



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		BANKURA SAMMILANI COLLEGE
Name of the head of the Institution		Dr. Samir Kumar Mukherjee
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03242250741
Mobile no.		9434577765
Registered Email		bankurasammilanicollege@gmail.com
Alternate Email		bsciqac@gmail.com
Address		Kenduadihi
City/Town		Bankura
State/UT		West Bengal
Pincode		722102
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Swapan Mukhopadhyay
Phone no/Alternate Phone no.	03242250741
Mobile no.	9064779863
Registered Email	bsciqac@gmail.com
Alternate Email	swapan.bankati@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://bankurasammilanicollege.net/images/uploads/AQAR%202017-18.pdf">http://bankurasammilanicollege.net/images/uploads/AQAR%202017-18.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	<a href="http://bankurasammilanicollege.net/academic_calendar.php">http://bankurasammilanicollege.net/academic_calendar.php</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B++	75.4	2006	02-Feb-2006	01-Feb-2011
2	B+	2.67	2016	05-Nov-2016	04-Nov-2021

<b>6. Date of Establishment of IQAC</b>	27-Feb-2006
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
National Seminar on	18-Mar-2019	150

Chemistry	2	
National Seminar on Biodiversity	11-Dec-2018 1	304
Academic visit to IISER, Kolkata	13-Sep-2018 2	9
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Bankura Sammilani College	Renovation of College Auditorium Hall	West Bengal State Govt.	2019 365	1500000
Bankura Sammilani College	RUSA 2.0 Grant	Central & State Government Jointly	2018 365	10000000
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<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	5
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

Implementation of P.G. courses in English and U.G. Honours courses in Philosophy and Geography

Initiatives taken for purchasing sophisticated instruments ( UV-Vis spectrophotometer and Infra-red spectrophotometer) for upcoming P.G. course in Chemistry.

Academic visit to premier Institutions.

[View File](#)

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
To encourage students and teachers to visit premier institutions of the country	Academic visit to IISER, Kolkata by Dept of Zoology on 1314 September, 2018
To encourage faculty members to arrange seminar, workshops.	Two national Level seminar organised 1. 'Biodiversity & Bio-Resource Management' 12.09.2018, organized by Dept. of Zoology & Botany 2. Two day National Symposium on "Celebrating International Year of Periodic Table-2019" Organized by Dept. of Chemistry, 18-19 March, 2019
Plan for providing sophisticated instrumentation facilities to the students in some science subjects	1) Spectrum two FT-IR, 2) Lambda 365 UV Spectrometer had been purchased on 08/03/2019 from Perkin Elmer, Singapore Pvt. Ltd. and installed in the Department of Chemistry
To encourage research activities of the faculty members	Research project run by the some of the faculty members successfully. Some acts as research supervisors.
To implement post graduate courses in English and Honours courses in Philosophy & Geography	Courses started from 01/07/2018.
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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Governing Body	26-Aug-2020

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2019

Date of Submission

25-Feb-2019

<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>A web server is there in the college which hosts the college Administration and Management Software (CAMS). The aim of this software is designing and implementing software solutions that provide suitably detailed reports in consistent, accurate and timely manner with a view to smooth functioning or management of the college administration. Proper systematic documentation is now in urgent need. A comprehensive database having all information related to students' activity in academic and nonacademic fields is now very much essential. It becomes wastage of institution effort time when it is required to prepare and provide similar information multiple times. Library has been working towards automation with SOUL software. Students' database is being restructured by some departments individually. A teachers' database related to their academic and research fields is also an essential part. The CAMS software also caters to this need. The CAS (Career Advancement Scheme) is also managed by this software. The college is on the path of reorganising this system and full automation.</p>

### Part B

#### **CRITERION I – CURRICULAR ASPECTS**

##### **1.1 – Curriculum Planning and Implementation**

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The CBCS Syllabus has been introduced from the academic session 2017-18 (July'17-June'18) under the present affiliating Bankura University and it is running smoothly in the present session 2018-19. The institution is in the process of absorbing the same in all the Arts, Science and Commerce Streams. With the present semester time frame (6 months per Semester) the college has prepared itself with the restructuring of the syllabus. Organization of the syllabus in concise form, presentation for clear communication and preparing of handouts are made by the teachers and syllabus is completed in time. ICT tools are also used as a common feature. Common mail Ids, Whatsapp groups are being used to send study materials and for assessing the assignments as given to the students. To make the students familiar with the MCQs and short questions for competitive examinations, internal examinations are structured accordingly. A total e-governance is maintained for all examinations related administrative processes like registration, admit card download, marks upload for tests as conducted at the college end. Examination committee of the college always

follows the guidelines of IQAC for setting up of a digitized system by using the University software. Documents are archived both department wise and centrally.

### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate course in computer programming	NIL	01/08/2018	365	It helps the student to be a computer programmer	Developing skill related to the software programming

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MA	English	02/07/2018
BA	Geography (Honours)	02/07/2018
BA	Philosophy (Honours)	02/07/2018
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### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	UG	02/07/2018
BSc	UG	02/07/2018
BCom	UG	02/07/2018
MA	PG ( English )	02/07/2018

### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	167	0

## 1.3 – Curriculum Enrichment

### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	02/07/2018	0
No file uploaded.		

### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Botany	78
BSc	Zoology	135
BSc	Microbiology	59
BSc	Environmental Science	125

BA	Geography	7
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## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

Feedback Obtained
<p>The feedback is obtained from all the stake holders of education-students, parents, alumni etc by meeting with them periodically. A prescribed format is given to the students for their feedback at the end of each session. The students put forward their response without disclosing their identity. Their response are collected and analyzed both quantitatively and qualitatively by the respective departmental teachers. The summary of the feedback pointing strength and weakness of the department is further discussed in the Teachers council meeting. Issues related to the administrative part are discussed with the non-teaching staffs of the college with the guidance of the Principal. Issues related to the library are discussed in the meeting of the library committee. Response from the parents and alumni members is discussed thoroughly in the Governing Body meeting of the college.</p>

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MA	English	20	25	11
BCom	All Commerce subjects	341	174	47
BA	All Arts subjects	1116	15187	807
BSc	All Science subjects	628	10295	399

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### 2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1253	11	42	3	45

## 2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
72	60	115	3	2	4

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The institution sincerely believes that to guide the students successfully to face the ramifications of future life in the most vital fact of incisive learning to motivate the college students with a buoyancy of bravura the prudent guidance of the pragmatic college Principal, the practical suggestion of the I.Q.A.C and the sincere participation of every staff of the college. In this process of mentoring the students, the institution has given top priority to analyze the opinion of the students reflected in the Feed-Back system. On regular basis the institution asks for the objective opinion of the students on various affairs of the college where their identity is usually concealed. The sapient faculty members earnestly follow up the students' problems and suggestions, meet them in small groups and try to bolster their confidence with tentative solutions and suggestions so that the education and their plan of life in future do not appear dull and drab but exhilarating and enthralling. At the second step of follow-up system the institution arranges department-wise motivation class to enrich them will fresh lease of spirit and culture. To encourage the students with positive thinking and to succinctly confirm their road-map of earning livelihood in future, the college invites the internationally reputed global business companies like T.C.S. To develop the academic excellence of the students and staffs of the college a M.O.U has been signed with the Ulangang University, Australia, through Bankura University thus motivating the students to be aware of the praxis of modern methods of learning, including the different avenues in the field of research, further education and job.

In spite of its limited resources, the college offers scholarships to poor and meritorious students to avail themselves of the various scholarships granted by the government and other benevolent organizations. The office staffs are always very co-operative to students and their spontaneous help has created a very congenial academic atmosphere. Some members of the college have also donated certain amount of money to offer scholarship to meritorious and poor students. The students know all of them from the regularly up-dated college website. Above all, the alumni association has taken a very vital role meeting the students and guardians to share their past experience and the gradual development of the institution. Thus the authority under the pragmatic leadership of the college Principal has tried to guide the students, so that, they can reach the zenith of success in future life.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1264	45	1 : 28

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
47	37	10	0	22

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Susovan Bhowmik	Assistant Professor	DST International Travel Grant - SERB



2018	Dr. Susovan Bhowmik	Assistant Professor	IASc-INSA-NASI Summer Research Fellowship
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## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	UG Part III	Year	06/04/2019	06/07/2019
BCom	UG SEM I	Semester	02/02/2019	31/03/2019
BCom	UG SEM II	Semester	13/07/2019	28/09/2019
BCom	UG SEM III	Semester	04/02/2019	31/03/2019
BCom	UG SEM IV	Semester	15/07/2019	28/09/2019
BSc	UG Part III	Year	09/04/2019	08/07/2019
BSc	UG SEM I	Semester	05/02/2019	31/03/2019
BSc	UG SEM II	Semester	16/07/2019	28/09/2019
BSc	UG SEM III	Semester	07/02/2019	31/03/2019
BSc	UG SEM IV	Semester	17/07/2019	20/09/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

A continuous and proper evaluation of a student's merit is one of the most important facets of education that helps the student to know his position in the class in comparison to that of other students and detect his weakness that can be corrected later. Along with the traditional end-semester test examination, class tests and surprise tests are held regularly. Class tests are organized by the department with prior notification but the surprise test is done to have an idea of the students' alacrity in the class. This surprise test has remarkably increased the students' attendance in the class because they do not know when and how it will be organized. The tech-savvy faculty members of some departments engage students to present project papers and to deliver shortduration lecture to his friends helping him to discover his own power of articulation and proper arrangement of thoughts. These help the students to evaluate their own academic process and, at times, they vie acutely with his friends in order to obtain applause from friends and teachers having proved creativity and individuality. Especially the surprise tests, presentation of short-duration lectures and impromptu speech by students have created a buoyancy of bravura among the students thus encouraging to students to shrug off an insipid academic atmosphere and the teachers to evaluate the continuous development of a student's talent and personality.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Following schedule of University examinations and list of holidays prepared by the Bankura University, the Teachers' Council under the guidance of the Principal prepares an academic calendar at the beginning of each session. 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 these tutorial classes, Surprise tests, Unit tests, impromptu lectures by students, language, laboratory works, spoken English classes and any other academic event, obviously not hampering the academic calendar schedule. Above all, the academic acumen, temperamental flexibility and social sagacity of the college Principal help the institution to implement all academic events successfully.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

[http://bankurasammilanicollege.net/details\\_poco.php](http://bankurasammilanicollege.net/details_poco.php)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG	BSc	All Science subjects	111	71	64
UG	BA	All Arts subjects	132	109	83
UG	BCom	All Commerce subjects	24	16	67

[View File](#)

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://bankurasammilanicollege.net/images/uploads/STUDENT%20SATISFACTION.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	730	WBBB	250000	100000
Minor Projects	730	UGC	640000	100000

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### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	01/07/2018

### 3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Best Oral Presentation	Dr. Bandana Pradhan	Department of Botany and Forestry, Vidyasagar University	13/03/2019	Science
Best poster presentation	Ashim Sahu	Bankura Sammilani College West Bengal Biodiversity Board.	11/12/2018	Science
Best poster presentation	Chitra Kundu	RSC, Indian chemical society Bankura Sammilani College	19/03/2019	Science
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### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	01/07/2018
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## 3.3 – Research Publications and Awards

### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

### 3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	0

### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Microbiology	3	0.67
International	Chemistry	6	2.76
International	Geography	1	0.6
International	Nutrition	1	0.0
National	Microbiology	1	00
National	Zoology	3	0.3
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### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication

