



Yearly Status Report - 2019-2020

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 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
2. Institutional Status		

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)	http://bankurasammilanicollege.net/images/uploads/AQAR%20submitted%202018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://bankurasammilanicollege.net/academic_calendar.php

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

6. Date of Establishment of IQAC	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
Introducing Orientation	24-Jul-2019	562

Week Program for the newly admitted students	08	
One day National Seminar on Intellectual Property Rights	07-Sep-2019 01	48
Academic visit to Department of Zoology, Sidhu Kanhu Birsa University, Purulia	12-Mar-2020 01	19
Celebrating Birth Centenary of Debi Prasad Chattopadhyay	21-Aug-2019 01	95
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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	RUSA 2.0 Grant Infrastructure [New Construction]	Central & State Government Jointly	2020 365	5000000
Bankura Sammilani College / Dept. of Chemistry /Dr. Sabir Ahammed	Minor Research Project	Department of Science & Technology and Biotechnology	2019 1095	370000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

7

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

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Implementation of Post Graduate course in Chemistry.

Initiatives taken for organizing an orientation program for newly admitted students of all departments.

Academic visit to premier Institutions.

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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
Organizing International Webinar on "COVID-19 - Awareness, Treatment and Genomic Insight for Future Development"	Organized on 14 & 15 June, 2020
Purchase of computers from RUSA Fund for different departments	Purchased on 22/02/2020
Plan of starting on-line classes on account of unprecedented situation of COVID-19	Started since Mid-April,2020 through Google Meet, Zoom and also through Online classroom (Virtual cotact mode and uploading study materials)as designed by the college
Plan of construction of new PG Lab. for Chemistry at the 2nd floor of APC Roy Block	Initiated since November, 2019
Plan of construction of new building from the RUSA fund	An amount of Rs 50.00 Lakh has been received by the college in May,2020 and the same has been handed over to the Social Sector, P.W.D. Dept. Bankura Division for the said purpose
Renovation of College Auditorium	Work order for the purpose has been placed to the Finite Space, Durgapur after selection through the e-tendering Process.
Renovation of the department of Microbiology.	Partially completed in December-2019
Construction of new computer lab for the department of Mathematics on the 2nd floor of APC Roy Block	Completed in May-2020
Introduction of online "NPTEL" Courses	85 students have got themselves enrolled in the NPTEL courses in July-2019
Plan of organizing Orientation Programme for newly admitted students	Celebrated Orientation Week from 24th to 30th July, 2019

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

Governing Body

08-Jan-2021

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

2020

Date of Submission

19-Mar-2020

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

College Administration and Management software (CAMS) is an essential module of the college as hosted in the web server. With a view to smooth functioning and managing the college administration, this software has been designed to implement software solutions that provide detailed reports suitably in consistent, accurate and timely manner. It is now an essential and urgent need for a college to keep proper systematic documentation. A comprehensive database related to students' Admission, their activities, eclassroom records, uploading study materials, online examination and evaluation of answer scripts and subsequent uploading the marks scored (both Internal Assessment and End Semester Exam) by the students, their result in accordance with the guidelines of Bankura University and also students' nonacademic records, is part and parcel within the module. Sometimes it is required to prepare and provide similar information related to the students and staff of the college as well as other activities multiple times which leads to the wastage of Institution effort time, if the same is done manually. SOUL software has been

functioning in our college library, fully equipped with automation and Inflibnet facilities. Some departments restructure students' database individually. The CAMS software also caters to the need of making a database for teachers related to their academic, research fields and their promotional benefits under CAS (Career Advancement Scheme). Reorganization this system and full automation are the future targets of the college.

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

Bankura University has started the CBCS syllabus in all its affiliated colleges 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 the subjects within the present time frame of 6 months per semester. Syllabus organization in concise form and presentation for clear communication and preparation of handouts are made by the teachers and completed in time by them. ICT tools are also used as a common feature. For sending the study materials and for assessing the assignments as given to the students, common e-mail ids and whatsapp groups are used. Internal examinations are structured 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 the administrative processes related to the examinations e-g form-fill up, download of admit cards, uploading of marks as scored by the students in the examinations, and other administrative works like registration, enrolment, students' scholarship works etc. An Examination committee has been constituted inducting the members in accordance with 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 skills and to sharpen their knowledge.

