

The Annual Quality Assurance Report (AQAR) of the IQAC 2014-15

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

Bankim Sardar College

1.2 Address Line 1

Canning town, Tangrakhali, Halapara

Address Line 2

Canning

City/Town

Canning

State

West Bengal

Pin Code

743329

Institution e-mail address

mail2bscollege@gmail.com

Contact Nos.

03218-256800

Name of the Head of the Institution:

Prof. Subhra Biswas

Tel. No. with STD Code:

03218-256800

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B		March 2007	
2	2 nd Cycle	B	2.3	March 2015	5 Years
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 AQAR for the year (for example 2010-11)

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR_2007-2008 submitted on 27/07/2009_____ (DD/MM/YYYY)
- ii. AQAR_2008-2009 submitted on 27/07/2009_____ (DD/MM/YYYY)
- iii. AQAR_2009-2010 submitted on 18/04/2014_____ (DD/MM/YYYY)
- iv. AQAR_2010-2011 submitted on 20/04/2014_____ (DD/MM/YYYY)
- v. AQAR_2011-2012 submitted on 20/04/2014_____ (DD/MM/YYYY)
- vi. AQAR_2012-2013 submitted on 20/04/2014_____ (DD/MM/YYYY)
- vii. AQAR_2013-2014 submitted on 13/08/2014_____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

Calcutta University

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

3

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

The Internal Quality Assurance cell (IQAC) is relentless in its endeavour for the conscious, consistent and catalytic improvement in the overall performance of institution. Under the leadership of IQAC the college was reaccredited for the 2nd cycle, (EC dated 3/3/2015). Among the other main achievements of the IQAC the following may be outlined as -

- i. Empowerment of faculties
- ii. Providing ICT support for students
- iii. Academic audit and 360degree performance appraisal of teachers based on a model designed by IQAC, Bankim Sardar College
- iv. Designing of an improved Teaching-Aid-Software
- v. Online Profile mapping of students (model designed by IQAC)
- vi. Online feedback collection
- vii. Online library repository has been started

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
<ul style="list-style-type: none"> • Launch of round-the-year online admission and fees collection system • ICT empowerment • Innovations in teaching learning 	<ul style="list-style-type: none"> ➤ The admission portal www.bscadmission.org was launched and used for round the year admission and fees collection. ➤ College has its own 1:1 dedicated lease line for internet connectivity and now is a wifi enabled campus. ➤ Free access to computer and internet to students from 9.15 AM to 5.15 PM ➤ Teachers are provided avenues of ICT empowerment to match with temporal requirements ➤ College is now building digitized database of students ➤ Teachers are learning the art of making use of an indigenously developed Teaching-aid software (TAS) www.bankimsardarcollege.org/tas to fulfil

<ul style="list-style-type: none"> • Employability training 	<p>the needs of documentation of teaching-learning & evaluation schedules in form</p> <ul style="list-style-type: none"> ➤ Paper wise year wise question bank in the form <ol style="list-style-type: none"> 1. MCQ type 2. Short question answers 3. True or false 4. University question pattern ➤ Academic Plan - a platform where teachers can prepare <ol style="list-style-type: none"> 1. Individual academic plan 2. Departmental academic plan ➤ Students database - where teachers can <ol style="list-style-type: none"> 1. Enter / add and search students database 2. Results - where teachers can keep record of the results of the internal assessment tests taken 3. Attendance - where teachers can keep record of the class attendance of students ➤ Introduction of Continuous internal Assessment based on Multiple Choice Question ➤ Teachers make regular use of power point presentations to make the learning process more interesting ➤ Encouraging students to attend regular classes <ul style="list-style-type: none"> ➤ Mentoring of students - teachers play the role of guardians (mentors) to keep close watch on regular class attendance, regular monthly tests etc of their mentees ➤ SMS gateway - enabling instant connectivity with parents in case of their children remaining absent on a regular basis ➤ The College has also launched the following web-based platform www.studentsprofilemapping.org to chart the students' profile as per their academic score, knowledge, intelligence, background and employability ➤ Provision of Online platform for preparation for competitive examinations - www.bscollege.entrytoservice.com where
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<ul style="list-style-type: none"> • Generating environment consciousness • 360 degree teachers' performance appraisal • Academic audit • NAAC reaccreditations 	<p>students can log in towards preparation for competitive examinations</p> <ul style="list-style-type: none"> ➤ Round the year programme comprising of – <ol style="list-style-type: none"> 1. <i>Briksh ropan</i> – Planting of trees 2. <i>Briksha sumari</i>- Tree- sumari 3. <i>Min mangal</i>- Release of fish pawns into the ponds 4. <i>Jalashay sanrokshan</i>- Maintenance of ponds 5. <i>Gandhi punnah</i>- cleaning the campus and the neighbourhood ➤ 360 degree teachers' performance appraisal was carried out for all full time teachers consisting of 4 parts or quadrants- <ol style="list-style-type: none"> 1. Self Appraisal 0 - 90⁰ 2. Students' Feedback 90⁰-180⁰ 3. Career score (on the basis of their academic achievements and performances) 180⁰ - 270⁰ 4. External Appraisal 270⁰ - 360⁰ ➤ The college has carried out Academic Audit by a renowned academician. ➤ The College was reaccredited for the 2nd Cycle (EC dated 3/3/ 2015)
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** Academic Calendar of the year is attached as Annexure 1.*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