Botany	3
Economics	1
Microbiology	3
Zoology	2
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Isolation and characterization of bacteria from the intestine of <i>Clarias batrachus</i> for probiotic organism	Arindam Ganguly	Proceedings of the Zoological Society, Springer	2019	0	Bankura Sammilani College	0
In silico structure prediction and catalytic Interaction study of probiotic marker Protein: bile salt hydrolase from <i>Lysinibacillus sphaericus</i>	Arindam Ganguly	Romanian Archives of Microbiology and Immunology	2019	0	Bankura Sammilani College	0
Probiotic-based cultivation of <i>Clarias batrachus</i> : importance and future perspective	Arindam Ganguly	Acta Biologica Szegediensis	2018	0	Bankura Sammilani College	0
Study of indigenous freshwater fish diversity of Bankura	Arindam Ganguly	Journal of Applied and Natural Science	2018	1	Bankura Sammilani College	1

(West Bengal), India with special reference to <i>Clarias batrachus</i>						
Equatorial ligand plane perturbations lead to a spin-state change in an iron(III) porphyrin dimer.	Susovan Bhowmik	Dalton Transactions	2019	8	Bankura Sammilani College	8
Multifaceted photodynamics of a newly developed organic functional material: Exploration of AIEE and its analytical scope for explosive sensing	Swapnadip Roy	Photochemical Photobiological Sciences	2019	0	Bankura Sammilani College	0
Ratiometric Fluorescence Sensing of Cu(II): Elucidation of FRET Mechanism and Bio-Imaging Application	Swapnadip Roy	Chemistry Select	2018	1	Bankura Sammilani College	1
A multi-responsive thiosemicarbazone-based probe for detection and discrimination of group 12 metal ions and	Swapnadip Roy	New Journal of Chemistry	2018	8	Bankura Sammilani College	8

its application in logic gates						
Novolac-based polymer-silver nanoparticles hybrid: Synthesis, characterization and antibacterial evaluation	Samaresh Ghosh	Current Applied Polymer Science	2019	0	Bankura Sammilani College	0
Epoxy-based polymer incorporating 1-Naphthylamine and sebacic acid moieties: A selective fluorescent sensor for ferric ions	Samaresh Ghosh	J. Molecular Structure	2019	0	Bankura Sammilani College	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Association between socioeconomic factors and nutritional status of rural primary school children of Bankura district (West Bengal), India	Malay Kumar Patsa	International Journal of Advanced Research and Development	2018	1	2	Bankura Sammilani College

Probiotic-based cultivation of <i>Clarias batrachus</i> : importance and future perspective	Arindam Ganguly	Acta Biologica Szegediensis	2018	25	0	Bankura Sammilani College
In silico structure prediction and catalytic Interaction study of probiotic marker Protein: bile salt hydrolase from <i>Lysinibacillus sphaericus</i>	Arindam Ganguly	Romanian Archives of Microbiology and Immunology	2019	15	0	Bankura Sammilani College
Epoxy-based polymer in incorporating 1-Naphthylamine and sebacic acid moieties: A selective fluorescent sensor for ferric ions	Dr. Samaresh Ghosh	Journal Molecular Structure	2019	89	0	Bankura Sammilani College
Novolac-based polymer-silver nanoparticles hybrid: Synthesis, characterization and antibacterial evaluation	Dr. Samaresh Ghosh	Current Applied Polymer Science	2019	149	0	Bankura Sammilani College
A multi-responsive thiosemicarbazone-	Swapnadip Roy	New Journal of Chemistry	2018	112	8	Bankura Sammilani College

based probe for detection and discrimination of group 12 metal ions and its application in logic gates						
Ratiometric Fluorescence Sensing of Cu(II): Elucidation of FRET Mechanism and Bio-Imaging Application	Swapnadip Roy	Chemistry Select	2018	17	1	Bankura Sammilani College
Multifaceted photodynamics of a newly developed organic functional material: Exploration of AIEE and its analytical scope for explosive sensing	Swapnadip Roy	Photochemical Photobiological Sciences	2019	86	0	Bankura Sammilani College
Equatorial ligand plane perturbations lead to a spin-state change in an iron(III) porphyrin dimer.	Dr. Susovan Bhowmik	Dalton Transaction	2019	168	8	Bankura Sammilani College
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	0	0	0



Presented papers	3	28	0	0
Resource persons	0	0	0	0
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### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
State Level Celebration on National Integration	NSS	1	15
Activity of special camp for 7 days	NSS	3	100
Republic Day Celebration	NSS NCC	4	95
World AIDS Day celebration with Bankura District Health Department	NSS	1	15
NCC Day	NCC	1	68
Celebration of NSS Day and Plantation programme on college campus on 24.09.2018	NSS	3	65
Independence Day celebration and Cleaning programme of College Campus	NSS NCC	4	250
Save Life Save Drive	NCC	2	70
Save Water Day	NCC	1	35
Blood donation camp for students,, teachers and non teaching staffs	NSS	3	100
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government

Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Aids Awareness	NSS with bankura District Health Department	Aids Awareness Programme	4	45
Swachh Bharat	NSS , NCC	Cleaning Programme	4	85
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### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Memorandum of understanding (MoU) under Faculty exchange programme for the subject: Bengali, Chemistry, Economics, English, Mathematics, Political Science Sanskrit	Bankura Sammilani College & Bankura Zilla Saradamani Mahila Mahavidyapith	Institution	210
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Sharing of research facilities	Industrial Visit	Parasmoni Organic Agricultural Private	10/12/2018	10/12/2018	12
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
University of Wollongong, Sydney, Australia	17/01/2018	Mobility of student and staff exchange and involve itself with all forms of research project	13
<a href="#">View File</a>			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
29341400	13888413

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing

[View File](#)

### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Fully	SOUL 2.0	2005

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	26423	3910604	0	0	26423	3910604
Reference Books	23875	5415424	1606	1226349	25481	6641773
e-Books	0	0	0	0	0	0
Journals	692	15440	36	1000	728	16440
e-Journals	793	5200	0	0	793	5200
Digital Database	1	0	0	0	1	0
CD & Video	66	0	46	0	112	0
Library Automation	1	0	0	0	1	0

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	01/07/2018
No file uploaded.			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	96	24	82	10	1	20	42	85	0
Added	0	0	0	0	0	0	0	0	0
Total	96	24	82	10	1	20	42	85	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

85 MBPS/ GBPS
---------------

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	NIL

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
3287000	2810630	866400	1193800

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The Books as purchased from different sources of fund according to the requisitions of different departments are entered in the register systematically. 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 of the works for digitization has already been done. It facilitates easy issue and submission of books to the students and staff of the college with proper verification by the barcode level 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 are 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 center is also there in our college which was constructed for VEUP/MLA fund (Rs 2.00 Lakh). Students practice regularly under the proper supervision of Gym Instructor.

[http://bankurasammilanicollege.net/college\\_overview.php](http://bankurasammilanicollege.net/college_overview.php)

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Half-free and Fullfree scholarships	485	199200
Financial Support from Other Sources			
a) National	Kanyashree, Swami Vivekananda Merit cum means and others	1882	17817200
b) International	NIL	0	0
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#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Personal Counselling	14/03/2019	17	Institution
Language Lab	05/03/2019	127	Institution
Remedial Coaching	25/03/2019	186	Institution
<a href="#">View File</a>			

#### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for	Number of benefited students by	Number of students who have passed in	Number of students placed

		competitive examination	career counseling activities	the comp. exam	
2019	NIL	0	0	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	90

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
TATA CONSULTANCY SERVICE	50	6	NIL	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	9	B.Sc. Botany (H)	Botany	The University of Burdwan, Midnapore City College (VU), Vinoba Bhave University (Jharkhand), Sidho-Kanho-Birsa University, Vidyasagar University, Ramananda College (BKU), Visva Bharati University	M.Sc. BOTANY
2018	8	Political Science (H)	Political Science	Bankura University, Burdwan University (distance education)	M.A Political Science

2018	12	B.A. English (H)	English	Bankura University, The University of Burdwan, Sidho-Kanho- Birsha- University	M.A. English
2018	5	B.Sc. MICROBIOLOGY (H)	MICROBIOLOGY	Vellore Institute of Technology, Vidyasagar University	M.Sc. Microb iology, M.Sc. Applied Microbiology
2018	1	B.Sc. CHEMISTRY (H)	CHEMISTRY	Forest Research Institute, Dehradun	M.Sc. APPLIED CHEMISTRY
2018	13	B.Sc. CHEMISTRY (H)	CHEMISTRY	IIT Kharagpur, The University of Burdwan, Hyderabad Central University, Viswa- Bharati University, IIEST Shibpur, Bankura University	M.Sc. CHEMISTRY
2018	2	B.Sc. ZOOLOGY (H)	ZOOLOGY	The University of Burdwan , Sidho Kanho Birsha University	M.Sc. ZOOLOGY
2018	21	B.Sc. Mathematics (H)	Mathematics	The University of Burdwan, Vidyasagar University, BHU	M.Sc. Mathematics
2018	15	B.Sc. Nutrition (H)	Nutrition	Vidyasagar University	M.Sc. Nutrition
2018	6	B.Sc. Computer Science (H)	Computer Science	Maulana Abul Kalam Azad University of Technology, West Bengal, Viswa- Bharati	M.Sc. Computer Science

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	12
SET	2
GATE	4
Any Other	23

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Annual Sports	UG and PG	60
Intra college cultural competition	UG and PG	15

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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Nation Level Republic Day Parade Camp	National	0	1	755	Jotin Kalindi

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The students are the Prime stake holders of an educational institution. All the institutional activities are oriented centring around their welfare Growing leadership qualities in them, inculcating decision making ideas to install team spirit in them are some of the major targets as also emphasized by the Radhakrishnan Commission. With this view in mind students are allowed representation in different activities of the college both academic and administrative along with their continuation of studies. Students' Council is formed following the government guidelines. The class Representations are elected or selected, as the case may be forming the body of the Students' Council. The number of these CR depends upon the numbers of students in the class. The General Secretary is selected out of these class Representations, The Principal is the ex-officeo head ie the President of the students' council. The vice-President and the Treasurer are also nominated from the experienced teachers as per the Government norms. The financial budget as allotted for different purpose like Annual social function, Games and Sports, Cultural competitions, Saraswati Puja' Festival etc. are spent through the mediation of Students' Council with one teacher-in-charge in every field to guide them. The General Secretary of the students' Council is included as one of the bonafide