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 financial accounting	Nil	01/08/2019	180	Employability in the financing, insurance and marketing sectors	Develops skills on handling different finance related softwares
Nil	Diploma in PC application	01/08/2019	365	Employability in desktop	Develops necessary skills to

Nil	Computer in Business Application	01/08/2019	180	publishing Focus on online computer based business application	different computer based services Develops skills on online services related to different business
Nil	Diploma in Web Application	01/08/2019	365	Employability and entrepreneurship on web-based sectors	Website construction

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MSc	Chemistry	01/07/2019
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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	01/07/2019
BSc	UG	01/07/2019
BCom	UG	01/07/2019
MA	PG (English)	01/07/2019
MSc	PG (Chemistry)	01/07/2019

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

	Certificate	Diploma Course
Number of Students	24	107

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	01/07/2019	Nil
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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	24
BSc	Zoology	96

BSc	Microbiology	100
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
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>For judging the quality of education as offered by the college, feedback is taken from the stake holders like - students, teachers, parents and alumni at regular interval. For students we have started Online Students' Satisfaction Survey from this year. It is a MCQ type of questionnaire as posted in the college website and all 6th semester students are advised to put their responses mandatorily through the online mode. Their responses are collected and analyzed both quantitatively and qualitatively by the IQAC. Structured feedback is also taken from the faculty members and their observations and suggestions are also considered. The summary of the feedback pointing strength and weakness of the department and the college as a whole is further discussed in the Teachers' Council meeting of the college. College administration meets periodically with the alumni members and parents in their respective forum and their responses are noted with utmost seriousness. 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. Major issues are further discussed 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	Nil	9
MSc	Chemistry	20	Nil	7
BCom	All Commerce Subject	356	158	40
BA	All Arts Subject	1223	15016	887
BSc	All Science Subject	673	9449	349

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2.2 – Catering to Student Diversity

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

Year	Number of	Number of	Number of	Number of	Number of
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	students enrolled in the institution (UG)	students enrolled in the institution (PG)	fulltime teachers available in the institution teaching only UG courses	fulltime teachers available in the institution teaching only PG courses	teachers teaching both UG and PG courses
2019	1276	16	46	Nil	85

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
85	76	184	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 is 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 college has introduced Orientation Programme for the newly admitted students where students are informed about the status, scopes and employability of their subject of study. 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
1292	56	1 : 23

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	43	4	6	25

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
2019	Dr. Samir Kumar Mukherjee	Principal	Siksha Ratna Sanman-2019
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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 SEM VI	Semester	01/10/2020	31/10/2020
MA	PG SEM I	Semester	23/12/2019	09/04/2020
MSc	PG SEM I	Semester	27/12/2019	11/03/2020
BCom	UG SEM I	Semester	20/01/2020	22/08/2020
BA	UG SEM VI	Semester	01/10/2020	31/10/2020
BA	UG SEM I	Semester	20/01/2020	22/08/2020
BSc	UG SEM VI	Semester	01/10/2020	31/10/2020
BSc	UG SEM I	Semester	20/01/2020	22/08/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

It is the continuous internal evaluation of students' merit, that helps a student to detect his /her weakness in comparison to other students in the class and subsequently they can correct those weaknesses. Traditional End Semester Examinations are held at regular 6 months' interval. Along with these, college arranges for class tests, internal evaluation tests, and surprise tests. 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 an insipid academic atmosphere. Teachers are encouraged to evaluate 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

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	244	233	95
UG	BA	All Arts subjects	181	160	88
UG	BCom	All Commerce subjects	29	25	86

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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/Students%20Satisfaction%20Survey%20\(2019-20\).pdf](http://bankurasammilanicollege.net/images/uploads/Students%20Satisfaction%20Survey%20(2019-20).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	1095	WBDSTBT	370000	260000

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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
One Day Awareness Program On Intellectual property Rights	IQAC	07/09/2019

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 Poster Presentation	Rituparna Pathak	(SERB) DST DBT with Midnapore City College	04/02/2020	Science
Best Oral Presentation	Chitra Kundu	Sidho Kanho Birsha University International Academy of Science Research, Kolkata	28/11/2019	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	01/07/2019