AQAR was presented before the IQAC members on 17.11.2015 by the IQAC Coordinator. Thereafter AQAR was presented before the Management Committee members on 28.11.2015. Both the committees approved the report. The suggestions given by the IQAC and management committee members were incorporated and then uploaded in the institutional website.

Criterion – I**1. Curricular Aspects**

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	13	2		
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	3			
Others				
Total	16	2		

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes

Pattern	Number of programmes
Semester	
Trimester	
Annual	18

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

***Please provide an analysis of the feedback in the Annexure III**

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

NA

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	35	12	14	0	9

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	6	8	0	0	0	0	0	0	0	6

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	6	0
Presented	5	16	0
Resource Persons	1	1	1

2.6 Innovative processes adopted by the institution in Teaching and Learning:

The institution has adopted a number of innovative methods in Teaching and Learning. Use of supplementary aids such as charts, projector, lab facilities etc. A major focus was on teacher empowerment, for providing quality education.

2.7 Total No. of actual teaching days during this academic year

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

0	0	0
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2.10 Average percentage of attendance of students

70

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	629		2			59
B.com	10					100
B.sc	55		2			89

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- IQAC collects annual reports from each department and conducts review meeting
- IQAC collects online feedback from the students about the teaching learning process

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
UGC – Faculty Improvement Programme	2
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	4
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	0
Others	0

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	12	6	2	0
Technical Staff	0	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

The IQAC conducts regular meetings with the teaching staff, doing so the cell encourages and advises the staff to publish articles, academic papers for various courses etc. The heads of the departments are also advised to apply for the UGC funds which help them conduct various seminars at national levels, workshops etc.

The staffs are also encouraged to attend and present papers at various seminars, they are also asked to submit proposals for minor research projects. The IQAC also suggests the college authorities and governing bodies to sanction leaves and necessary funds for the faculties who involve themselves in the above mentioned activities.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		2	1	
Outlay in Rs. Lakhs		475000	280000	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	4	3	
Non-Peer Review Journals			1
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other (Specify)				
Total				

3.7 No. of books published i) With ISBN Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
0		0		0		

3.18 No. of faculty from the Institution
who are Ph. D. Guides

and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level	<input type="text" value="13"/>	State level	<input type="text" value="9"/>
National level	<input type="text" value="7"/>	International level	<input type="text" value="0"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="3"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>
NCC	<input type="text" value="0"/>	NSS	<input type="text" value="0"/>
		Any other	<input type="text"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Criterion - IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area				
Class rooms				
Laboratories				
Seminar Halls				
No. of important equipments purchased (≥ 1 -0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)		Rs. 349328	UGC	
Others (Furnitures)		Rs. 440756	College fund	

4.2 Computerization of administration and library

1. Staff provided with www.bscollegeadmission.org - that enables them to conduct online admission and fees receipt
2. Institution provided with
 1. www.bscollegefeedback.org - that enables obtaining feedback from different stakeholders
 2. http://bankimsardarcollege.org/bsadmin/student_manage.php - that enables sending bulk SMS to all students
 3. http://bankimsardarcollege.org/bsadmin/notice_board.php - that enables sending online notifications in college website
 4. <http://localhost/FMS/dashboard.php?p=1> - that enables the Head of the Institution to issue new letters and tracking of old letters
 5. http://localhost/FMS/gb_meeting_list.php?p=2 - that enables the Head of the Institution to prepare and track GB minutes
 6. http://localhost/FMS/iqac_list.php?p=12 - that enables the IQAC to prepare to prepare and track IQAC minutes
3. Library provided with
 1. <http://www.bscollegelibrary.org/opac> - enables the library users to view online catalogue
 2. <http://www.bscollegelibrary.org/repository.php> - enables the students to access study materials and question bank prepared by the teachers