members of the Governing Body of the college. Moreover, the class representations including the General Secretary are inducted as the members of different committees like Grievance and Redressal Cell, Internal complaints committee, Anti Ragging committee, Sports committee, Womens cell, Free-Half free studentship committee, Admission committee etc. The Students' Council forms a connecting link between the college Authority and the students of the college. Whenever a student faces any kind of problem in relation to academic or financial matters, the Students' Council comes forward to support him persuading the college authority towards solution of his problem. Moreover, Students Council plays a major role for looking after the students' class attendance motivating them towards regular attending their classes and their guardians for vigilance over their wards even during the Guardians' Meeting also. Their valuable suggestion regarding college library matters, Students' Seminar, Admission, Examination matters, Games and Sports etc. are considered in the meetings of different committees. Even, their involvements in various kind of social activities like Blood donation camp, Literary Programme in local busy areas, different awareness programmes on Dengue, AIDS, Thalassemia, Leprosy etc. encourage all other students of the college for developing a positive attitude towards social service along with their academic activities.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association of the college has been formed on 18/12/2004 vide registration No.- S/11/3842 (2001-02) under the Registration of Social Act, XXVI, 1961 of the Government of West Bengal. Since its inception the said Association has been performing various welfare activities for the sake of our students. The distinguished alumni share their valuable experiences regarding the academic and allied matters with the existing students in various get-together occasions of the college. Meeting of the Alumni Association are also held at regular intervals to chalk out constructive plans and programmes for the development of the college. The college is proud of those alumni members who have made themselves established in various fields like Teaching, Research centers, 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 our alumni members. It is worthy to mention that the college gets sufficient valuable suggestions from our alumni members for the sake of solution of the college land disputes its proper utilization of the college. Rendering financial assistance by a some well established alumni members for the construction of buildings, laboratory set-up, 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 programmes, solving the water crisis problems in our college and hostels, different kinds of awareness programmes against drug addiction, AIDS, Dengue etc. give constant encouragements to our students. Some highly educated alumni members deliver special talks to our students for the future course of higher education of the latter by sharing their own experiences and explaining the prospects of different potential fields. Free coaching for pursuing the studies for various competitive examinations are imparted by our alumni members from time to time and these efforts help the existing students to develop their knowledge and skill in getting jobs in various sectors after the completion of their graduation courses.

5.4.2 – No. of enrolled Alumni:

5.4.3 – Alumni contribution during the year (in Rupees) :

3900

5.4.4 – Meetings/activities organized by Alumni Association :

Date:- 20/08/2018 Resolution No. 01 :- To consider the Proposal for introduction of certificate course in Rajayoga by 'Brahmakumaris Raja Yoga centre', Bankura :- The proposal of some of the members of Alumni Present in the house regarding introduction of Raja yoga by the 'Brahama Kumaris Raja yoga centre, Bankura in the college for our students, is placed and discussed in the house. Principal Communicates in this matter that the said religions organization had already made some programmes for our staff and the students on increasing the concentration of mind which is highly needed for study. It is resolved that the 'Brahama Kumaris Raja yoga centre', Bankura be made contact by some of the alumni members along with the Principal to request them for introducing the certificate course for our college students, so that, students are benefitted with more concentrated mind. Resolution No. 02 :- To consider the Proposal of making boundary wall at our college ground near Sanghati Boys' Hostel :- Some of the alumni members report to the house the college ground and vacant land (4.00 Acres) at Ailakundi Mouza near our Sanghati Hostel (Boys) are being encroached and illegally used for different business Purposes like Bricks, Stone chips without even informing the college authority. Principal reports to the house that the college has paid to the Government an amount of near about 4.00 Lakh as rent and Selami in view of making Payment for long term settlement since the year 1979. Now, further Progress is being made with the higher education department, Govt. of West Bengal for the extension of the long term settlement since the year 2016 up to 37 years as per the Govt. guidelines. So, at this moment to cheek the above unwanted activities, DLRO, Bankura be approached for giving the college Permission for Construction of boundary wall in near future for protection of the land. Date:- 18/05/2019: Resolution 01 :- To consider the proposal for introducing Self defence course (Certificate) for the girl students of the college. The proposal is placed and discussed in the house. Principal reports to the house that Shri Samiran Sengupta, one of our alumni members has already made contact with one Karate Expert who is ready to train our girl students how to save themselves from any kind of adverse situation. It is resolved that the matter be referred to the college GB for due consideration for the benefit of our girl students.

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

It's always a healthy practice of the college that for any work either academic or non-academic, as needed to be done for our college students, it is done through collective effort i.e. through the Spontaneous and Systemic participation of all the stake holders of the college. 1) Green and Eco-friendly environment at the college and hostel campuses are the essential and top priorities to be maintained by the college authority. Beautification committee as formed by the Teachers' council, Students' Union, NCC NSS work with hand in hand in view of maintaining a green healthy environment at our college and hostel campuses. Cleaning of the college campuses and its vicinities, tree plantation on regular basis, drive for anti-drug campaign etc are some of the vital initiatives as taken by the different committee members as stated above, along with other stake holders of the college to make the purpose successful. Even some awareness programmes are arranged on behalf of

the NSS, NCC of the college to make our students well informed about the ill effects of Dengue Fever, AIDS etc which are the resultant outcomes of our callousness in respect of environmental pollution even at our personal level.

2) Smooth conduction of University and college examinations along with the public examinations is another area of our participative management. The examination committee as formed for the purpose by the Teachers' council, consists of the members of some senior and experienced teaching staff, non-teaching staff of the college. One representative from the District administration to look after the law and order during examination and one registered medical practitioner to look after any ailing examinee, are also inducted in the examination committee. Any kind of breakdown of law and order at the time of examination within the college campus is always properly handled by the local administration and Police personnel who are posted on duty during the examination periods on request from the University as well as the college authority. For holding any kind of public examination within the college campus during the holidays even on request from the local administration or other Government and Non-Government organizations, the teaching and non-teaching staff of the college extend their full cooperation by doing the invigilation duties, thus citing a good example for participative management of the college.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

**6.2 – Strategy Development and Deployment**

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The college was initially affiliated to The University of Burdwan. Very recently the college has come under the jurisdiction of the newly formed Bankura University. The affiliating university has the authority to develop curriculum for the undergraduate and post-graduate studies. There is little scope of internal curricular designing. However, college teachers who are member of the Curriculum Development Committee of the university can put their valuable suggestions regarding the curriculum development in the subject concerned. As per guidelines of UGC the University has started CBCS process through semester mode and the college has adopted the same. Every department has its own academic calendar to run and complete the syllabus.
Teaching and Learning	The faculties of each department meet at the beginning of each academic session prepare the academic calendar of that session. College has adopted learner-centric education approach. The laboratory based departments of the College provide well-equipped laboratories as per revised syllabus. The departments organize students'

seminars, quiz contests, group discussion, debates group discussion etc. to encourage the young mind. The Honours departments organize national/international level seminars at regular interval. College practiced Technology enabled Teaching Learning process using LCD projectors and other ICT methods. Field study, Project work, educational tours are also carried out by some departments of the College.

