. All the service rules related to leave, promotion, and retirement benefits are guided by the Govt. of West Bengal.

Regarding procedure of payments of salaries of staff, the grant-in-aid as sanctioned by the DPI, West Bengal is mediated through the respective treasuries and deposited to individual bank account through HRMS portal of the Govt. of West Bengal.

The administrative system of the college in respect of office works, admission, library works, has been digitized i.e. made through on-line mode. Even during the COVID-19 pandemic situations on-line classes, examinations had been conducted as per the Bankura University guidelines.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	http://bankurasammilanicollege.net/images/uploads/Institutional%20Organizational%20Pattern.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Effective welfare measures for the teaching and non-teaching staff of this college is one of the positive measures as taken by the college. Considering the easy availability of financial loan with reasonable simple interest to each staff, as per his/her need, an employees' cooperative society had been established in the year 1962 and registered as per Government rules with registration number 7BK dt 11/08/1962. The college staffs are immensely benefited by this society. The interest accrued from the capital loan amount is distributed among the staff members as annual dividend. In addition to that, the college Governing Body allows payment of emergency loan without interest to any college staff to meet up the financial crisis during critical situation, subject to deduction of equal monthly instalment from salaries, as refund of this loan. One time financial help is also granted by the college

Governing Body to the ill-paid staff during the marriage ceremony of their daughters, in the event of death of any family member etc. Group savings for all the permanent employees under Life Insurance Scheme have been done by the college following the proper guide lines. During the COVID-19 pandemic period the college had arranged for staff vaccination at the local CMOH Office, Bankura under the supervision of Bankura University. Every year during 'Durgapuja' festival period bonus and 'Puja-advance' are sanctioned by the college Governing Body to the low salaried staff. The college has also made arrangements of Government health insurance 'Swastha Sathi' and 'Health Scheme' for the contingency staff and permanent staff respectively. Moreover, staff wards are remitted of the tuition fees for pursuing their studies at this college.

Regarding academic matters the teaching staffs are allowed on-duty leave for their faculty development programme. All sorts of financial burden are borne by the college during their promotion Career Advance Scheme, following the UGC guidelines.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

14

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance appraisals of the teaching staff are observed by the IQAC of the college on regular basis. Every teacher has been provided with a register, where self-appraisal reports of his own are noted down for future evaluation by the IOAC and the principal. Number of classes allotted and taken (both theory & practical) (as per the UGC guidelines), are to put on record on daily basis in the said register. Total number of teaching days in the whole academic year and all their class details, their leave accounts are required also for the promotion of the teachers. The teaching and non-teaching staffs are inducted as the members of the college Governing Body as per Government guidelines and also the members of different committees of the college. The non-teaching contingency staffs of the college are allowed incentive from the college fund on the basis of their performances as considered off and on by the Governing Body of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college follows the government guidelines in this regard. The Director of Public Instruction, Government of West Bengal nominates one Auditor every two years for external audit. The auditor checks thoroughly the accounts of the college. The cash book which is updated on regular basis, the balance sheet, the income expenditure statement, utilization of government grant, and grants from other sources are displayed before the auditor. The Library records of books/journals, Asset Register, Stock registers of different departments are also verified during the time of auditing. Before the process of External Auditing a four member team is formed to verify all the records as a process of internal audit. This team consists of the members, like Bursar, Head clerk/Accountant and two senior teachers (From among the members of the Finance Committee) along with the Principal. Whenever, the college gets any government grant a special audit is done by the

Accountant General, West Bengal for verifying the process of utilization of those grants.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

16600

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

In respect of the strategy for mobilization of college fund, the Governing Body is the highest authority in making the policies and taking the decisions. Execution of those decisions or resolutions is made through different committees like Finance committee, Purchase committee etc. In cases of infrastructural development, Governing Body seeks the proposals from the Building committee of the college. For purchase of laboratory equipments, computers, library books, items for games and sports, remunerations of non-teaching contingency staff etc. respective budgetary heads are minutely considered and approved by the Governing Body in accordance with the financial position of the college fund. Optimal utilizations of the resources are made in accordance with the need. The laboratory equipments as purchased for different science departments are utilized for conducting practical classes in view of making various experiments. LCD projects, laptops etc. are utilized for making power point presentation by the teachers to the students in the classes. Desktops, printers, scanners are

properly utilized by the college office, different departments and college library for the purpose of data collection, accounts, admission, examination etc. Sophisticated instrumentation facilities are extended to the nearly educational institutes. Library books purchased from time to time are allowed for reading room purpose and also for lending to staff and students for a certain period of time with certain number of books, as demanded by the students and staff of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

