



## YEARLY STATUS REPORT - 2022-2023

### Part A

#### Data of the Institution

##### 1. Name of the Institution

**BANKIM SARDAR COLLEGE**

- Name of the Head of the institution **Dr. Tilak Chatterjee**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **03379602076**
- Mobile no **9874466440**
- Registered e-mail **iqacbscollege@gmail.com**
- Alternate e-mail **writeprincipal@gmail.com**
- Address **Village-Tangrakhali, PO-Tangrakhali, PS-Canning, District-South 24 Parganas, West Bengal. PIN-743329**
- City/Town **Canning**
- State/UT **West Bengal**
- Pin Code **743329**

##### 2. Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **University of Calcutta**
- Name of the IQAC Coordinator **Dr. Suchandra Biswas**
- Phone No. **9830187145**
- Alternate phone No. **8240264878**
- Mobile **9830187145**
- IQAC e-mail address **iqacbscollege@gmail.com**
- Alternate Email address **suchandrabiswas@yahoo.co.in**

**3. Website address (Web link of the AQAR (Previous Academic Year))**

<https://www.bankimsardarcollege.org/uploads/19aqar-2021-2022.pdf>

**4. Whether Academic Calendar prepared during the year?**

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.bankimsardarcollege.org/file/semester-calendar>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>71</b>	<b>2007</b>	<b>31/03/2007</b>	<b>30/03/2012</b>
<b>Cycle 2</b>	<b>B</b>	<b>2.3</b>	<b>2015</b>	<b>03/03/2015</b>	<b>02/03/2020</b>
<b>Cycle 3</b>	<b>A</b>	<b>3.03</b>	<b>2022</b>	<b>20/12/2022</b>	<b>19/12/2027</b>

**6. Date of Establishment of IQAC**

**01/01/2008**

**7. Provide the list of funds by Central / State Government**

**UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>

**8. Whether composition of IQAC as per latest NAAC guidelines**

**Yes**

- Upload latest notification of formation of

[View File](#)

## IQAC

**9.No. of IQAC meetings held during the year** 4

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

**10.Whether IQAC received funding from any of the funding agency to support its activities during the year?** No

- If yes, mention the amount

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

1. NAAC Accreditation Mentoring and Workshops: IQAC played a critical role in organizing workshops and mentoring sessions across multiple colleges to help improve NAAC preparedness. The college's A Grade accreditation in December 2022 reflects IQAC's strategic efforts.
2. Collaboration through MOUs: IQAC facilitated the signing of MOUs with Vidyanagar College and Gurudas College to foster collaboration in academic research, skill development programs, and resource sharing, enhancing the academic ecosystem.
3. Youth Employment Training Programme by TCS: IQAC coordinated the third batch of TCS's youth employment training, resulting in job placements for 13 students, significantly contributing to the employability of graduates.
4. Skill Development Programs for Female Students: IQAC collaborated with Mahindra & Mahindra to provide targeted training for female students, empowering them with skills and boosting their job prospects.
5. Disaster Preparedness and Community Awareness: IQAC's initiatives in disaster preparedness awareness in vulnerable communities enhanced social responsibility and real-world impact through student and teacher engagement.

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

Plan of Action	Achievements/Outcomes
<p>1. Enhance Employability through Skill Development Programs: Youth Employment Training Programme by Tata Consultancy Services (TCS): To conduct a comprehensive employment training program for students, with the goal of providing real-world job readiness and securing placements for participants. Skill Development Training for Female Students by Mahindra &amp; Mahindra: To empower female students by providing targeted skill development training that enhances their employability and entrepreneurial capabilities.</p>	<p>1. Youth Employment Training Programme by TCS (June to Sept 2022): Outcome Achieved: Successfully conducted the training, with 13 trainees securing job placements after the prog</p>
<p>2. Improve Academic Quality and Accreditation Status: NAAC Accreditation Preparation and Workshops: Plan and execute mentoring and workshops to improve the college's preparedness for NAAC accreditation, with the goal of achieving a higher accreditation grade.</p>	<p>2. Skill Development Training for Female Students by Mahindra (August 2022): Outcome Achieved: The skill development program was successfully completed, targeting female students to improve their employability in the job market.</p>
<p>3. Student Engagement through Co-Curricular Activities: Student Week Celebrations: Organize a series of events to promote student welfare, creativity, and critical thinking through contests and seminars on social issues, photography, letter writing, and more.</p>	<p>3. Assessed and Accredited with A Grade by NAAC (December 2022): Outcome Achieved: The college received an A Grade accreditation, signifying improved academic quality and infrastructure as a result of sustained efforts in preparing for NAAC assessment.</p>
<p>4. Build Academic Partnerships and Collaborations: Memorandums of Understanding (MOUs) with</p>	<p>4. Students' Week Celebrations (02.01.2023 - 07.01.2023): Outcome Achieved: Multiple</p>

<p>Partner Institutions: Establish MOUs with Vidyanagar College and Gurudas College to promote collaborative academic programs, research, and skill development initiatives.</p>	<p>student competitions were successfully organized, increasing student participation in creative and intellectual endeavors.</p>
<p>5. Raise Awareness on Disaster Preparedness: Disaster Preparedness Programmes: Conduct people's awareness programs focusing on disaster preparedness in vulnerable areas such as Namkhana and Gosaba, with active participation from students and teachers.</p>	<p>5. Disaster Preparedness Programmes (21.01.2023 - 04.02.2023): Outcome Achieved: Awareness programs were conducted at Namkhana and Gosaba Blocks, with active participation from students and faculty, enhancing community preparedness.</p>

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

- Name of the statutory body

Name	Date of meeting(s)
IQAC	15/10/2024

**14. Whether institutional data submitted to AISHE**

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	<b>BANKIM SARDAR COLLEGE</b>
• Name of the Head of the institution	<b>Dr. Tilak Chatterjee</b>
• Designation	<b>Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
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• Location	<b>Rural</b>
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• Name of the IQAC Coordinator	Dr. Suchandra Biswas				
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Cycle 3	A	3.03	2022	20/12/2022	19/12/2027
<b>6.Date of Establishment of IQAC</b>			01/01/2008		
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<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
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IQAC	15/10/2024				
<b>14. Whether institutional data submitted to AISHE</b>					
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Year	Date of Submission				
2022-23	21/02/2024				
<b>15. Multidisciplinary / interdisciplinary</b>					
The newly introduced curriculum under the CBCS offers several areas having interdisciplinary domains. Teachers are made to identify such interdisciplinarity and prepare them towards effective curriculum delivery across other departments.					
<b>16. Academic bank of credits (ABC):</b>					
Being affiliate of an university the task of conducting examination and giving credits solely rests on the university. The digital repository of credits (as obtained by the students) or the academic bank of credit is maintained by the university.					

<b>17.Skill development:</b>
The college appreciates that skill development is important in the progression roadmap of each student. For this reason the college imparts 1. Add on courses on Communicative English, Basic Course of Computers, Basic Course in Tally certified by Netaji Subhash Open University 2. Youth Employment Programme (YEP) by TATA CONSULTANCY has been implemented. 3. Mahindra Pride skill development programs for employability have also been implemented.
<b>18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>
With various Dibash celebration the college sought integration of Indian Knowledge system. As an affiliate college we have no authority to launch a formal online course. However, UG and PG courses in Bengali, UG courses in Sanskrit are being taught primarily in face to face mode.
<b>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</b>
We haven't started yet as an affiliate college.
<b>20.Distance education/online education:</b>
Various UG and PG courses in Distance Education mode are offered by Netaji Subhas Open University (NSOU). A MOU with NSOU is in place.

## Extended Profile

### 1.Programme

1.1 363

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

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1 2040

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2

621

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3

369

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1

53

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2

58

Number of sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	<b>363</b>
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1	<b>2040</b>
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	<b>621</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	<b>369</b>
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3. Academic

3.1	<b>53</b>
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	58
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	29
Total number of Classrooms and Seminar halls	
4.2	51.948
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	89
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The institution being an affiliated college of University of Calcutta, delivers the curriculum as per guidelines of the University. For effective curriculum delivery the college emphasises on

1. Regular attendance.

2. An academic calendar is prepared at the beginning of the year with details of commencement of classes, examinations, students' seminar, special lectures etc.

3. Online classes are held during vacations through Google meet platform.

4. The syllabus is distributed among the departmental teachers and classes allotted as per the routine are displayed in college website and in college notice board.