Examination and Evaluation

Class tests / Unit test at regular interval are arranged by the departments. Annual Test examination held, students need to qualify to appear in University exams. The answer scripts of such tests are shown to the students. Suggestion for further improvement is given to the students.

Research and Development

- Encouragement and assistance to the faculty members to carry out research activities. Provide infrastructure facilities to carry out Minor Major Research Project (MRP), provide required permission and leave to attend Orientation Programmes, Refreshers Courses and workshops.
- Encouraging paper presentations by the faculty members in different International and National conferences by granting leave for the same.
- Organizing Seminars and Workshops on different subjects related to popular interest as well as frontier areas of research by the different departments.
- The IQAC cell as well as Research Committee of our College encourage and support research activities of the faculty members.

Library, ICT and Physical Infrastructure / Instrumentation

The physical infrastructure has been remarkably improved/ developed. The Central Library of the College is spacious (almost of 2000 sq.ft), equipped and well lighted with well furnished reading room facilities. It has a stock of 50289 books and 692 important journals. New computers have been added to the library. Latest books and journals are purchased and subscribed to every year. Internet service has been made available to the library users. Digitisation of college library through Barcoding is in process. Honours Departments have well-stocked individual seminar libraries for the use of their students.

Human Resource Management

The human resource of the college is

managed in a free and democratic manner. For the management of the students' affair, the college has a students' union whose elections are held annually as per university statutes. The teachers' council and the non-teaching staff association look after the affairs of the teaching and non-teaching staff respectively. Above all, there is a Governing Body that manages and develops the total human resource of the college. The college's aim is to make optimum use of the available human resource. A Career Counselling Cell acts as a facilitating body for students passing out from the College to find employment in various sectors. Campus interviews are also held in the College.

Industry Interaction / Collaboration

Some departments carry out Industrial visits. The college is in the process of tying up with industry.

Admission of Students

Admission of students is done completely on the basis of merit. Online admission procedure was introduced to ensure transparency. Submission of application, publication of Merit list was all done online through university online process. Pre Admission counselling of students is done to identify their areas of interest and to guide them to choose their subjects. Post Admission counselling of students is done to motivate the students in the subjects of study and to give students overall ideas of the subjects.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Planning and Development</p>	<p>All the key-plannings and developmental activities are made by the Governing Body of the college The IQAC and Teachers' Council of the college also Play a major role in this regard under the expert supervision of the Principal. Different Committees as formed by the Governing Body and Teachers' Council are responsible for implementation of those plans and developments. In case of infrastructural development Building Committee plays the vital role while for the academic development the roles of IQAC and the Teachers' Council/Academic Council are most important. Different kinds of</p>

activities both academic and administrative viz admission, examination, library matters etc. are made through the intervention of respective Committees. Admission is made through on-line mode on stand alone basis. The fees collection is made through on-line payment gateway by banks. A special CAMS (College Administration and Management System) software has been set up in view of keeping all the data in a systematic way. Similarly, A SOUL software is utilized in the library for issue and return of books. Digitalization of the library has been made about 70 with inflibnet facilities for going through e-journals, e-books etc.

**Administration**

Governing Body is the highest authority of the college as constituted with the President, two Government nominees, three Teachers' Representatives, one NonTeaching staff Representative and one Students' Representative as per the Government norms. Principal is the secretary of the Governing Body. All kinds of policy making and other key decisions in respect of development and promotional activities of the staff students of the college are taken by the Governing Body. All kinds of activities of the college like academic, administrative, Finance, cultural, games sports, library, admission, examination etc. are governed by specific committees which are formed by the Governing Body and Teachers' Council whenever applicable. For maintaining financial regularity and discipline Finance Committee is formed inducting some members of the GB. Similarly, for any kind major or minor purchases Purchase Committee is there to select the quotations for the purpose as notified by the Principal. Antiragging Cell, Internal Complaints Committee, Grievance Redressal Cell are there for safe guarding the interest of the students. Financial and Academic audits are performed on regular basis every year.

**Finance and Accounts**

Finance and Accounts are the vital parts of a college. A finance Committee is formed by the Governing Body of the college inducting some of the members of the latter. All the financial transactions of the college are

maintained through a specific CAMS (College Administration and Management System) software. Any Government grant as received by the college and utilization certificate is submitted through the IFMS (Integrated Financial Management System) set-up, whereas, salaries of the staff are paid directly through treasury via HRMS (Human Resource Management System). Cashbook is updated daily through the CAMS software of the college. Any financial transaction in view of purchasing items for different purposes and payments of bills is done either through cheque, RTGS/NEFT as and when applicable. Regular audits are done by the auditor as nominated the DPI, Govt. of West Bengal. The Bursar, one of our teaching staff acts as the financial officer of the college, looking after the financial activities of the college in addition to the Accountant of the college. Income tax of the staff is deposited in every quarter. For payment of any kind of Bill related to purchase of materials GST is calculated and deposited as per Govt. norms.

Student Admission and Support

Student Admission is made through online mode on standalone basis. It has been introduced since the year 2015 as per the Government order. According to the Bankura University guidelines Registration process for 1st year admission is pursued. Merit lists are prepared for different subjects from among the applicants. Students get themselves admitted as per our counseling by the Admission Committee in accordance with the intake capacities of different subjects. During admission process the reservation of seats are maintained as per the government norms. The vacant seats of SC/ST/OBC categories are filled up by the applicants of General categories, if the applicants of former categories are insufficient in number in the merit lists. The payment of fees is also made through on-line mode. All the bank transactions are made through a separate payment gateway. When there is more pressure from the local guardians for getting their wards admitted in the local college like ours, The college authorities approaches the University to increase the intake capacities of different

subjects. The total admission process is maintained through the intervention the Admission Committee of the college, the members of which are inducted from the experienced Teaching and Nonteaching staff of the college. The admitted students are registered and enrolled by the University subsequently after the completion of admission process.