It is the Internal Quality Assurance Cell (IQAC) of the college which has contributed significantly to the quality assurance strategies and processes of the college. IQAC visits every department at regular intervals to observe departmental academic activities, inconveniences, grievances of students and staff (if any), requirements, and tries to fulfill the same through approaching the college Governing Body (wherever needed), as for as practicable. To enhance the students' communication skills, clear conception on the subject topics, IQAC motivates the departments to arrange students' seminars. To make the staff and students of the college well acquainted with the latest technological developments, current and burning topics IQAC arranges seminars, workshops etc., thus facilitating the staff and students for gainful interactions with the resource persons. Overall interest, related to the teaching-learning, evaluation of feedback from all stakeholders are made under the supervision of IQAC.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of

operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

As already stated, IQAC of the college monitors the teaching-learning process, structures and methodologies of operations of each department. Most of the departments have been provided with ICT facilities with proper wi-fi network under BSNL broadband and Allianze broadband connections. IQAC encourages the departmental teachers to get themselves habituated with using the latest technologies ie power point presentations of their lecture topics to the students for making the process more interesting other than traditional chalk-duster method. During the period of COVID-19 pandemic period for the last one year on-line classes have been encouraged by the IQAC. Learning outcomes have been assessed through the unit tests, viva voce, seminar presentation at periodic intervals as also mediated through the IQAC set up. The incremental improvements of the students in various activities are recorded by the departmental teachers. These help the teachers to judge a student better during internal assessment. Finally through the end semester examination the learning outcome is fully evaluated thus helping the University in the calculation of gradation of results. The remarkable results/performances of the students as kept recorded in the departments are shown to the current students to motivate them for the betterment of the latter.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

| 6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA) | D. Any 1 of the above |

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	**No File Uploaded**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender inequality is a global problem in most of the parts of the world. The females being a weaker sex are always neglected and dominated by the males causing a discord in society. The college always favours the promotion of gender equality. The teachers in the class pay equal attention and make requisite counseling to all the students irrespective of sex. Equal opportunities to both the male and female students are offered by the college in different kinds of activities including NCC, NSS, cultural, games and sports etc. To create the sense of gender equality (as well as gender equity) in students' minds the IQAC of the college arranges webinars/seminars on gender equity off and on.

One such webinar on gender equity had been arranged by the college on 21/11/2020 by the IQAC in collaboration with the Department of Chemistry.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

In the present context of environmental pollution and consequent climate change due to our carelessness, it has become our collective responsibility in managing the waste products efficiently and carefully. From that perspective, our college always encourages the students and staff to become a part for making overall awareness for waste management with a view to keep our surroundings always clean. The solid waste, as collected from different locations of the college premises, are dumped at certain open space and finally carried to a safe dumping area outside the locality as determined by the local municipality. Liquid wastes are autoclaved and then applied with microbes before rejection to dustbin. In view of managing the biomedical wastes three coloured dustbins have been used. e.g. Blue colour is meant for all types of glass goods (damaged and broken). Red colour is meant for plastic wastes (Non-degradable) whereas, the yellow colour is meant for animal/plant wastes after the practical classes (Bio-degradable). For e-waste management the college collects all sorts of rejected computer, UPS, printer etc and sell these items to local agents at reasonable market rates. The hazardous chemicals are managed by the department of chemistry through following proper techniques.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit

D. Any 1 of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Our college registers cohesion of diverse group of students like Hindu, Muslim, Christian etc. More than 30% students belong to

SC/ST communities Persistent and cordial initiative in providing an inclusive environment is always taken by the college since its very inception on 01/09/1948. The college never allows any kind of communal feelings among the students coming from different socioeconomic groups. The teaching and non-teaching staffs of the college are equally cordial to students of all communities, linguistic and regional categories. Even at our college hostels, the students of hindu and muslim communities stay in harmony showing tolerance, respect to each other's culture and religious feelings. The college follows strictly the government guidelines in facilitating the financial help in respect of scholarship for different communities, and castes. In respect of cultural activities the college has encouraged the formation of special tribal group of students performing their own style of music, dance on different occasions of the college. During the festive occasions like 'Durga Puja', 'Saraswati Puja', 'Maharram', 'Id-ul-joha' the students and staff of all communities exchange good wishes and embrace each other, thus showing communal harmony within the college campus.

Even during the awareness programme on gender equity at the college campus the matter of providing equal opportunities to the male and female students of all communities is always sensitized among the students irrespective of discrimination.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The constitutional obligations like values, rights, duties and responsibilities are encouraged in the staff and students of the college through different types of activities.

They feel a sense of unity, nationalism whenever the memorable days like Independence day, Republic day, and birth days of our great freedom fighters are observed at the college campus. National anthem sung in those programmes takes us to the sense of belongings, pride and sense of unity in diversity for our country. Teachers with their man making, character making and life building

assimilation of ideas remind our students with their responsibilities, constitutional obligations, human and social values along with performing their routine teachings. NSS volunteers are sensitized to do extension works in the adopted villages through cleaning the surrounding environment, water bodies, literacy programme, AIDS, Drug awareness programme, awareness against the misuse of water etc. NCC cadets are given proper training for showing guard of honour while welcoming any eminent personality during entry at the college campus. They also show their unified activities at the college campus while observing the above said national days in collaboration with NSS volunteers and other students in presence of the Principal and staff of the college.