5. Regular departmental meetings are also held to discuss the completion of the syllabus

6. The institution conducts internal assessments as a mark of the most effective step towards curriculum delivery.

7. Pen-Tab, YouTube are extensively used during work from home.

8. Special online lectures are arranged occasionally.

9. Teachers follow the practice of mentoring with the students 24 X 7 through whatsapp groups.

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

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

In addition to the terminal evaluation processes of the Calcutta University, the system of Continuous Internal Evaluation (CIE) for CC, SEC, DSE, GE and AECC is conducted as per academic calendar and requirements of Calcutta University to monitor academic progress, increase the level of confidence among students while preparing them for formal academic evaluation at the University level and also to understand and address the needs of less meritorious students. On the basis of class response and performance in class tests slow learners are identified and remedial classes are arranged for them. During the end of the semester, the teachers upload the attendance and marks scored in the university portal within the stipulated deadlines as set by the university. In addition to that the various ways in which CIE is operative in the college which include

- Class tests and tutorials
- Home Assignments
- Syllabus- oriented Term papers and Project preparation
- Syllabus-related paper presentations

- Group discussions
- Compulsory field work for students of Botany, Geography and Zoology
- Report writing based on educational excursions in departments like History, Philosophy
- Conducting mock interviews, Quizzes and viva voce examinations

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

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

**C. Any 2 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

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

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



File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

6

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

253

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

## 1.3 - Curriculum Enrichment

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

As the college is an affiliate of the university, the college itself does not have much scope and opportunity to develop and design its curriculum. It follows the curriculum suggested by the university. However, the university in recent times has introduced the Choice Based Credit System in which Skill Enhancement Courses (SEC) and Discipline Specific Electives

(DSE) are incorporated to supplement the basic Core Courses. In these SECs and DSEs there are several cross cutting issues which are relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability The Departments like Philosophy, Political Science, English, Geography, Education, History, Economics, Chemistry, Physics, Botany and Zoology integrate several crosscutting issues into their curriculum which covers Indian and Western Ethics, Business Ethics, Business Ethics, Women's Education, Women's Writing, Eco Feminism, Gender and Society, Gender & Women, Human Rights and Theory, Human Rights in a comparative perspective, Environmental Geography, Man and Environment, Sustainable Development , Environment issues in History, Sustainable Development, Green Chemistry and Natural Products, Plant Geography, Ecology and Evolution, Environment Conservation and Sustainability and Renewable Energy Sources

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

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

123

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

1648

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

**1.4 - Feedback System**

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders**  
**Students Teachers Employers Alumni**      **A. All of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="https://bankimsardarcollege.in/IOAC/FLD_796_2_IOAC_45579.06747418981.4.2.pdf">https://bankimsardarcollege.in/IOAC/FLD_796_2_IOAC_45579.06747418981.4.2.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

**1.4.2 - Feedback process of the Institution may be classified as follows**      **A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
URL for feedback report	<a href="https://bankimsardarcollege.in/IOAC/FLD_796_2_IOAC_45579.06747418981.4.2.pdf">https://bankimsardarcollege.in/IOAC/FLD_796_2_IOAC_45579.06747418981.4.2.pdf</a>

**TEACHING-LEARNING AND EVALUATION****2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year****2.1.1.1 - Number of students admitted during the year**

849

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)****2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

273

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**2.2 - Catering to Student Diversity**

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

The distinctiveness of this institution is that the college is helping the students to reflect and realise their potential. The teachers are identified with the necessity of appreciating the learning levels of the students and it follows certain innovative ways of assessing them. Each department conducts regular continuous internal assessments on the portion of the syllabus completed. The teachers give home assignments and departmental quizzes are arranged regularly. In this process the learning levels of the students get assessed. Programs for Slow Learners: Remedial Teaching is arranged to redress the deficiencies of the slow learners Programs for Advanced Learners: Peer Teaching is arranged where advanced learners are encouraged to help their classmates

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

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

Number of Students	Number of Teachers
2040	53

File Description	Documents
Any additional information	No File Uploaded

## 2.3 - Teaching- Learning Process

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

Teachers in this institute believe that education should address the distinct learning needs, interests, and aspirations of individual students. To accomplish this goal, teachers engage the students in a wide variety of methods - from modifying assignments and instructional strategies in the classroom to entirely redesigning the ways in which students are grouped and taught. Learning through experience Practical classes -students in the departments of Geography, Physics, Chemistry, Botany and Zoology remains engaged in experimental learning during their practical classes. Virtual Study tour/ Field tour - Departments like History arranged virtual museum tours using ICT tools. Problem solving Assignments - Students are given assignments on different types of problems on topics covered in class. Participative Learning Students' Quiz - Departments organise quiz events where students form groups within themselves and design questions on their curriculum and contest to be the winners. Peer-Teaching - The advanced learners are encouraged to help their classmates and also to take classes under the guidance of subject teachers. The students of the Political Science Department visited the legislative assembly to better understand the working of the legislature

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

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

Teachers make use of different ICT enabled techniques to make the lectures more interesting. They regularly make use of Power point presentations, web/online based teaching. Teachers also make use of smart boards. To facilitate the ICT enabled teaching, the entire college has Wi-Fi and high speed internet connection and is also connected through LAN. The institution has a learning management system where teachers upload study materials, question banks and Power-point presentations for the use of students. Most of the departments have WhatsApp groups through which teachers regularly mentor the students. Students feel free to clarify any doubts they have even outside college hours. Online classes are taken through Google Meet platform during vacations.

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

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

**2.3.3.1 - Number of mentors**

53

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

## 2.4 - Teacher Profile and Quality

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

53

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

19

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

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

#### 2.4.3.1 - Total experience of full-time teachers

637.25

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

### Mechanism of the internal assessment

1.The dates of internal assessment are pre-scheduled and such dates are published in the academic

calendar

2.The Academic Calendar is given in the college prospectus and also on the college website

3.The college has a three-member Examination Sub-committee which remains in charge of

- Getting the question papers from each teacher through cbcbsan@gmail.com
- Conducting the exams on the pre-scheduled dates
- Getting the answer scripts evaluated by the concerned teachers
- Obtaining hard copy and soft copy of the mark sheets

4.The evaluated answer scripts are shown to the students so that they can be aware of their mistakes. The teachers take care to explain their mistakes and the doubts if any.

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

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



Teachers as mentors redress the grievances of the students, if any, at the departmental level. The subject teachers discuss the correct answers with the students in the subsequent classes.

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

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students

Course Outcomes are prepared by teachers and the same are circulated among the students at the beginning of their course. Programme and Course Outcomes are also uploaded in the College website

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.bankimsardarcollege.org/file/pso-co">https://www.bankimsardarcollege.org/file/pso-co</a>
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

Attainment of Programme outcomes and course outcomes are evaluated through a 4 component system. A student is judged on the basis of

1. Teachers' Assessment Score (TAS) --- through Continuous internal assessment and class performance
2. Students' Feedback Score (SFS) -----from feedback received from the student

3. University Assessment Score (UAS) ----- Marks attained at University examination
4. Progression Score ---- Whether student has progressed to higher education or for job

The total score calculated from these 4 components are used to evaluate Programme outcomes and course outcomes.

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

### 2.6.3 - Pass percentage of Students during the year

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

368

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

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

[https://bankimsardarcollege.in/IOAC/FLD\\_830\\_2\\_IOAC\\_45579.8955814815SSS\\_2022-23.pdf](https://bankimsardarcollege.in/IOAC/FLD_830_2_IOAC_45579.8955814815SSS_2022-23.pdf)

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

0.14

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

#### 3.1.2.1 - Number of teachers recognized as research guides

0

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

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

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

2

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The College has organised a programme in collaboration with Sphere Edge Enterprise to spread awareness about Vetiver Grass Cultivation and is in the process of entering into a MoU with them to develop an incubation centre for the same.

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

**3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**

**3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year**

1

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year**

**3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

0

File Description	Documents
URL to the research page on HEI website	<b>Nil</b>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

8

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

21

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

**We encourage our students to become socially aware, committed and responsible citizens.**

1.The college has a campus clean and green programme round the year wherein the Students, teachers and staff clean the college campus and the neighbourhood to inculcate the belief that cleanliness is next to Godliness.

2.Students participate in briksharopan, briksha sumari and briksha sanrakhan. This programme teaches the students to 'embrace our surroundings and holding on the trees' and also to inculcate the habit of 'working together'.

3.Celebration of Bandhan dibash by tying rakhis, distributing sweets and taking the oath to live in concord and unity

4.Celebration of Swadhinta dibash, swatantrata dibash and Sourya dibash through neighbourhood relationship programmes.

5.The NCC cadets participate in different programmes in collaboration with West Beacon scout

6.Interactive session about human trafficking in collaboration with Canning Police station

7. Celebration of Yoga day.

8.Participation in traffic and crowd control duties during Durga Puja and Gangasagar mela.