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	19881	NA	404	120580	231	NA
Reference Books	0	0	0	0	0	0
e-Books	0	0	0	0	0	0
Journals	NA	NA	20	525	28	4369
e-Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
CD & Video	0	0	0	0	0	0
Others (specify)	0	0	0	0	0	0

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	26	NA	NA	NA	1	4	12	10
Added	17	NA	Wifi enabled campus	1	0	NA	NA	17
Total	43	NA	Wifi enabled campus	1	1	4	12	27

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Teachers were trained to use ICT technologies to effectively deliver curriculum. Internet facilities in the college were also upgraded during the same period. Free access to computer and internet to students from 9.15 AM to 5.15 PM

4.6 Amount spent on maintenance in lakhs :

i) ICT

40000

ii) Campus Infrastructure and facilities

1339858

iii) Equipments

5000

Total :

1384858

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC organised regular meetings with the students to enhance their awareness about student support services which are available in the college. Available support services are also notified for the benefit of the students. Moreover, information about these services is also displayed on the display board of the college.

5.2 Efforts made by the institution for tracking the progression

There is no formal mechanism in the college to track the progress of the students. However, progress is often tracked at informal level through alumni feedback, word of mouth etc.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2698			

(b) No. of students outside the state

0

(c) No. of international students

0

Men	No	%	Women	No	%
	1670	61.9		1028	38.1

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
383	1716	82	308	0	2489	423	1796	72	407	1	2698

Demand ratio 1: 1.9

Dropout % 14.2%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Entry to Service – add on programme – under the sponsorship of UGC and duly recognized by the University of Kolkata for training for competitive examinations is on the way to being introduced from the session 2014-15
Online platform for training, practice and assessment for competitive examinations www.bscollege.entrytoservice.com

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

The counseling services to the students are of the following types -

- 1) Classroom counseling – academic counseling are always provided by the teachers in the department by way of providing individualistic attention inside the class rooms
- 2) Outside the classroom counseling – personal counseling are provided by teachers, as students personally visit faculty members seeking guidance for their personal problems.
- 3) Entry to service counseling – students are also benefitted by way of obtaining career counseling by the entry to service cell.
- 4) Institution has now started “Mentoring” as a support system of student guidance covering the following aspects
 - i. Teaching-learning evaluation
 - ii. Regarding class attendance / examination attendance
 - iii. Discussion relating to job market /entrepreneurship
 - iv. Discussion relating to higher education
 - v. Personal problems
 - vi. Socio-political problems
 - vii. Grievance regarding examinations / evaluation
 - viii. Value education
 - ix. Health related issues
 - x. Support for slow learners

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
0	0	0	0

5.8 Details of gender sensitization programmes

Gender audit carried out

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International

Cultural: State/ University level National level International

.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	NA	
Financial support from government	2169	NA
Financial support from other sources	NA	
Number of students who received International/ National recognitions	NA	

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Renovation of Students' Union Room.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision of the College

Core Academic Vision - Enlightening the students with knowledge

Add on Academic vision - Empowering the students with 21st century skills

Organizational vision - Effecting Rule of Law and Change Management

Mission of the College

1. Providing access to higher education to increasing number of students, with diversified curriculum under the university affiliated system and facilitating students to obtain their graduation degrees
2. Introduction of add-on career oriented programmes of study for instilling employability skills
3. Re-empowering teachers with 21st century skills and mindset
4. Good governance through maintenance of rule of law and transparency and decentralization in college governance through single person accountability in duties and responsibilities

6.2 Does the Institution has a management Information System

No

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Several departments took initiative to develop “location specific curriculum” with an eye to employability of students

6.3.2 Teaching and Learning

By way of appropriate resolution of the Governing Body the college aims at

1. Re-empowering the Teachers with 21st century abilities
2. Setting up wi-fi enabled campus such that faculties get the opportunity to harness web resources for the purpose of teaching-learning and research
3. Providing the facilities to the faculties to have online access to e-journals and e-books through INFLIBNET
4. Faculties are encouraged to make of ICT and retrained so that they are enabled to make use of
 - a. PowerPoint presentations – **Phase 1**
 - b. Teaching aid software – **Phase 2**
 - c. Mac Book, I Pad, Interactive Pen Display, Interactive boards – **Phase 3**
5. Encouraging teachers to play the role of mentors