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
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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	Nil

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)
National	Botany	1	0.42
International	Botany	1	3.97
International	Chemistry	1	0.96
National	Zoology	5	00

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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
Microbiology	10
Botany	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
A New Species of Actinotaenium (Desmidiaceae, Desmidiiales) from Eastern Himalayas, India, with a Note on Its Reproduction	Debjyoti Das	National Academy of Science Letters	2020	0	Bankura Sammilani College	Nil
Inhibition of biofilm- and hyphal- development, two virulent features of Candida albicans by secondary metabolites of an endophytic fungus Alternaria tenuissima having broad spectrum antifungal potential.	Ranjan Ghosh	Microbiological Research	2020	0	Bankura Sammilani College	Nil
Compound from Flowers of Moringa oleifera Competently Active	Samaresh Ghosh	Infect Disord Drug Targets	2020	0	Bankura Sammilani College	Nil

against Multi-Drug Resistant Gram-negative Bacilli.						
Red Tide and Algal Bloom Hampering the Fish Production of the Ponds of Bankura Town of West Bengal, India	Surajit Majumder	Environment And Ecology	2019	0	Bankura Sammilani College	Nil
A Study of Plankton Diversity of Some Ponds of Bankura Town, West Bengal, India	Surajit Majumder	Environment And Ecology	2019	0	Bankura Sammilani College	Nil
Blue Rock-thrush Monticola solitarius pandoo: First record from the southern West Bengal, India	Ananya Nayak	Ela Journal of Forestry and Wildlife	2020	0	Bankura Sammilani College	Nil
A Checklist of birds of Gangdua dam (Sali Reservoir) , Bankura District, West Bengal, India	Ananya Nayak	Wesleyan Journal of Research	2020	0	Bankura Sammilani College	Nil
Assessment of physico-chemical	Rajendra Prasad Mondal	Wesleyan Journal of Research	2020	0	Bankura Sammilani College	Nil

condition of a fresh water reservoir of Bankura, West Bengal for fish culture

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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
Compound from Flowers of Moringa oleifera C ompetently Active against Multi-Drug Resistant Gram-negative Bacilli	Samaresh Ghosh	Infect Disord Drug Targets	2020	Nil	Nil	Bankura Sammilani College
Inhibition of biofilm- and hyphal -development, two virulent features of Candida albicans by secondary metabolite s of an endophytic fungus Alternaria tenuissima having broad spectrum antifungal potential	Ranjan Ghosh	Microbio logical Research	2020	75	1	Bankura Sammilani College
A New Species of Actinotaenium (Desmi	Debjoyti Das	National Academy of Science Letters	2020	16	Nil	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	40	90	Nil	Nil
Presented papers	4	13	Nil	Nil
Resource persons	Nil	2	Nil	Nil

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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
Independence Day celebration and Cleaning programme of College Campus on 15.08.2019	3 units of NSS NCC	7	129
Celebration of NSS Day and Plantation programme on college campus on 24.09.2019	3 units of NSS	3	50
Celebration of National Unity Day with Plantation and Campus cleaning programme on 09.11.2019	3 units of NSS	1	20
Banmohotsab and cleaning the environment programme on 18.12.2019	3 units of NSS	3	54
World AIDS Day celebration with Bankura District	3 units of NSS	3	67

Health Department on 01.12.2019			
Mega pollution awareness rally on 11.07.2019	NCC	1	40
Tree plantation programme on 25.07.2019	NCC	1	25
Celebration of Teachers Day on 05.09.2019	NCC	1	45
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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	Nil
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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	NCC NSS, Bankura Sarmilani College with Bankura District Health Department	World AIDS Day celebration on 01.12.2019	4	92
Swachh Bharat	NSS, Bankura Sarmilani College	Cleaning programme of College Campus on 15.08.2019	3	25
Swachh Bharat	NCC, Bankura Sarmilani College	Mega pollution awareness rally on 11.07.2019	1	40
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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,	Bankura Sarmilani College & Bankura Zilla Saradamani Mahila Mahavidyapith	Institution	205

Mathematics, Political Science, Sanskrit			
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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
NIL	NIL	NIL	01/07/2019	01/07/2019	NIL
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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	17/01/2019	Mobility of student and staff exchange and involve itself with all forms of research project	18
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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
35357000	8148255