The college nominates students' representatives to join the occasion of National voters' day as observed by the local administration. We are proud to say in this context that our students under the expert guidance of concerned teachers show remarkable performances in the Youth Parliament competition as organized by Govt. of West Bengal achieving top position in successive years.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

As already stated the college celebrates or organizes national and international commemorative days. Following are the national and international days or events as observed by the students & staff of the college every year along with NCC cadets and NSS volunteers:-

1) Independence day on 15th August.

2) Republic day on 26th January.

3) World environment day on 5th June.

4) World language day on 22nd February.

5) Birthday of Mahatma Gandhi on 2nd October.

6) Birthday of Swami Vivekananda/national youth day on 12th January.

7) Birthday of Netaji Subhas Chandra Bose on 23rd January.

8) Teachers' day (Birthday of Dr. S. Radhakrishnan) – 5th September.

9) International yoga day on 21st June.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

During the last academic year two best practices that have been implemented successfully by the college are:-

1) COVID-19 Pandemic Awareness Programme — A number of webinars on different aspects of COVID-19 pandemic had been organised by the IQAC along different departments of the college to create awareness among the students and other stakeholders. These are:-

i) International webinar on the topic 'Nutrition, health and stress management in the context of COVID-19 pandemic' on 07/09/2020 by the departments of Microbiology, Nutrition Sc. Along with IQAC.

ii) National webinar on "Corona pandemic and application of Indian philosophical thought" by the department of Philosophy along with IQAC.

Some positive steps in view of distribution of masks, sanitizers to the local general public have been taken by the NSS volunteers along with some students' representatives & NCC cadets.

COVID-19 awareness programme had been arranged at our college Auditorium also, where some physicians along with the Principal Bankura Sammilani Medical College enlightened us with health hygiene matters, precautionary measures to be taken in our daily life to keep the COVID-19 away from us.

COVID-19 pandemic has brought many set-backs in students' educational field. Many students coming from poor families and remote areas of the district suffered a lot from mental stress and strain being unable to attend the on-line classes for the lack of

smart phones and poor net connectivity at remote places. One of our teachers and even Principal of the college published papers in renowned journals explaining the clear picture of hazards of on-line education during COVID-19 pandemic period, its impact on young mind, awareness and remedial measures to be taken by all sections of our society for overcoming stress.

2) Social Service for the local residents:- The college rendered some positive and cooperative measures for the local public. The hostel campus ('Rabindra Chatrabus' for SC/ST boys) had been allowed by the college to be used by a local agency to teach the local children maintaining the COVID-19 protocol. Some of our staff contributed fund for distribution of emergency food items, along with mask and sanitizers to the local poor residents.

Two oxygen concentrators costing about rupees one lakh had been donated on 29/06/2021 to the Principal, Bankura Sammilani Medical college for the benefit of COVID-19 patients. The said amount had been contributed by staff and students of the college of their own. Principal along with other doctors of the said medical college had appreciated the matter thankfully.

The open land near our Sanghati hostel (Ailakundi Mouza) under Bankura Municipality has been allowed temporarily to be used for open vegetable market maintaining the COVID-19 protocol for the benefit of the local population. Previously this market was being run at the congested area near Bankura Bus Stand. But in the new temporary set-up the local residents express their gratefulness to the college for facilitating to maintain social distance among the buyers and sellers while marketing.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Introduction of on-line of activities in every academic as well as administrative field like admission, class teaching, examination, evaluation of answer scripts and uploading of marks to the University portal for timely publication of results is one such area distinctive to its priority and thrust in this college.

Although many poor students could not attend the classes initially owing to lack of smart phones, teachers would pay special attention to them by taking special classes. Even individual academic help was also made during the COVID-19 pandemic situation by calling absentee students in the college campus maintaining the COVID-19 Government protocol. The arrangements of webinars by different departments in collaboration with IQAC have been made through the on-line system. Other official works related to accounts, audits, through CAMS software providing official data through 'West Bengal Government's 'Banglar Ucchasiksha Portal', leave account, pension benefits of the staff, providing data to AISHE portal, salary billing through HRMS portal, Library activities through SOUL (Software of University Library) etc. are some of the examples of on-line activities of the college.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1) Renovation of the college office room. 2) Extension of Nutrition Science laboratory. 3) Shifting of GYM and allotting the existing GYM room as Boy's Common Room. 4) Disposal of old un-necessary books of college library with the due permission from the Governing Body. 5) Disposal of e-wastes and old unused laboratory equipments. 6) Proper utilization of extended space of college library. 7) Purchases of new books from the college fund for the college library as per CBCS syllabus. 8) Construction of 03 separate toilets for Boys, Girls and the Staff on the roof of extended part of library building after breaking of old toilet at the passage near the Geography Dept. 9) Changing of all the termite damaged wooden doors and windows at 'Maa Sarada' Girls' Hostel and proper colouring of iron grills there to check further damage. 10) Electrification of the RUSA New building near 'Maa Sarada' Girls' Hostel as soon as the college receives the due amount of Rs 50.00 Lakh from the RUSA authorities. 11) Proper gardening and plantation programme surrounding the 2nd campus of our college.