9.Participation in Safe Drive Save life campaigns.

10.Campaigns for removing weeds 'jungal safai' after the rainy season to prevent the spread of diseases like malaria, dengue etc.

11. Programmes on disaster awareness and disaster preparedness in collaboration with Frasergunj Fisherman's Association

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

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

### 3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

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

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

6

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

### 3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

#### 3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

260

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

6

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

#### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>



## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

1.The College has 16 fully functional classrooms for the Arts and Commerce section

2.The science (Botany, Chemistry, Physics and Zoology) and Geography departments have separate classroom spaces and well-equipped laboratories.

3.The College has one air-conditioned seminar hall equipped with modern sound and projection facility and one science seminar room with a short-throw projector and sensor.

4.The college has set up a Computer centre with 32 terminals.

5.The IQAC room has 11 terminals with high-speed internet connection for the use of faculty and students

6.The college is situated in a locality where uninterrupted power supply and voltage drops pose to be a recurring problem. At present, the College is equipped with two separate transformers (to prevent voltage fluctuations), a 40 KVA Kirloskar generator, online UPS and 'Solar Panels' to ensure continuous electric supply.

7.The College authority is on its way to replace the age-old lighting system with LED lighting systems. At present almost 40% of the replacement is complete.

8. College can boast of very high-speed internet connection.

9.The College office has been modernized and is fully computerised.

10.The library has been shifted to the new RUSA building

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

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

The college has adequate space and facilities for games and sports under the able leadership of Physical Education department of the college. It has the facilities for 8 outdoor games and 1 indoor games in its sprawling campus There are two playgrounds in the college -

1.measuring 110mts X 90 mts is used for Football, Cricket and Track events and

2.field measuring 76mts X 35mts is used for Kho Kho, Kabaddi, Volley ball.

Two gymnasiums (one for boys and one for girls) measuring 6.90mts X 5.30 mts for boys and 7mts X 6mts for girls, comprising of the following: a) Jogging Machine (2 pc.) b) Cycle Argo meter (2 pc.) c) Rowing Machine (2 pc.) d) Stepper (2 pc.) e) Treadmill (2 pc.) f) Multi Gym The college hosts NCC Camp and used the college infrastructure. The College Participated District Sports with all semester students at Mahestala and the event was Athletics, Khoko, Football.

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

### 6.3

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

## 4.2 - Library as a Learning Resource

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

The Central library has shifted from the old library building to New RUSA Building, ground floor (North Side) in the year of 2018 and again shifted the Central Library stack room from the Northan side to Southern side with an area of 2500 square ft and a spacious reading room of this building. The reading room has seating capacity for 48 undergraduate students and 18 teachers with a collection of 21434 text-books, reference books and 1870 journals. The reading room is well-furnished. Teachers have separate reading area and provides conducive environment for study. Attendance record register is maintained for all students and faculty members. The vision of this reading room is therefore to encourage the students to read books -books of general interest, encyclopaedias, reference books and also other books. Name of the ILMS software: KOHA(open Source library

system) Nature of Automation: Partially Version: 3.22.10 Year of automation: 2018

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

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** C. Any 2 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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

37

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

### 4.3 - IT Infrastructure

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

The college updates its IT facilities including Wi-Fi to meet the requirements of the students and faculty.

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

### 4.3.2 - Number of Computers

89

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

### 4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

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

### 4.4 - Maintenance of Campus Infrastructure

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

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

13.96

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

1. Civil renovation of the old college building

2. Renovation and upgradation of the class-rooms

3. Regular maintenance of laboratory equipment and projectors

4. Regular maintenance of gas plant, generator, photocopiers, AC machines etc

5. Proper maintenance of asset registers for all pieces of equipment by the office and the respective

laboratory-based departments.

6. The Computer Centre, Language lab, Library all have clear rules for the users to follow.

7. The Chemistry laboratory follows a strict safety guide.

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

#### STUDENT SUPPORT AND PROGRESSION

## 5.1 - Student Support

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

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

1335

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

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

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

0

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

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

**A. All of the above**

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

280

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

280

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

**A. All of the above**



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

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

12

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

39

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

government examinations)

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

1

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

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

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

1

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

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

**All state-aided colleges in West Bengal are required to have a Students' Council comprising more than 50 class representatives**

across all classes and levels. During April 2017, the Govt of West Bengal has passed a new legislation which has clearly stated that the colleges will be having their own respective students' councils but has not issued any administrative instructions to any college of the state to form such council as of date. Hence the college is having no students' council. However, the college encourages the students participation in the organization of students' seminar, poster competition, mock parliament, cultural competition etc. student centric programmes to bring out their leadership roles.

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

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

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

8

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

## 5.4 - Alumni Engagement

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

There is no registered Alumni Association in the college so far.

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

#### 5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

The core value of the institution is Vidya Vimuktaye which means Emancipation from darkness and bondages of all kinds. From its core value, the institution builds its vision statement

1.Enlightenment - students to obtain the lights of higher education

2.Empowerment - students to find the power to cope up with work and life

3.Enrichment - students to acquire qualities that enrich society

The governance of the institution builds the roadmap and builds the process by deciding the long term goals or the perspective plans and the short term goals & objectives which culminates into the long term goals.

The three-tier governance in the institution during the last academic year has dealt with major issues like reaccreditation of the college by the NAAC (December 2022) and initiation and sustenance of quality initiatives in search of excellence in the rural hinterland of the Sunderbans.

The management of the institution is conscious of the inter-temporal needs of the learners and emphasises to expand the

domain of the add-on curriculum every year which has generated significant enthusiasm among the students of this geographically disadvantaged location.

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

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

The management of the affairs of the college involves top down decentralization of policies adopted at the apex and garner top up participatory support from the teachers and the staff in almost all aspects of governance. The institution has three levels of governance

1. At the apex level- the Governing Body- as the policy-making authority meets at regular intervals and resolves policies on Enlightenment, Empowerment, Enrichment and which give directions to the college

2. At the execution level - the Principal - as the Head of the Institution remains responsible for day to day administration on Enlightenment, Empowerment, Enrichment and executes the policies adopted by the Governing Body and other statutory authorities including the university, the government and the UGC

3. At the functional level - the several committees and sub-committees, the IQAC and the Council of Teachers assist the Principal in executing the academic, financial and other auxiliary functions of the college on Enlightenment, Empowerment, and Enrichment.

Two illustrations where the participatory nature is reflected are -

1. Reaccreditation by NAAC during December 2022
2. Introduction of different Job-oriented training Programs

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

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC formulates the institutional strategic plan at the beginning of the academic year for quality enhancement through various events, infrastructural development and other initiatives. A review is made at the end of the year to evaluate the extent to which the plan has been realized.

The following perspective plans were realized during the year:

1. NAAC 3rd Cycle reaccreditation
2. Introduction of several skill -oriented courses
3. Publication of book on Academia-Industry interphase
4. Re-orienting students through mentoring and bringing them back to college after the pandemic period.

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

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

This College is a small organisation thus enabling the head of the institution or the executive head to keep in touch with all the stakeholders at the personal level, However, to evolve a more democratic and participatory function the institution comes up with a given organisational setup as shown in the Organogram.

The functions of each of the statutory bodies are generally in conformity with the existing procedures and norms of other colleges and the University and they are subject to changes as

stipulated and instructed by the Government and/or the University.

Being a state aided institution the service rules of all employees are determined by the Government of West Bengal.

The College has an anti-ragging committee as per norms and an internal complaint cell.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The college is a Government Aided College and thus welfare schemes are mainly provided by the state government. The College runs a Staff Cooperative Credit Society, registered under the Cooperative Society Act, to cater to the financial needs of the staff of the college by giving advance amounting to a maximum of Rs. 60000/- at a moderate rate of interest. The dividend is distributed annually based on their share and loan interest.

Group Insurance Policy for substantive teaching & non-teaching staff of the college is a regular practice promoted by the college even though there is no stipulation for the same from any authoritative or regulatory body. The college provides festival bonuses annually to the management appointee teaching & non-teaching staff.

The college also provides the facility, to all non-teaching staff of the college, of drawing a 'Puja advance' from the college coffer every year. It is subsequently adjusted from their salary in 10 equal instalments.

The college also provides 'advance salary' to new faculty members during the period they do not receive salary from the state government prior to their pay fixations which is subsequently adjusted from their arrear salary.