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Newly Added
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
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

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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 partially)	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	Nil	Nil	26423	3910604
Reference Books	25481	6641773	332	401761	25813	7043534
e-Books	Nil	Nil	Nil	Nil	Nil	Nil
Journals	728	16440	36	1000	764	17440
e-Journals	793	5200	Nil	Nil	793	5200
Digital Database	1	Nil	Nil	Nil	1	Nil
CD & Video	112	Nil	Nil	Nil	112	Nil
Library Automation	1	Nil	Nil	Nil	1	Nil

[View File](#)

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
Dr. Mrinmoy Shannigrahi	Quantum Chemistry Part I	Institutional Youtube Channel	29/03/2020
Arindam Ganguly Sourav Singh	Training on Mushroom cultivation by Microbiology Department	Institutional Youtube Channel	02/04/2020
Dr. Mrinmoy Shannigrahi	Quantum Chemistry Part III	Institutional Youtube Channel	07/04/2020
Dr. Arunava Chattopadhyay	Madhya Juger Bengla Sahitya Baisnob Padaboli	Institutional Youtube Channel	08/04/2020
Dr. Munmun Chatterjee	Socialization	Institutional Youtube Channel	09/04/2020
Dr. Arunava Chattopadhyay	NOIBIDYA_72_RABIN DRANATH	Institutional Youtube Channel	10/04/2020

Dr. Munmun Chatterjee	CONSUMER PROTECTION ACT	Institutional Youtube Channel	11/04/2020
Subrata Jana	Non integrated accounting system	Institutional Youtube Channel	22/04/2020
Dr. Samir Kumar Mukherjee	Plant Pathology	Institutional Youtube Channel	04/05/2020
Chakradhar Rajowar	Negative temperature concept	Personal Youtube Channel	09/05/2020
View File			

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	2	82	10	1	20	42	85	0
Added	38	0	0	0	0	7	31	0	0
Total	134	2	82	10	1	27	73	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
E-classroom	https://onlinebscollege.com/DepartmentPart/dept_login.aspx
YouTube Channel	https://www.youtube.com/channel/UCneFkEHQ4KcONqXzhllaXew/videos

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
3549500	3010974	1377000	1078621

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 have 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. Infilbnet 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 centre 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

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 Full-free scholarships	312	188430
Financial Support from Other Sources			
a) National	Kanyashree, SC/ST/OBC scholarships, Swami Vivekananda Merit cum means and others	1744	16811400
b) International	Nil	Nil	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
Remedial Coaching	10/03/2020	126	Institution
Language Lab	06/03/2020	54	Institution

Personal Counselling	02/03/2020	20	Institution
View File			

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 competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	NIL	Nil	Nil	Nil	Nil
No file uploaded.					

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
3	3	75

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
Nil	Nil	Nil	Nil	Nil	Nil
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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
2020	23	B.Sc. Nutrition (H)	Nutrition	Vidyasagar University, Calcutta University, Vinoba Bhave University	M.Sc. Nutrition
2020	22	B.Sc. Mathematics (H)	Mathematics	Bankura University, Burdwan University, Calcutta University, Hyderabad Central University, Visva-Bharti University, NSOU,	M.Sc. Mathematics

				Vidyasagar University, Kazi Nazrul University	
2020	20	B.Sc. Botany (H)	Botany	Midnapore City College (VU), Vinoba Bhave University (Jharkhand), Ramananda College (BKU), Vidyasagar University, Bidhannagar College (West Bengal State University)	M.Sc. Botany
2020	8	B.A Political Science (H)	Political Science	Bankura University, Burdwan University, RABINDRAVARATI UNIVERSITY	M.A Political Science
2020	20	B.A. English (H)	English	Bankura University, The University of Burdwan, Sidho Kanho Birsha University	M.A. English
2020	34	B.A. Bengali (H)	Bengali	Bankura University, The University of Burdwan, Jadavpur University, Banaras Hindu University, Saldiha College, Bankura Christian College, PRMS College, Saradmoni College	M.A. Bengali
2020	22	B.Sc. MICROBIOLOGY	Microbiology	National Institute of	M.Sc. Microbiology,