**Examination**

The Examination is done on semester basis as per the CBCS (Choice Based Credit System) Syllabus, which has been introduced in Bankura University (affiliating) since the Academic year 2017-18. Each semester being of 6 months' duration end semester the examination is taken accordingly. Each examination consists of two parts like Internal Assessment is of 10 marks as awarded on the basis of written test/viva voce/students' seminar, project works etc. These marks are uploaded in the University Portal as per the University instruction by the departmental teachers in accordance with the faculty allocation done by college. When the Principal/TIC approves the uploaded marks, the 2nd stage of the End semester Examination is continued. For the subjects of Arts stream the students are to appear in only Theory Examination, whereas, for those of the Science and Commerce stream the students are to appear in both the Theory and Practical Examinations. After the evaluation of answer scripts by the teachers the final results of the examinees are calculated on CGPA (Cumulated Grade Point Average) basis. The whole process of conducting the examination is done by the Examination Committee of the college which is formed according the University guidelines. A registered medical practitioner is also included in the Examination Committee for immediate treatment for an examinee if the latter feels ill during the time of examination.

**6.3 – Faculty Empowerment Strategies**

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial	Name of the professional body for which membership	Amount of support
------	-----------------	---	--	-------------------



		support provided	fee is provided	
2018	NIL	NIL	NIL	0
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	NIL	NIL	01/07/2018	01/07/2018	0	0
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	1	28/11/2018	18/12/2018	21
Refresher Course	1	25/06/2019	08/07/2019	14
Orientation Programme	1	02/01/2019	30/01/2019	28
Orientation Programme	1	10/06/2019	30/06/2019	21
Workshop	1	13/06/2019	22/06/2019	10
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

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

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

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, two senior teachers (From among the members of the Finance Committee). 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.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Webel Informatics Ltd.	20080	As rent
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6.4.3 – Total corpus fund generated

4436003

**6.5 – Internal Quality Assurance System**

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	Teacher's Council and Governing Body of the College
Administrative	Yes	State Government	Yes	Governing Body of the College

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

The important role of the guardians having their collaborative approaches with the teachers and consequent activities and support from the Parent-Teacher association is a valuable asset for a college. Parents/Guardians are regularly in touch with our teachers for academic development of their wards except in few cases of first generation learners. 1) College has a good practice of arranging Students' seminar off and on by the teachers. In those seminars the students are allowed free access to deliver their speeches on a particular topic as chosen by the teachers. The parents are also invited to attend those programmes, whenever possible, thus facilitating them to encourage their wards towards the development of communication skills. 2) The marks of the Internal Assessment Tests are awarded on the basis of performances of the students in the IA Tests, project works etc. It is a healthy practice of our teachers to make the students aware of their own mistakes and for the said purpose the teachers show the answerscripts to the respective guardians also. The students in presence of the teachers and their guardians get the chance to rectify their own faults. This practice of parent-teacher association helps our students to

make better performances in the subsequent final examinations. 3) Games and Sports is another important field for every students to uplift himself both physically and mentally along with persuing their studies according to their respective syllabi. Guardians are also involved in this respect by the teachers. The teachers who are involved in the charges of games and sports invite the parents/ guardians in the playground for encouraging their wards, during the final day of competition for different athletic events and subsequent prize giving ceremony. This practice has on in direct effect on our students getting motivated by their Parents/Guardians in presence of the teachers.

6.5.3 – Development programmes for support staff (at least three)

Time to time training on the financial softwares like COSA CAMS, SOUL is provided to the concerned employees. Training related to digitization of library is given to the library staff. Training for e-tender process is provided.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1) Filling up the vacant Teaching Non-teaching posts:- The long pending vacancies in the teaching posts have been filled up to some extent as the college has taken initiatives for the same. Out of total 10 vacancies in this academic session for the teaching posts, 02 have been filled up and for remaining 08 vacancies requisitions have been placed to the West Bengal College Service Commission, Govt. of West Bengal. Similarly requisition for filling up two posts of Librarian and rationalization of the Non-teaching staff pattern have also been submitted to the concerned authorities. The said vacant posts are yet to be filled up. 2) Hike in remuneration of the Guest teachers, Non-teaching contingency staff (temporary) of the college:- As per recommendation of the NAAC peer team our Governing body has taken decision to make hike of the remunerations of all our Guest teachers, Non-teaching contingency staff of the college by 10 to cope with their increased expenditure in the context of huge price hike in the market. Some other benefits of Swastha Sathi, college cooperative bank loan opportunities have also been extended to them upto a certain limit by the college authority. 3) Improvement of the Science Laboratories with modern equipments and necessary experiment supplies:- The college has procured some modern equipments for the science laboratories of our college from the RUSA 2.0 fund as allocated with the amount of Rs. 2.0 crore. Some of these modern equipments are:- I) FT-IR Spectrophotometer for the Department of Chemistry from Perkin Elmer company, Singapore at the cost of Rs. 17,67,278/- dt 19/03/2019 II) Mettler - Toledo - ME204E Digital Balance for the department of Microbiology at the cost of Rs. 1,00,786/- dt 27/02/2019. III) HAS Pathological Microscope for the department of Zoology @ the cost of Rs. 1,53,400/- IV) Conductivity meter Systronics Model 306 for the department of Zoology dt 27/03/2019 V) Digital Colorimeter Systronics Model-115 (2No.) for department of Chemistry and Microbiology dt 27/03/2019 (Price Rs. 56,805/-) VI) Paper chromatography kit, UV Inspection cabinet, Sodium transformer, Anemometer etc. for departments of Chemistry, Zoology, dt 27/03/2019 (Price Rs. 99,800/-)