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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



0

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

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

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

6

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

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

#### 1. Performance appraisal of teachers

The teachers are required to submit monthly course completion reports in terms of the modular curriculum plan designed before the commencement of the semesters. The principal makes one-to-one communication with the teachers about their performance every month. The Teacher's maintains a diary of classes taken in accordance to classes allotted, academic administrative work, administrative work, in terms of number of minutes spent in a day. The performance of each teacher is also evaluated in terms of their research work, publications, performances in seminars & conferences and extension activities which are maintained by the IQAC. Performances of teachers are also made by way of obtaining closeddoor feedback of students about the teaching of teachers. The college conducts a 360-degree performance appraisal method for performance appraisal of teachers which is a documented integration of self-appraisal by teachers (1st quadrant)

## 2. Performance appraisal of staff .

The college prepares an administrative calendar wherein monthly works are allocated for each staff. Principal monitors the status of the work audit calendar.

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

## 6.4 - Financial Management and Resource Mobilization

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

The mechanism for external audit is as follows Objective - To provide an assessment of the accuracy and reliability of the financial statements made by the college accountant and the steps followed are as follows Step-1: The accountant-in-charge prepares books of accounts under the tutelage of the finance committee convener and the bursar Step-2: The book of accounts so prepared are audited by statutory auditors (appointed by the state government) Step-3: The statutory auditors thereafter prepare and submit an audit report with audit observations Step-4: The Governing Body takes the said report into consideration and the same is then communicated to the

Government of West Bengal Step-5: The Governing Body also takes into consideration the Auditor's notes or objections (if any) and complies with the same. The scope and mechanism for internal audit in the college isto design the internal control process to provide reasonable assurance regarding the achievement of

- 1.Effective and efficient operations
- 2.Reliability and integrity of financial and informational reporting
- 3.Compliance with applicable laws and regulations
- 4.Safeguarding of assets
- 5.Detection of fraud
- 6.To ensure efficient use of existing resources
- 7.Evaluation of risks

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

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

In order to maintain effective and efficient use of available resources of the college, the institutional mechanism runs as follows -

1.In every Governing Body meeting, the convener of the Finance Sub Committee submits a Finance Report .

2.The statutory audit process in the college is regularly done

and the observations of the statutory auditors are complied with.

3.The college has an internal audit mechanism that monitors the financial transactions in the college.

4.The Bursar of the college adheres to strict expenditure discipline and conforms to the purchase procedures as set by the internal auditors.

5.The convener of the Finance Sub Committee makes efficient fixed deposit plans with an eye to strike balance between profitability.

6. Financial receipts are made through banks while most payments are made through account payee cheques.

7.Funds obtained from UGC and other funding agencies (for specific purposes) are maintained in separate bank accounts and utilized in accordance with central/state finance rules through PFMS. 8.Funds obtained from the State Government for payment of salary to employees is done through HRMS

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

## 6.5 - Internal Quality Assurance System

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

### 1. Enhance Employability through Skill Development Programs:

**Youth Employment Training Programme by Tata Consultancy Services (TCS):** To conduct a comprehensive employment training program for students.

**Skill Development Training for Female Students by Mahindra & Mahindra:** To empower female students by providing targeted skill development training that enhances their employability and entrepreneurial capabilities.

### 2. Improve Academic Quality and Accreditation Status:

**NAAC Accreditation Preparation and Workshops:** Plan and execute mentoring and workshops to improve the college's preparedness for NAAC accreditation, with the goal of achieving a higher accreditation grade.

### 3. Student Engagement through Co-Curricular Activities:

**Student Week Celebrations:** Organize a series of events to promote student welfare, creativity, and critical thinking through contests and seminars on social issues, photography, letter writing, and more.

### 4. Build Academic Partnerships and Collaborations:

**Memorandums of Understanding (MOUs) with Partner Institutions:** Establish MOUs with Vidyanagar College and Gurudas College to promote collaborative academic programs, research, and skill development initiatives.

### 5. Raise Awareness on Disaster Preparedness:

**Disaster Preparedness Programmes:** Conduct people's awareness programs focusing on disaster preparedness in vulnerable areas such as Namkhana and Gosaba, with active participation from students and teach

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC meets at regular intervals. The proceedings of the meetings remain minuted in the IQAC book (website). Every year in the month of May, IQAC meets to review the experience of teaching-learning during the previous year, considers changes in curriculum as suggested by the university and makes plans to enhance the efficacy of admission, enrolment, catering to diverse needs, methods of teaching, routine and continuous internal assessment.

During the month of November/December, the IQAC meets to review students' attendance, teachers' attendance, performance in internal assessment, tutorial and other related areas. In the month of April, IQAC meets and discusses the feedback obtained from students and/or other stakeholders for bringing in changes in curriculum and pedagogy.

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

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

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

The college has been dedicatedly doing its best to empower, enlighten and enrich the people of Sundarbans. Being socially

backward, the rural people of these areas generally prefer to have male child. People of these areas do not encourage the girl child to complete higher education, nor even enroll for it. As a core value of 'Vidya Vimuktaye', the college has been looking to bring out the people from the darkness of illiteracy by spreading the basic values of education. As a result of which, the female enrollment in the college has noticeably gone up from around 34% in 2013-14 to above 50% in 2022-23. By means of the mentor- mentee relationship, The College has been making a continuous effort to create awareness on human trafficking among the students of the College and local community. Mahindra Pride classes have been started to empower our girl students.

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

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

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The College is situated in a lush green environment of 30 acres including 5 water bodies with unique biodiversity. In other words, the campus is Eco-friendly and green. The problems of waste management are not that acute. However, the college appreciates the necessity in the greater interest of sustainable

development and for that matter, several steps have been taken to make the campus eco friendly.

1.It holds on to the regular practice of separating waste in the form of non-biodegradable solid waste and biodegradable solid waste

2.The wastewater generated from the laboratories of the college is channelled through a layered filter bed. The purified water is then allowed to percolate into the ground.

3.The rainwater collected from the rooftops is channelled through a de-mineralised water plant and used for qualitative analysis in the Chemistry laboratory.

4.At present, the college does not have much e-waste. Whatever e-waste and unusable computer peripherals are stored in the E-borjjosthan on the rooftop of the annex building for future disposal/auction to authorised companies.

5.The college does not have much hazardous chemical, radioactive waste, biomedical waste etc and management of these materials are not in question

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

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>



**7.1.5 - Green campus initiatives include**

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

**A. Any 4 or All of the above**

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**E. None of the above**

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

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment**

**B. Any 3 of the above**

with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

**5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The college is situated in a location inhabited by the person who belongs to predominantly SC and OBC families. Quite a significant portion of the families are belonging to the Muslim minority communities.

The institute recognises its role in initiating and sustaining efforts and moves towards the promotion of an inclusive environment

1.The NCC wing of the college, the teachers and the Head of the Institution "walk-in" to the adjoining villages on the days of Independence Day and Republic Day and establish neighbourhood relations with inhabitants of the region.

2..The IQAC observes Bandhan Dibash on the day of Rakhi Bandhan (during Aug) and Sampriti Dibash on the day Swami Vivekananda delivered his famous Chicago Address (during Sept). The objectives behind observing these two days are to inculcate the

values of tolerance, communal harmony, secularism and national integration. Bandhan Dibash is also celebrated as Anti-Ragging Day.

The definite outcome of all these efforts gets reflected in the peaceful and harmonious living of the people in this region.

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

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

IQAC, NCC and NSS jointly observed Independence Day, Republic Day and Birth Anniversary of Netaji Subhas Chandra Bose. These occasions involve the presence of majority of the students, although this year the attendance was not that high because of covid. After the flag-hoisting, students, teachers and staff visited the nearby villages and schools for developing as well as strengthening relationship with the neighborhood communities. Through these programmes and employees were explained about their duties to the society and people. Various departments organized webinars and chose several papers from curriculum that emphasized the necessity of values and duties of citizens. Over the year, several cultural programmes were organized through which the responsibilities of students as citizens, their duties were explained. The students of the Political Science Department visited the legislative assembly to better understand the working of the legislature and our constitutional responsibilities.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

**B. Any 3 of the above**

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

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

Every year the institute observes the birthday of

- 1.Swami Vivekananda as the Yuva Dibash
- 2.Netaji Subhas Chandra Bose as the Sourya Dibash
- 3.Rabindranth Tagore as the Kabi Pranam Dibash
- 4.Sarvapalli Radhakrishnan as the Sikkshak Dibash
- 5.Mahatma Gandhi as the Swachata Dibash

The institute also observes every year Nari Dibash on the day of the International Women's Day and Bandhan Dibash on the day of Raksha Bandhan. In addition, the IQAC organises several students centric events like Essay Competition and Dance Competition on National Integration. The NCC organises International Yoga day

**and Swachhata Pakhwada**

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

**7.2 - Best Practices**

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

**Best Practice-1****Title:**

Training and Industry Connect for Employment and Skill Development

**Objective:**

To prepare students for their professional careers, develop their skills, and create employment opportunities. Additionally, to empower female students through special training programs.