		(H)		Virology, Banaras Hindu University, University of Calcutta, Presidency University, Vidyasagar University, Raiganj University, Lady Brabourne College (CU), Sikkim University, Narendrapur RK Mission, JIS, MAKAUT	M.Sc. Virology, M.Sc. Biotech hnology
2020	12	B.Sc. Physics (H)	Physics	Vidyasagar University, Bankura University, The University of Burdwan, Annamalai University, Presidency University, NIT- Surathkal, Bihar Central University, University of Hyderabad	M.Sc. Physics (H)
2020	20	B.Sc. CHEMISTRY (H)	Chemistry	IIT Kharagpur, IIT Ropar, The University of Burdwan, Viswa- Bharati University, IIEST Shibpur, Presidency University, Bankura University, Bankura Sammilani College	M.Sc. CHEMISTRY
2020	12	B.Sc.	Zoology	Banaras	M.Sc.

		ZOOLOGY (H)		Hindu University, Barasat State University, The University of Burdwan, Sidho Kanho Birsha University, Vidyasagar University	ZOOLOGY
View File					

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
Any Other	6
View File	

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	72
Intra college cultural competition	UG and PG	18
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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	International Youth Exchange Program, China	International	Nil	1	864	Keshab Mishra
2020	Nation Level Republic Day Parade Camp, New Delhi	National	Nil	1	1529	Subrata Mandal
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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' council and representation of students of the institution are remarkable and essential parts on academic and administrative points of view. The students being the major stake holders of a college their welfare is the

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 Paying of tuition fees, library matters, class attendance, Scholarship matters, Games and Sports, examination matters etc are pointed out in the Government 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 is collaboration of 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 busy 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 expend through the mediation of the Students' council under the supervision of respective Teacher-in-charges. 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.

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 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 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 favor 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 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.

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:

45

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

4500

5.4.4 – Meetings/activities organized by Alumni Association :

Date: 02/12/2019- Resolution No. 1- Renovation of college auditorium: Principal reports to the house that the college has received a grant of Rs.15 Lakh from the Govt. of West Bengal vide sanctioning Memo No- 839(SANC)/EH/P/CS(68-02)/2019 dt 11/01/2019 for the purpose of renovation of college auditorium. Subsequently the college Governing Body has decided to renovate the existing college auditorium with better arrangements of seat facilities, sound system, stage decoration etc by expending some additional fund from the college. Principal adds that in view of expending the said fund, the government guidelines have been maintained i.e through the process of e-tendering. But he has faced some obstacles in the said process when some local outsiders created some pressure demanding to hand over the responsibility of the said renovation works to them without the process of e-tendering. It is resolved that all the alumni members be united to resist those outsiders and assist the Principal for the renovation of the college auditorium as per decision of the college Governing Body following the government guidelines.

Resolution No. 2- Setting up of Grass/Tile on the lawn within the college campus: Considering the troubles of muddy condition at the college lawn within the campus, it is proposed that either astrotarph grass or tiles be set up at the floor of the college lawn, so that, free movements can be made during the rainy season. It is resolved that the matter be referred to the beautification committee of the college and finally to the college Governing Body for sanction of fund.

Date: 05/03/2020- Resolution No. 1- To consider the proposal of construction of boundary wall on the eastern side of Rabindra Chatrabus (SC/ST Hostel for Boys): Some alumni members report to the Principal that eastern side of Rabindra Chatrabus (SC/ST Hostel for Boys) being open, the area is being illegally encroached by the local people, although 2.7 acres of land of Haritaki Bagan has been allotted to this college by the DL LRO, Bankura. So a proposal be and is made to create boundary wall on the eastern side of the said hostel and the matter be referred to the college Governing Body.

Resolution No. 2- To check antisocial activities during the evening hours at the Rabindra Chatrabus campus: Some alumni members of the local area inform the Principal of regular drinking of alcohol, drug abuse at the Rabindra Chatrabus campus during the evening hours by some outsiders. Principal also admits the same as a regular problem although he had taken previously remedial steps by informing the local Police station. It is resolved that some local alumni members be and are entrusted to make a constant vigilance over the matter and inform the Police as soon as there'll be gathering at the said campus for the evil purpose. Principal bids thanks to the alumni members for taking such a cordial initiative for a great cause.