6.3.3 Examination and Evaluation

College has introduced Continuous Internal Assessment in terms of MCQ type

The objective is to make the students avoid their practice of rote learning and suggestive preparation for summative assessment

College has introduced the system of online assessment

Some of the departments have introduced online assessment through www.bscollege.entrytoservice.com

6.3.4 Research and Development

The college constantly promotes research activities and encourages teachers to take up minor research projects.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. The campus is wifi enabled
2. The Computer Centre has 13 desktops
3. ICT room with 10 has desktop and 1 projector
4. Seminar room with has 1 laptop, 1 projector
5. English Language Centre has 1 laptop, 1 Interactive White Board, 1 Interactive Pen Display, 1 Camcorder, 1 DVD Sound system, 1 Smart TV, 2 Interactive Tablets, 1 Mac Book Pro and 1 Photo copier
6. Library has 1 desktop and 1 Laptop
7. Teachers provided with
 1. either desktop or laptops
 2. Teaching aid software www.bankimsardarcollege.org/tas
8. Staff provided with www.bscollegeadmission.org – that enables them to conduct online admission and fees receipt
9. Institution provided with
 1. www.bscollegefeedback.org – that enables obtaining feedback from different stakeholders
 2. http://bankimsardarcollege.org/bsadmin/student_manage.php – that enables sending bulk SMS to all students
 3. http://bankimsardarcollege.org/bsadmin/notice_board.php – that enables sending online notifications in college website
 4. <http://localhost/FMS/dashboard.php?p=1> – that enables the Head of the Institution to issue new letters and tracking of old letters
 5. http://localhost/FMS/gb_meeting_list.php?p=2 – that enables the Head of the Institution to prepare and track GB minutes
 6. http://localhost/FMS/iqac_list.php?p=12 – that enables the IQAC to prepare to prepare and track IQAC minutes
10. Library provided with
 1. <http://www.bscollegelibrary.org/opac> - enables the library users to view online catalogue
 2. <http://www.bscollegelibrary.org/repository.php> - enables the students to access study materials and question bank prepared by the teachers

6.3.6 Human Resource Management

Recruitment of faculties is governed by State Govt. Policies. However, college also recruits part time faculties based on qualification through an online platform. Faculties are provided opportunities to participate in research and faculty development programmes.

6.3.7 Faculty and Staff recruitment

Is carried out by College Service Commission

6.3.8 Industry Interaction / Collaboration

Negotiations for collaboration with George Telegraph ongoing

6.3.9 Admission of Students

Admission for all three years through online platform www.bscollegeadmission.org

6.4 Welfare schemes for

Teaching	Travel allowance
Non teaching	Travel allowance
Students	Student health home

6.5 Total corpus fund generated

NA

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Eminent Academician Prof. Bidhan Chandra Ray	Yes	Governing body
Administrative	No		Yes	Governing body

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

NA

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association

There is no established alumni association of the college. However, alumni support at informal level for providing job assistance to the students. Feedback is also collected from the alumni through the online feedback website

6.12 Activities and support from the Parent – Teacher Association

There is no formal parent teachers association. But each department arranges meetings with the parents from time to time to apprise them of the students' academic progress and discuss various students' related issues. The institution communicates with the parents through the SMS gateway and parents are encouraged to give their feedback through the online feedback platform

6.13 Development programmes for support staff

Computer Training has been provided to the support staff. They are also given need based trainings on the use of the different software for effective functioning of the administration and the library

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

- The college has an eco friendly campus
- The college has a Green Policy
 - Build a green world from where you can work and play a role
- The college has several practices which spreads environment consciousness following the ideas of Rabindranath Tagore pursued in Santiniketan Ashram since 1930's. The practices are
 - Brikshya ropan
 - Brikshya sumari
 - Min Mangal
 - Gandhi Punnahya

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Innovation 1. Pratisthanik Khamatayan (Institutional Empowerment)

Conscious efforts in adopting strategy to design and develop customized computer programme and /or ERP to meet well defined administrative functions and consequent database management with the objective of delivering multi tasks by “single click” of mouse.

The complete software solution aims at providing systems which are designed to integrate the data sources and processes of the entire organization into a unified system.