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality	Date of	Duration From	Duration To	Number of
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	initiative by IQAC	conducting IQAC			participants
2019	National Seminar on Chemistry	18/03/2019	18/03/2019	19/03/2019	150
2018	National Seminar on Biodiversity	11/12/2018	11/12/2018	11/12/2018	304
2018	Academic visit to IISER, Kolkata	13/09/2018	13/09/2018	14/09/2018	9

[View File](#)

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
NIL	01/07/2018	01/07/2018	0	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<ul style="list-style-type: none"> <li>The College has organized Bana Mahotsava Week in July, 2018 during that period a moderate number of saplings were planted at the three hostel campuses of this College and the saplings were taken care to grow up</li> <li>Green campaigning among students and staff</li> <li>Implementation of eco-friendly practices by campus cleaning through Swachh College Avijan</li> </ul>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	0
Provision for lift	No	0
Ramp/Rails	Yes	4
Scribes for examination	Yes	12
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	07/09/2018	1	Campaign programme on Food adulteration	1. Common food and vegetable adulterants	44

on ant2. How to get rid of them?

No file uploaded.

### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Prospectus	01/08/2018	Informations provided : 1. Vission and mission of the college 2. Courses offered by the college and intake capacity of the courses 3. Name of the teaching and non-teaching faculties 4. Academic calendar of the session

### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	01/07/2018	01/07/2018	0

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### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Celebrated Bana Mahotsava week in July, 2018 ( New saplings were planted across the campus of the college )  
2. Cleaning programme through Swachh College Aviyani  
3. Uses solar energy as part of energy source in the campus  
4. Rain-water harvesting  
5. Campaign for No-smoke zone among all stakeholders

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

1. The college has been very successfully maintaining three Herbal Gardens (two gardens attached to Botany Dept. and one in the campus of 'Maa Sarada' Hostel for girls')  
2. Health Awareness and Blood Donation camp

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

## 7.3 – Institutional Distinctiveness

### 7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The college was established by 'Bankura Sammilani' Trust Body on 1st September, 1948 with a holy mission to uplift the standard of education in such a backward district like Bankura. The institution constantly gets inspiration from the glorious activities of the said Trust Body as admired by many great Personalities like M.K. Gandhi, Netaji Subhas Ch. Bose, Rabindranath Tagore, Acharya P.C. Roy etc. during their visits to Bankura Sammilani Medical school. The college has been sincerely striving its best to educate the local students since its inception. More than 30 students belong to the SC/ST communities and having poor family backgrounds. College takes special care to provide them strong support with some extra classes along with some financial assistance. In a stressful situation of growing unemployment in our country, the Career

Counseling Cell and NSS Units of the college have been taking some positive and fruitful steps to invite different companies like TCS, Reshmi Metalik to absorb our eligible outgoing students. Imparting value education is one of our priority areas. Along with regular Bankura University Syllabi (Both UG PG), our teachers impart value education setting different examples of great personalities in their practical lives. Concentration of mind is an inevitable part for our academic activities. With this objective in view and also to create ethical awareness, some programmes of the local 'Brahma Kumaris Iswariya Viswavidyalaya' are held at our college premises with all the staff and students of the college. Some Yoga/Meditation techniques are also taught during that time. To make our students well adapted with this Computer Knowledge, some certificate courses have been introduced and Webel computers Ltd. have been entrusted for the same. Aspiring students while pursuing their normal graduation courses take this opportunity to pursue these certificate courses also. Many students have got themselves absorbed in different field of employment after completion of these courses. It is an inherent aspect of human quality that we must think for others. With this sensual feeling our NSS volunteers and NCC cadets devote their leisure periods for the welfare of the people of the local busy areas, the adopted villages by conducting awareness programmes on Dengue, Thalassemia, water hygiene, plastic debris etc. are also conducted off and on by our students. Anti-drug, Anti-tobacco, Anti-alcohol campaigns are made by our students for the welfare of the people of the said villages. Organising Blood donation camps, Leprosy awareness programme, Traffic rules awareness programme etc. are some of the dynamic activities of our students under the expert guidance of our programme officers and other teachers of the college. Cleaning initiatives are also taken by our students off and on specially by the NSS volunteer and NCC cadets, so that, proper hygienic and clean environment prevail around the college campus and its vicinities. Environment awareness programmes are conducted with local tours and tree plantation programme on and off. Our female students are rendered mental support to protest against the eve-teasing or any kind of misbehave of wrongdoings by the male students.

Provide the weblink of the institution

<http://bankurasammilanicollege.net>

### **8.Future Plans of Actions for Next Academic Year**

1) Plan of implementation for introducing the PG courses in Chemistry as the affiliations of the said course has been already received by the college. 2) Plan of organising an orientation programme organised by all departments of our college with IQAC about the departmental facilities, syllabus, teaching-learning methodologies carried over here. 3) Plan of introduction online certificate courses related to their subject through NPTEL-SWAYAM platform. 4) Plan of holding a national level seminar on "Intellectual Property Right" and a state level seminar on Debiprasad Chattopadhyay, the great philosopher and son of the district of Bankura. 5) To take initiatives in filling up the vacant posts. 6) Plan of holding on-line classes for students and video lectures by almost all departments through college website. 7) Encourage all departments to organise National /State Level Seminar /Webinars. 8) Plan of extension of Reading room and Library facilities. 9) Plan of construction of new Auditorium Hall from state fund and college fund and plan of construction of new college campus by RUSA fund. 10) Plan of renovation of Botany Department, Zoology Department, Microbiology Department, Nutrition Department.