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)

1) 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 counseling. This counseling 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. 2) College Exhibition – It is a regular practice of the college to arouse in students sense of innovative thinking. With this objective in view the teaching staff of our college encourages the students to create something new within the limitation of their syllabi. So, exhibition of the college 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 organizers.

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
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 through the Orientation Programme.
Industry Interaction / Collaboration	Some departments carry out Industrial visits. The college is in the process of tying up with industry.
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.

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.

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.

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

	<p>improvement is given to the students. Recently Unit tests and Internal Assessment are done through Online mode.</p>
Teaching and Learning	<p>The faculties of each department meet at the beginning of each academic session to 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 Honours departments organize national/international level seminars, webinars at regular interval. College practiced Technology enabled Teaching Learning process using LCD projectors and other ICT methods. The college provides Smart Classrooms for the teachers and students. Recently Online mode of teaching- learning has been adopted by the college. Uploading of lecture materials, live classroom session, online examinations are done through our college website on regular basis. The departments organize students' seminars, quiz contests, group discussion, debates group discussion etc. to encourage the young mind. Field study, Project work, educational tours are also carried out by some departments of the College.</p>
Curriculum Development	<p>The college is presently affiliated to Bankura University. The affiliating university has the authority to develop curriculum for the undergraduate and post-graduate studies. There is little scope of curricular designing from the end of college. 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.</p>

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

E-governance area	Details
Administration	<p>It is the Governing Body which is the highest authority of the college. It consists of the members with President as nominated by the Government along</p>

with one member from Higher education council, West Bengal government nominee, 03 representatives of teaching staff, one from the non-teaching staff and one students' representative. All kinds of planning for infrastructural academic and administrative development of the college are approved by the college GB. It is Teachers' council of the college which makes academic planning related to teaching, learning and evaluation of students. Several committees as formed by the Governing Body and Teachers' council takes the responsibilities of looking after different activities of the college like admission, examination, anti-ragging, internal complaints, Grievance and redressal, Games and Sports, infrastructural development college library etc.) are used by the college for running all kinds of academic as well as administrative activities.

Planning and Development

All kinds of planning and developmental activities of the college require the final permission and approval from the Governing Body (GB), the highest authority of the college. It is the building committee of the college as formed by the GB, makes all kinds of infrastructural developments. IQAC of the college as formed by the GB looks after teaching learning and evaluation matters and other related academic matters. It is the Purchase committee of the college that is responsible for any kind plan and execution of purchase for the college. Other planning and activities related to Finance admission, examination, games and sports, exhibition, culture, career counseling, library etc are controlled by the respective committee as formed by either Governing Body or Teachers' council wherever applicable. Planning of financial audit of the college is made by the DPI, Government of West Bengal every year. The Planning and implementation of the academic audit is done by the Academic' council and IQAC of the college.

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 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, Nonteaching staff and one Students' representative 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. On account of seriously bad impact of COVID-19, it is the on-line examination system that has been introduced by Bankura University. The newly uploaded questions are downloaded by the examinees from the University portal through their individual login IDs and answers written at home within the stipulated time period are uploaded

in the specific portal or sent through e-mail by them as specified by the University. The answer scripts are evaluated by the teachers through on-line mode and finally the marks are uploaded to the University portal for future publication of results.

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 support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	NIL	NIL	NIL	Nil
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)
2019	NIL	NIL	01/07/2019	01/07/2019	Nil	Nil
No file uploaded.						

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
Faculty Development Program	1	28/05/2020	03/06/2020	7
Orientation Programme	1	26/06/2020	24/07/2020	28
Faculty Development Program	1	01/06/2020	07/06/2020	7
Faculty Development Program	1	02/06/2020	08/06/2020	7
Faculty Development Program	1	05/06/2020	11/06/2020	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
6	6	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Employees Credit CoOperative 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 disbursement 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.	20069	As rent
No file uploaded.		