**Context:**

Students' employability

**Practice:**

Since June 2022, the "Youth Employment Training Program" has been conducted by TCS under their CSR initiative. So far, three training programs have been held.

Since September 2023, Mahindra has been providing a training program exclusively for female students under their CSR initiative. So far, three such programs have been completed.

**Evidence of Success:**

11 students have been employed through this programme

## Best Practice-2

### Best Practice Title:

In Pursuit of Making Quality the Defining Element of Higher Education - In the Home and in the World

### Objective:

To mentor colleges in achieving assessment and accreditation, enhancing their quality standards in higher education.

### Context:

The college has taken a proactive role in sharing its experience and knowledge with other institutions, acting as a mentor to help them prepare for their own assessments and accreditations.

### Achievements:

The outreach and guidance provided by the college have been instrumental in encouraging institutions across the state to pursue quality enhancement and NAAC accreditation.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

## 7.3 - Institutional Distinctiveness

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

Bankim Sardar College stands out for its dedication to providing quality education in the remote Sundarbans, - primarily serving Scheduled Castes, Scheduled Tribes, and Other Backward Classes.

Many students are first-generation higher education learners from socially and economically disadvantaged backgrounds.

The college offers a peaceful, unrest-free environment, ensuring a safe and supportive space for female students, making it a trusted institution for parents.

A key feature of the college is its integration of Indian Knowledge Systems (IKS), in line with NEP-2020, fostering a balance between traditional wisdom and modern education.

The college's NAAC A Grade accreditation reflects its consistent high academic standards, offering a holistic educational experience.

Skill development and employability are prioritized, with programs like the TCS Youth Employment Programme providing students with essential digital and workplace skills.

Community engagement through NCC and NSS activities fosters disaster preparedness, healthcare awareness, and environmental sustainability, promoting social responsibility.

Through scholarships, mentorship, and attendance-based rewards, the college ensures inclusivity, reduces dropout rates, and enhances student participation, all while maintaining a peaceful and secure environment.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The institution being an affiliated college of University of Calcutta, delivers the curriculum as per guidelines of the University. For effective curriculum delivery the college emphasises on

1. Regular attendance.
2. An academic calendar is prepared at the beginning of the year with details of commencement of classes, examinations, students' seminar, special lectures etc.
3. Online classes are held during vacations through Google meet platform.
4. The syllabus is distributed among the departmental teachers and classes allotted as per the routine are displayed in college website and in college notice board.
5. Regular departmental meetings are also held to discuss the completion of the syllabus
6. The institution conducts internal assessments as a mark of the most effective step towards curriculum delivery.
7. Pen-Tab, YouTube are extensively used during work from home.
8. Special online lectures are arranged occasionally.
9. Teachers follow the practice of mentoring with the students 24 X 7 through whatsapp groups.

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



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

In addition to the terminal evaluation processes of the Calcutta University, the system of Continuous Internal Evaluation (CIE) for CC, SEC, DSE, GE and AECC is conducted as per academic calendar and requirements of Calcutta University to monitor academic progress, increase the level of confidence among students while preparing them for formal academic evaluation at the University level and also to understand and address the needs of less meritorious students. On the basis of class response and performance in class tests slow learners are identified and remedial classes are arranged for them. During the end of the semester, the teachers upload the attendance and marks scored in the university portal within the stipulated deadlines as set by the university. In addition to that the various ways in which CIE is operative in the college which include

- Class tests and tutorials
- Home Assignments
- Syllabus- oriented Term papers and Project preparation
- Syllabus-related paper presentations
- Group discussions
- Compulsory field work for students of Botany, Geography and Zoology
- Report writing based on educational excursions in departments like History, Philosophy
- Conducting mock interviews, Quizzes and viva voce examinations

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

### 1.1.3 - Teachers of the Institution

C. Any 2 of the above

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

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

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

15

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

6

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

253

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

### 1.3 - Curriculum Enrichment

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

As the college is an affiliate of the university, the college itself does not have much scope and opportunity to develop and design its curriculum. It follows the curriculum suggested by the university. However, the university in recent times has introduced the Choice Based Credit System in which Skill Enhancement Courses (SEC) and Discipline Specific Electives (DSE) are incorporated to supplement the basic Core Courses. In these SECs and DSEs there are several cross cutting issues which are relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability The Departments like Philosophy, Political Science, English, Geography, Education, History, Economics, Chemistry, Physics, Botany and Zoology integrate several crosscutting issues into their curriculum which covers Indian and Western Ethics, Business Ethics, Business Ethics, Women's Education, Women's Writing, Eco Feminism, Gender and Society, Gender & Women, Human Rights and Theory, Human Rights in a comparative perspective, Environmental Geography, Man and Environment, Sustainable Development , Environment issues in History, Sustainable Development, Green Chemistry and Natural Products, Plant Geography, Ecology and Evolution, Environment

**Conservation and Sustainability and Renewable Energy Sources**

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

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

123

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

1648

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

1.4 - Feedback System	
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>A. All of the above</b>
File Description	Documents
URL for stakeholder feedback report	<a href="https://bankimsardarcollege.in/IOAC/FLD_796_2_IOAC_45579.06747418981.4.2.pdf">https://bankimsardarcollege.in/IOAC/FLD_796_2_IOAC_45579.06747418981.4.2.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
URL for feedback report	<a href="https://bankimsardarcollege.in/IOAC/FLD_796_2_IOAC_45579.06747418981.4.2.pdf">https://bankimsardarcollege.in/IOAC/FLD_796_2_IOAC_45579.06747418981.4.2.pdf</a>
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
<b>849</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

273

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 2.2 - Catering to Student Diversity

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

The distinctiveness of this institution is that the college is helping the students to reflect and realise their potential. The teachers are identified with the necessity of appreciating the learning levels of the students and it follows certain innovative ways of assessing them. Each department conducts regular continuous internal assessments on the portion of the syllabus completed. The teachers give home assignments and departmental quizzes are arranged regularly. In this process the learning levels of the students get assessed. Programs for Slow Learners: Remedial Teaching is arranged to redress the deficiencies of the slow learners Programs for Advanced Learners: Peer Teaching is arranged where advanced learners are encouraged to help their classmates

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

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

Number of Students	Number of Teachers
2040	53

File Description	Documents
Any additional information	No File Uploaded

### 2.3 - Teaching- Learning Process

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

Teachers in this institute believe that education should address the distinct learning needs, interests, and aspirations of individual students. To accomplish this goal, teachers engage the students in a wide variety of methods - from modifying assignments and instructional strategies in the classroom to entirely redesigning the ways in which students are grouped and taught. Learning through experience Practical classes -students in the departments of Geography, Physics, Chemistry, Botany and Zoology remains engaged in experimental learning during their practical classes. Virtual Study tour/ Field tour - Departments like History arranged virtual museum tours using ICT tools. Problem solving Assignments - Students are given assignments on different types of problems on topics covered in class. Participative Learning Students' Quiz - Departments organise quiz events where students form groups within themselves and design questions on their curriculum and contest to be the winners. Peer-Teaching - The advanced learners are encouraged to help their classmates and also to take classes under the guidance of subject teachers. The students of the Political Science Department visited the legislative assembly to better understand the working of the legislature

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

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

Teachers make use of different ICT enabled techniques to make

the lectures more interesting. They regularly make use of Power point presentations, web/online based teaching. Teachers also make use of smart boards. To facilitate the ICT enabled teaching, the entire college has Wi-Fi and high speed internet connection and is also connected through LAN. The institution has a learning management system where teachers upload study materials, question banks and Power-point presentations for the use of students. Most of the departments have WhatsApp groups through which teachers regularly mentor the students. Students feel free to clarify any doubts they have even outside college hours. Online classes are taken through Google Meet platform during vacations.

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

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

#### 2.3.3.1 - Number of mentors

53

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

### 2.4 - Teacher Profile and Quality

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

53



File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

19

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

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

##### 2.4.3.1 - Total experience of full-time teachers

637.25

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

#### 2.5 - Evaluation Process and Reforms

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

**Mechanism of the internal assessment**

1.The dates of internal assessment are pre-scheduled and such dates are published in the academic

calendar

2.The Academic Calendar is given in the college prospectus and also on the college website

3.The college has a three-member Examination Sub-committee which remains in charge of

- Getting the question papers from each teacher through cbcsban@gmail.com
- Conducting the exams on the pre-scheduled dates
- Getting the answer scripts evaluated by the concerned teachers
- Obtaining hard copy and soft copy of the mark sheets

4.The evaluated answer scripts are shown to the students so that they can be aware of their mistakes. The teachers take care to explain their mistakes and the doubts if any.