6.4.3 – Total corpus fund generated

3350153

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	Nil	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 software's 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) Renovation of college Auditorium - A State Govt. grant of the amount of Rs 15.00 Lakh has been received by the college for the purpose of renovation of college auditorium vides sanctioning Memo No. - 839 (SANC)/EH/P/CS/6B-02/2019 dt 11/01/2019 with the said amount an additional amount of Rs 26.20 Lakh has been expend from the college fund as approved by the College Governing Body for said purpose. The renovation works have been completed and a well decorated college auditorium has been made following all the government rules through e-tendering process. The college authority has now fulfilled the long demand of the students and staff of the college. 2) Renovation of old Zoology Building of the college from the RUSA 2.0 Fund - An amount of Rs 1.00 Crore had been received by the college from RUSA authorities - vide Memo No. - EH/RUSA-2.0/240/18/Comp-19 dt 21/08/2018. Out of this grant an amount of Rs 23,66,755 has been expend by the Local P.W.Dpte, Bankura Division for the renovation of our old Zoology building, as the latter had been entrusted for the same by our college Governing Body. Consequently a well finished Zoology department has been made from the above said RUSA fund which was long awaited

plan of the college, overcoming the constant tension of breaking down the roof of damaged Zoology building. 3) Extension and renovation of the science laboratories as recommended by the NAAC peer team - With the inauguration of the Postgraduate department in Chemistry the College Governing Body felt the need of extension of the laboratory. Other laboratories of different departments like Mathematics, Botany, Microbiology and Geography were also needed to be renovated. So considering the urgency of the situation all the above said departmental laboratories have been renovated and made spacious, so that, the students can attend the practical classes with at least 20/25 students per batch. The expenditure for the said purpose has been made from the college fund as approved by the college Governing Body.

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 initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	1. Introducing "Orientation Week" Program for the newly admitted students.	24/07/2019	24/07/2019	31/07/2019	562
2019	2. National Seminar on ' Intellectual Property Rights '	07/09/2019	07/09/2019	07/09/2020	48
2020	3. Academic visit	12/03/2020	12/03/2020	12/03/2020	19
2019	4. Celebrating ' Birth Centenary of Debi Prasad Chattopadhyay '	21/08/2019	21/08/2019	21/08/2019	95

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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
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			Female	Male
NIL	01/07/2019	01/07/2019	Nil	Nil

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
1. Use of solar power to fulfill part of energy consumption. 2. Installation of LED bulbs in the campus to lower the energy requirement.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nil
Provision for lift	No	Nil
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
2020	Nil	1	13/03/2020	01	Awareness programme against Dengue	Knowledge sharing, Local cleanliness and hygiene, preventive measures	16
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Nil	01/07/2019	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Nil	01/07/2019	01/07/2019	Nil
No file uploaded.			

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

Cleaning programme through Swachh College Aviyan by NSS and NCC units
Use of solar power as part of energy source in the campus
Rooftop Rain-water harvesting

Plantation across the campus through Bana Mahotsava Week programme

Plastic- free college campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. From 2019-20 session the college has introduced Orientation Programme for the newly admitted students by organizing Orientation Week . 2. Admission to Assessment through On-line mode.

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

http://bankurasammilanicollege.net/orientation_programme.php

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

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 on-line 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 but 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- teachers 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 future 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 expent 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.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

1) To hold seminar/webinar on Gender equity 2) To renew N-List at the college library, 3) To introduce NPTEL courses for our college students 4) Digitization of the newly purchased books at the college library and keeping records of visitors there. 5) To arrange Dengue Awareness Programme. 6) Renovation of Chemistry Postgraduate Chemistry Laboratory 7) Renovation of Mathematics Botany and Microbiology laboratories 8) Renovation of IQAC Chamber 9) Shifting of teaching staff Room and Principal's Chamber 10) On-line teaching to our college students 11) Plan of construction of a new store room for the college 12) Plan of filling up the vacant posts of Librarians of the college 13) Restructuring of the college website 14) To open Certificate courses in Travel and Tourism, Spoken English, Food Preservation and Self defense under Bankura University 15) Plan of making awareness programme for COVID-19 to the college students and to the local people, by the NCC NSS students and respective Teacher-in-charges of the college. 16) Plan of organizing an orientation programme for newly admitted students 17) Plan of construction of new building from the RUSA fund 18) Plan of holding on-line classes on account of unprecedented situation of COVID-19 19) Plan of Tobacco Awareness Programme by the NCC NSS students of the college. 20) Organizing International Webinar on "COVID-19 - Awareness, Treatment and Genomic Insight for Future Development"