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

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

Teachers as mentors redress the grievances of the students, if any, at the departmental level. The subject teachers discuss the correct answers with the students in the subsequent classes.

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

**2.6 - Student Performance and Learning Outcomes**

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students

Course Outcomes are prepared by teachers and the same are circulated among the students at the beginning of their course. Programme and Course Outcomes are also uploaded in the College website

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.bankimsardarcollege.org/file/pso-co">https://www.bankimsardarcollege.org/file/pso-co</a>
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

Attainment of Programme outcomes and course outcomes are evaluated through a 4 component system. A student is judged on the basis of

1. Teachers' Assessment Score (TAS) --- through Continuous internal assessment and class performance
2. Students' Feedback Score (SFS) -----from feedback received from the student
3. University Assessment Score (UAS) ----- Marks attained at University examination
4. Progression Score ---- Whether student has progressed to higher education or for job

The total score calculated from these 4 components are used to evaluate Programme outcomes and course outcomes.

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

### 2.6.3 - Pass percentage of Students during the year

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

368

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

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

[https://bankimsardarcollege.in/IOAC/FLD\\_830\\_2\\_IOAC\\_45579.8955\\_814815SSS\\_2022-23.pdf](https://bankimsardarcollege.in/IOAC/FLD_830_2_IOAC_45579.8955_814815SSS_2022-23.pdf)

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

0.14

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

#### 3.1.2.1 - Number of teachers recognized as research guides

0

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

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

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

2

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The College has organised a programme in collaboration with Sphere Edge Enterprise to spread awareness about Vetiver Grass Cultivation and is in the process of entering into a MoU with them to develop an incubation centre for the same.

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

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

#### 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

1

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC

**website during the year****3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

8

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

**3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year****3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

21

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.4 - Extension Activities**

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

We encourage our students to become socially aware, committed and responsible citizens.

1.The college has a campus clean and green programme round the year wherein the Students, teachers and staff clean the college campus and the neighbourhood to inculcate the belief that cleanliness is next to Godliness.

2.Students participate in briksharopan, briksha sumari and briksha sanrakhan. This programme teaches the students to 'embrace our surroundings and holding on the trees' and also to inculcate the habit of 'working together'.

3.Celebration of Bandhan dibash by tying rakhis, distributing sweets and taking the oath to live in concord and unity

4.Celebration of Swadhinta dibash, swatantrata dibash and Sourya dibash through neighbourhood relationship programmes.

5.The NCC cadets participate in different programmes in collaboration with West Beacon scout

6.Interactive session about human trafficking in collaboration with Canning Police station

7. Celebration of Yoga day.

8.Participation in traffic and crowd control duties during Durga Puja and Gangasagar mela.

9.Participation in Safe Drive Save life campaigns.

10.Campaigns for removing weeds 'jungal safai' after the rainy season to prevent the spread of diseases like malaria, dengue etc.

11. Programmes on disaster awareness and disaster preparedness in collaboration with Frasergunj Fisherman's Association

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

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

**3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

0



File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

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

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

6

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

260

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

6

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

#### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

1.The College has 16 fully functional classrooms for the Arts and Commerce section

2.The science (Botany, Chemistry, Physics and Zoology) and Geography departments have separate classroom spaces and well-equipped laboratories.

3.The College has one air-conditioned seminar hall equipped with modern sound and projection facility and one science seminar room with a short-throw projector and sensor.

4.The college has set up a Computer centre with 32 terminals.

5.The IQAC room has 11 terminals with high-speed internet connection for the use of faculty and students

6.The college is situated in a locality where uninterrupted power supply and voltage drops pose to be a recurring problem. At present, the College is equipped with two separate transformers (to prevent voltage fluctuations), a 40 KVA Kirloskar generator, online UPS and 'Solar Panels' to ensure

continuous electric supply.

7.The College authority is on its way to replace the age-old lighting system with LED lighting systems. At present almost 40% of the replacement is complete.

8. College can boast of very high-speed internet connection.

9.The College office has been modernized and is fully computerised.

10.The library has been shifted to the new RUSA building

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

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

The college has adequate space and facilities for games and sports under the able leadership of Physical Education department of the college. It has the facilities for 8 outdoor games and 1 indoor games in its sprawling campus There are two playgrounds in the college -

1.measuring 110mts X 90 mts is used for Football, Cricket and Track events and

2.field measuring 76mts X 35mts is used for Kho Kho, Kabaddi, Volley ball.

Two gymnasiums (one for boys and one for girls) measuring 6.90mts X 5.30 mts for boys and 7mts X 6mts for girls, comprising of the following: a) Jogging Machine (2 pc.) b) Cycle Argo meter (2 pc.) c) Rowing Machine (2 pc.) d) Stepper (2 pc.) e) Treadmill (2 pc.) f) Multi Gym The college hosts NCC Camp and used the college infrastructure. The College Participated District Sports with all semester students at Mahestala and the event was Athletics, Khoko, Football.

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

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as**

**smart class, LMS, etc.**

9

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

6.3

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

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The Central library has shifted from the old library building to New RUSA Building, ground floor (North Side) in the year of 2018 and again shifted the Central Library stack room from the Northan side to Southern side with an area of 2500 square ft and a spacious reading room of this building. The reading room has seating capacity for 48 undergraduate students and 18 teachers with a collection of 21434 text-books, reference books and 1870 journals. The reading room is well-furnished. Teachers have separate reading area and provides conducive environment for study. Attendance record register is

maintained for all students and faculty members. The vision of this reading room is therefore to encourage the students to read books -books of general interest, encyclopaedias, reference books and also other books. Name of the ILMS software: KOHA(open source library system) Nature of Automation: Partially Version: 3.22.10 Year of automation: 2018

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

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

C. Any 2 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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

37

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

#### 4.3 - IT Infrastructure

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

The college updates its IT facilities including Wi-Fi to meet the requirements of the students and faculty.

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

##### 4.3.2 - Number of Computers

89

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

<b>4.3.3 - Bandwidth of internet connection in the Institution</b>	<b>A. ? 50MBPS</b>
<b>File Description</b>	<b>Documents</b>
Upload any additional Information	<b>No File Uploaded</b>
Details of available bandwidth of internet connection in the Institution	<b>No File Uploaded</b>
<b>4.4 - Maintenance of Campus Infrastructure</b>	
<b>4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)</b>	
<b>4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)</b>	
<b>13.96</b>	
<b>File Description</b>	<b>Documents</b>
Upload any additional information	<b>No File Uploaded</b>
Audited statements of accounts	<b>No File Uploaded</b>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>
4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	
<b>1. Civil renovation of the old college building</b> <b>2. Renovation and upgradation of the class-rooms</b> <b>3. Regular maintenance of laboratory equipment and projectors</b> <b>4. Regular maintenance of gas plant, generator, photocopiers, AC machines etc</b>	



5. Proper maintenance of asset registers for all pieces of equipment by the office and the respective

laboratory-based departments.

6. The Computer Centre, Language lab, Library all have clear rules for the users to follow.

7. The Chemistry laboratory follows a strict safety guide.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

1335

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

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

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

0	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>A. All of the above</b>
File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
280	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
280	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

<p><b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b></p>	<p><b>A. All of the above</b></p>								
<table border="1"> <thead> <tr> <th data-bbox="97 651 512 712">File Description</th> <th data-bbox="512 651 1358 712">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="97 712 512 931">Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee</td> <td data-bbox="512 712 1358 931" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="97 931 512 1032">Upload any additional information</td> <td data-bbox="512 931 1358 1032" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="97 1032 512 1167">Details of student grievances including sexual harassment and ragging cases</td> <td data-bbox="512 1032 1358 1167" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded	Upload any additional information	No File Uploaded	Details of student grievances including sexual harassment and ragging cases	No File Uploaded	
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Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded								
Upload any additional information	No File Uploaded								
Details of student grievances including sexual harassment and ragging cases	No File Uploaded								
<p><b>5.2 - Student Progression</b></p>									
<p><b>5.2.1 - Number of placement of outgoing students during the year</b></p>									
<p><b>5.2.1.1 - Number of outgoing students placed during the year</b></p>									
<p><b>12</b></p>									
<table border="1"> <thead> <tr> <th data-bbox="97 1469 512 1529">File Description</th> <th data-bbox="512 1469 1358 1529">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="97 1529 512 1641">Self-attested list of students placed</td> <td data-bbox="512 1529 1358 1641" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="97 1641 512 1742">Upload any additional information</td> <td data-bbox="512 1641 1358 1742" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="97 1742 512 1883">Details of student placement during the year (Data Template)</td> <td data-bbox="512 1742 1358 1883" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Self-attested list of students placed	No File Uploaded	Upload any additional information	<a href="#">View File</a>	Details of student placement during the year (Data Template)	<a href="#">View File</a>	
File Description	Documents								
Self-attested list of students placed	No File Uploaded								
Upload any additional information	<a href="#">View File</a>								
Details of student placement during the year (Data Template)	<a href="#">View File</a>								
<p><b>5.2.2 - Number of students progressing to higher education during the year</b></p>									
<p><b>5.2.2.1 - Number of outgoing student progression to higher education</b></p>									

39

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

1

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

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

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

1

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

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

All state-aided colleges in West Bengal are required to have a Students' Council comprising more than 50 class representatives across all classes and levels. During April 2017, the Govt of West Bengal has passed a new legislation which has clearly stated that the colleges will be having their own respective students' councils but has not issued any administrative instructions to any college of the state to form such council as of date. Hence the college is having no students' council. However, the college encourages the students participation in the organization of students' seminar, poster competition, mock parliament, cultural competition etc. student centric programmes to bring out their leadership roles.

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

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

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

8

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

#### 5.4 - Alumni Engagement

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

**There is no registered Alumni Association in the college so far.**

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

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

**E. <1Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

**The core value of the institution is Vidya Vimuktaye which means Emancipation from darkness and bondages of all kinds. From its core value, the institution builds its vision statement**

1.Enlightenment - students to obtain the lights of higher education

2.Empowerment - students to find the power to cope up with work and life

3.Enrichment - students to acquire qualities that enrich society

The governance of the institution builds the roadmap and builds the process by deciding the long term goals or the perspective plans and the short term goals & objectives which culminates into the long term goals.

The three-tier governance in the institution during the last academic year has dealt with major issues like reaccreditation of the college by the NAAC (December 2022) and initiation and sustenance of quality initiatives in search of excellence in the rural hinterland of the Sunderbans.

The management of the institution is conscious of the inter-temporal needs of the learners and emphasises to expand the domain of the add-on curriculum every year which has generated significant enthusiasm among the students of this geographically disadvantaged location.

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

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

The management of the affairs of the college involves top down decentralization of policies adopted at the apex and garner top up participatory support from the teachers and the staff in almost all aspects of governance. The institution has three levels of governance

1.At the apex level- the Governing Body- as the policy-making authority meets at regular intervals and resolves policies on Enlightenment, Empowerment, Enrichment and which give

directions to the college

2. At the execution level - the Principal - as the Head of the Institution remains responsible for day to day administration on Enlightenment, Empowerment, Enrichment and executes the policies adopted by the Governing Body and other statutory authorities including the university, the government and the UGC

3. At the functional level - the several committees and sub-committees, the IQAC and the Council of Teachers assist the Principal in executing the academic, financial and other auxiliary functions of the college on Enlightenment, Empowerment, and Enrichment.

Two illustrations where the participatory nature is reflected are -

1. Reaccreditation by NAAC during December 2022
2. Introduction of different Job-oriented training Programs

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC formulates the institutional strategic plan at the beginning of the academic year for quality enhancement through various events, infrastructural development and other initiatives. A review is made at the end of the year to evaluate the extent to which the plan has been realized.

The following perspective plans were realized during the year:

1. NAAC 3rd Cycle reaccreditation
2. Introduction of several skill -oriented courses
3. Publication of book on Academia-Industry interphase



#### 4. Re-orienting students through mentoring and bringing them back to college after the pandemic period.

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

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

This College is a small organisation thus enabling the head of the institution or the executive head to keep in touch with all the stakeholders at the personal level, However, to evolve a more democratic and participatory function the institution comes up with a given organisational setup as shown in the Organogram.

The functions of each of the statutory bodies are generally in conformity with the existing procedures and norms of other colleges and the University and they are subject to changes as stipulated and instructed by the Government and/or the University.

Being a state aided institution the service rules of all employees are determined by the Government of West Bengal.

The College has an anti-ragging committee as per norms and an internal complaint cell.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

**6.2.3 - Implementation of e-governance in**

**A. All of the above**

**areas of operation Administration  
Finance and Accounts Student Admission  
and Support Examination**

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The college is a Government Aided College and thus welfare schemes are mainly provided by the state government. The College runs a Staff Cooperative Credit Society, registered under the Cooperative Society Act, to cater to the financial needs of the staff of the college by giving advance amounting to a maximum of Rs. 60000/- at a moderate rate of interest. The dividend is distributed annually based on their share and loan interest. Group Insurance Policy for substantive teaching & non-teaching staff of the college is a regular practice promoted by the college even though there is no stipulation for the same from any authoritative or regulatory body. The college provides festival bonuses annually to the management appointee teaching & non-teaching staff.

The college also provides the facility, to all non-teaching staff of the college, of drawing a 'Puja advance' from the college coffer every year. It is subsequently adjusted from their salary in 10 equal instalments.

The college also provides 'advance salary' to new faculty members during the period they do not receive salary from the state government prior to their pay fixations which is subsequently adjusted from their arrear salary.

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

0

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

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

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

6

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

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

#### 1. Performance appraisal of teachers

The teachers are required to submit monthly course completion

reports in terms of the modular curriculum plan designed before the commencement of the semesters. •The principal makes one-to-one communication with the teachers about their performance every month. •The Teacher's maintains a diary of classes taken in accordance to classes allotted, academic administrative work, administrative work, in terms of number of minutes spent in a day. •The performance of each teacher is also evaluated in terms of their research work, publications, performances in seminars & conferences and extension activities which are maintained by the IQAC. •Performances of teachers are also made by way of obtaining closeddoor feedback of students about the teaching of teachers. The college conducts a 360-degree performance appraisal method for performance appraisal of teachers which is a documented integration of self-appraisal by teachers (1st quadrant)

## 2. Performance appraisal of staff .

The college prepares an administrative calendar wherein monthly works are allocated for each staff. •Principal monitors the status of the work audit calendar.

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

## 6.4 - Financial Management and Resource Mobilization

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

The mechanism for external audit is as follows Objective - To provide an assessment of the accuracy and reliability of the financial statements made by the college accountant and the steps followed are as follows Step-1: The accountant-in-charge prepares books of accounts under the tutelage of the finance committee convener and the bursar Step-2: The book of accounts so prepared are audited by statutory auditors (appointed by the state government) Step-3: The statutory auditors thereafter prepare and submit an audit report with audit observations Step-4: The Governing Body takes the said report into consideration and the same is then communicated

to the Government of West Bengal Step-5: The Governing Body also takes into consideration the Auditor's notes or objections (if any) and complies with the same. The scope and mechanism for internal audit in the college isto design the internal control process to provide reasonable assurance regarding the achievement of 1.Effective and efficient operations 2.Reliability and integrity of financial and informational reporting 3.Compliance with applicable laws and regulations 4.Safeguarding of assets 5.Detection of fraud 6.To ensure efficient use of existing resources 7.Evaluation of risks

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

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

In order to maintain effective and efficient use of available resources of the college, the institutional mechanism runs as follows -

1.In every Governing Body meeting, the convener of the

Finance Sub Committee submits a Finance Report .

2.The statutory audit process in the college is regularly done and the observations of the statutory auditors are complied with.

3.The college has an internal audit mechanism that monitors the financial transactions in the college.

4.The Bursar of the college adheres to strict expenditure discipline and conforms to the purchase procedures as set by the internal auditors.

5.The convener of the Finance Sub Committee makes efficient fixed deposit plans with an eye to strike balance between profitability.

6. Financial receipts are made through banks while most payments are made through account payee cheques.

7.Funds obtained from UGC and other funding agencies (for specific purposes) are maintained in separate bank accounts and utilized in accordance with central/state finance rules through PFMS. 8.Funds obtained from the State Government for payment of salary to employees is done through HRMS

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

## 6.5 - Internal Quality Assurance System

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

### 1. Enhance Employability through Skill Development Programs:

Youth Employment Training Programme by Tata Consultancy Services (TCS): To conduct a comprehensive employment training program for students.

Skill Development Training for Female Students by Mahindra & Mahindra: To empower female students by providing targeted skill development training that enhances their employability

and entrepreneurial capabilities.

## 2. Improve Academic Quality and Accreditation Status:

**NAAC Accreditation Preparation and Workshops:** Plan and execute mentoring and workshops to improve the college's preparedness for NAAC accreditation, with the goal of achieving a higher accreditation grade.

## 3. Student Engagement through Co-Curricular Activities:

**Student Week Celebrations:** Organize a series of events to promote student welfare, creativity, and critical thinking through contests and seminars on social issues, photography, letter writing, and more.

## 4. Build Academic Partnerships and Collaborations:

**Memorandums of Understanding (MOUs) with Partner Institutions:** Establish MOUs with Vidyanagar College and Gurudas College to promote collaborative academic programs, research, and skill development initiatives.

## 5. Raise Awareness on Disaster Preparedness:

**Disaster Preparedness Programmes:** Conduct people's awareness programs focusing on disaster preparedness in vulnerable areas such as Namkhana and Gosaba, with active participation from students and teach

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC meets at regular intervals. The proceedings of the meetings remain minuted in the IQAC book (website). Every year in the month of May, IQAC meets to review the experience of teaching-learning during the previous year, considers changes in curriculum as suggested by the university and



makes plans to enhance the efficacy of admission, enrolment, catering to diverse needs, methods of teaching, routine and continuous internal assessment.

During the month of November/December, the IQAC meets to review students' attendance, teachers' attendance, performance in internal assessment, tutorial and other related areas. In the month of April, IQAC meets and discusses the feedback obtained from students and/or other stakeholders for bringing in changes in curriculum and pedagogy.

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

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

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 - Institutional Values and Social Responsibilities**

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

The college has been dedicatedly doing its best to empower, enlighten and enrich the people of Sundarbans. Being socially backward, the rural people of these areas generally prefer to have male child. People of these areas do not encourage the girl child to complete higher education, nor even enroll for it. As a core value of 'Vidya Vimuktaye', the college has been looking to bring out the people from the darkness of illiteracy by spreading the basic values of education. As a result of which, the female enrollment in the college has noticeably gone up from around 34% in 2013-14 to above 50% in 2022-23. By means of the mentor- mentee relationship, The College has been making a continuous effort to create awareness on human trafficking among the students of the College and local community. Mahindra Pride classes have been started to empower our girl students.

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

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The College is situated in a lush green environment of 30 acres including 5 water bodies with unique biodiversity. In other words, the campus is Eco-friendly and green. The problems of waste management are not that acute. However, the college appreciates the necessity in the greater interest of sustainable development and for that matter, several steps have been taken to make the campus eco friendly.

1.It holds on to the regular practice of separating waste in the form of non-biodegradable solid waste and biodegradable solid waste

2.The wastewater generated from the laboratories of the college is channelled through a layered filter bed. The purified water is then allowed to percolate into the ground.

3.The rainwater collected from the rooftops is channelled through a de-mineralised water plant and used for qualitative analysis in the Chemistry laboratory.

4.At present, the college does not have much e-waste. Whatever e-waste and unusable computer peripherals are stored in the E-borjjosthan on the rooftop of the annex building for future disposal/auction to authorised companies.

5.The college does not have much hazardous chemical, radioactive waste, biomedical waste etc and management of these materials are not in question

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

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge**

A. Any 4 or all of the above

<b>Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	
File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>	<b>A. Any 4 or All of the above</b>
<ol style="list-style-type: none"> <li><b>1. Restricted entry of automobiles</b></li> <li><b>2. Use of bicycles/ Battery-powered vehicles</b></li> <li><b>3. Pedestrian-friendly pathways</b></li> <li><b>4. Ban on use of plastic</b></li> <li><b>5. Landscaping</b></li> </ol>	
File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<b>No File Uploaded</b>
Any other relevant documents	<b>No File Uploaded</b>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>	<b>E. None of the above</b>

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

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

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

**The college is situated in a location inhabited by the person**

who belongs to predominantly SC and OBC families. Quite a significant portion of the families are belonging to the Muslim minority communities.

The institute recognises its role in initiating and sustaining efforts and moves towards the promotion of an inclusive environment

1.The NCC wing of the college, the teachers and the Head of the Institution "walk-in" to the adjoining villages on the days of Independence Day and Republic Day and establish neighbourhood relations with inhabitants of the region.

2..The IQAC observes Bandhan Dibash on the day of Rakhi Bandhan (during Aug) and Sampriti Dibash on the day Swami Vivekananda delivered his famous Chicago Address (during Sept). The objectives behind observing these two days are to inculcate the values of tolerance, communal harmony, secularism and national integration. Bandhan Dibash is also celebrated as Anti-Ragging Day.

The definite outcome of all these efforts gets reflected in the peaceful and harmonious living of the people in this region.

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

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

IQAC, NCC and NSS jointly observed Independence Day, Republic Day and Birth Anniversary of Netaji Subhas Chandra Bose. These occasions involve the presence of majority of the students, although this year the attendance was not that high because of covid. After the flag-hoisting, students, teachers and staff visited the nearby villages and schools for developing as well as strengthening relationship with the neighborhood communities. Through these programmes and employees were explained about their duties to the society

and people. Various departments organized webinars and chose several papers from curriculum that emphasized the necessity of values and duties of citizens. Over the year, several cultural programmes were organized through which the responsibilities of students as citizens, their duties were explained. The students of the Political Science Department visited the legislative assembly to better understand the working of the legislature and our constitutional responsibilities.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

**B. Any 3 of the above**

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

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

Every year the institute observes the birthday of

1. Swami Vivekananda as the Yuva Dibash
2. Netaji Subhas Chandra Bose as the Sourya Dibash
3. Rabindranth Tagore as the Kabi Pranam Dibash
4. Sarvapalli Radhakrishnan as the Sikkshak Dibash
5. Mahatma Gandhi as the Swachata Dibash

The institute also observes every year Nari Dibash on the day of the International Women's Day and Bandhan Dibash on the day of Raksha Bandhan. In addition, the IQAC organises several students centric events like Essay Competition and Dance Competition on National Integration. The NCC organises International Yoga day and Swachhata Pakhwada

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

## 7.2 - Best Practices

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

### Best Practice-1

**Title:**

**Training and Industry Connect for Employment and Skill Development**

**Objective:**



To prepare students for their professional careers, develop their skills, and create employment opportunities. Additionally, to empower female students through special training programs.

Context:

Students' employability

Practice:

Since June 2022, the "Youth Employment Training Program" has been conducted by TCS under their CSR initiative. So far, three training programs have been held.

Since September 2023, Mahindra has been providing a training program exclusively for female students under their CSR initiative. So far, three such programs have been completed.

Evidence of Success:

11 students have been employed through this programme

Best Practice-2

Best Practice Title:

In Pursuit of Making Quality the Defining Element of Higher Education - In the Home and in the World

Objective:

To mentor colleges in achieving assessment and accreditation, enhancing their quality standards in higher education.

Context:

The college has taken a proactive role in sharing its experience and knowledge with other institutions, acting as a mentor to help them prepare for their own assessments and accreditations.

Achievements:

The outreach and guidance provided by the college have been

instrumental in encouraging institutions across the state to pursue quality enhancement and NAAC accreditation.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

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

Bankim Sardar College stands out for its dedication to providing quality education in the remote Sundarbans, - primarily serving Scheduled Castes, Scheduled Tribes, and Other Backward Classes.

Many students are first-generation higher education learners from socially and economically disadvantaged backgrounds.

The college offers a peaceful, unrest-free environment, ensuring a safe and supportive space for female students, making it a trusted institution for parents.

A key feature of the college is its integration of Indian Knowledge Systems (IKS), in line with NEP-2020, fostering a balance between traditional wisdom and modern education.

The college's NAAC A Grade accreditation reflects its consistent high academic standards, offering a holistic educational experience.

Skill development and employability are prioritized, with programs like the TCS Youth Employment Programme providing students with essential digital and workplace skills.

Community engagement through NCC and NSS activities fosters disaster preparedness, healthcare awareness, and environmental sustainability, promoting social responsibility.

Through scholarships, mentorship, and attendance-based rewards, the college ensures inclusivity, reduces dropout

rates, and enhances student participation, all while maintaining a peaceful and secure environment.

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

### 7.3.2 - Plan of action for the next academic year

Bankim Sardar College plans to uphold NAAC A Grade standards through regular faculty development programs. It will integrate Indian Knowledge Systems (IKS) in the curriculum, developing IKS-focused courses and promoting research by 2024. To enhance student employability, the college will expand the TCS Youth Employment Programme and introduce courses in digital literacy and soft skills. The college will upgrade infrastructure with smart classrooms and Wi-Fi-enabled zones, ensuring 24/7 security for girl students. Sustainability initiatives like Vetiver Grass Cultivation and environmental workshops will continue, while NCC and NSS activities will focus on community outreach and social responsibility. Student welfare will be enhanced through more scholarships, mentorship programs, and attendance-based rewards. The college will also foster research collaborations, particularly with IIT Kharagpur, and promote inclusivity by supporting marginalized communities with scholarships and remedial classes. These initiatives aim to create a progressive, inclusive, and sustainable learning environment.