Innovation 2. Sikshak Khamatayan (Teachers Empowerment)

The IQAC has indigenously developed a Teaching-aid software (TAS) www.bankimsardarcollege.org/tas to fulfill the needs of documentation of teaching-learning & evaluation schedules in form of Academic Calendar, Teaching Plan, Evaluation Schedules etc

Innovation 3. Chatra Khamatayan (Students Empowerment)

An online web application has been innovated

<http://www.bscollege.entrytoservice.com> where students can log in with their individual log in ID for 1 hour every day and can practice and give tests towards preparation for competitive examinations

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

1. The admission portal www.bscadmission.org was launched and used for round the year admission and fees collection.
2. College has its own 1:1 dedicated lease line for internet connectivity and now is a wifi enabled campus.
3. Free access to computer and internet to students from 9.15 AM to 5.15 PM
4. Teachers are provided avenues of ICT empowerment to match with temporal requirements
5. College is now building digitized database of students
6. Teachers are learning the art of making use of an indigenously developed Teaching-aid software (TAS) www.bankimsardarcollege.org/tas to fulfil the needs of documentation of teaching-learning & evaluation schedules in form
 - Paper wise year wise question bank in the form

1. MCQ type
2. Short question answers
3. True or false
4. University question pattern
- Academic Plan - a platform where teachers can prepare
 1. Individual academic plan
 2. Departmental academic plan
- Students database - where teachers can
 4. Enter / add and search students database
 5. Results - where teachers can keep record of the results of the internal assessment tests taken
 6. Attendance - where teachers can keep record of the class attendance of students
7. Introduction of Continuous internal Assessment based on Multiple Choice Question
8. Teachers make regular use of power point presentations to make the learning process more interesting
9. Encouraging students to attend regular classes
 - Mentoring of students - teachers play the role of guardians (mentors) to keep close watch on regular class attendance, regular monthly tests etc of their mentees
 - SMS gateway – enabling instant connectivity with parents in case of their children remaining absent on a regular basis
10. The College has also launched the following web-based platform www.studentsprofilemapping.org to chart the students' profile as per their academic score, knowledge, intelligence, background and employability
11. Provision of Online platform for preparation for competitive examinations – www.bscollege.entrytoservice.com where students can log in towards preparation for competitive examinations
12. Round the year programme comprising of –
 1. *Briksh ropan* – Planting of trees
 2. *Briksha sumari*- Tree- sumari
 3. *Min mangal*- Release of fish pawns into the ponds
 4. *Jalashay sanrokshan*- Maintenance of ponds
 5. *Gandhi punnaho*- cleaning the campus and the neighbourhood
13. 360 degree teachers' performance appraisal was carried out for all full time teachers consisting of 4 parts or quadrants-
 1. Self Appraisal 0 - 90⁰
 2. Students' Feedback 90⁰-180⁰
 3. Career score (on the basis of their academic achievements and performances) 180⁰ - 270⁰
 4. External Appraisal 270⁰ - 360⁰
14. The college has carried out Academic Audit by a renowned academician.

15. The College was reaccredited for the 2nd Cycle (EC dated 3/3/ 2015)

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

Please refer to annexure

****Provided the details in Annexure II***

7.4 Contribution to environmental awareness / protection

The college has several practices which spreads environment consciousness following the ideas of Rabindranath Tagore pursued in Santiniketan Ashram since 1930's. The practices are

- Brikshya ropan
- Brikshya sumari
- Min Mangal
- Gandhi Punnahya

7.5 Whether environmental audit was conducted? Yes No

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

No

8. Plans of institution for next year

Proposed Plan:

1. Teaching (UG)

- 1.1 Introduction of Geography and Computer Science
- 1.2 Encouraging the students to attend classes regularly by providing them Attendance Scholarship and Conveyance Allowance
- 1.3 Empowering faculties with state of the art training in the use of ICT facility, soft skill and other necessary skills that helps them to make their students more empowered for the 21st century.
- 1.4 Building improved classroom ambience, ICT enabled infrastructure for better learning experience, fostering Technology use for tracking class attendance (biometric) and making regular formative assessment (OMR applications and Online web applications) and upgradation of laboratories

- 1.5 Assessment of diverse needs of students and provision of mentoring and counseling and also guidance to prevent drop out to weaker students and encourage them to appear for university examinations and pass the same
- 1.6 Instilling employability skills among students by way of providing computer training and spoken English training, providing training for competitive examinations, grooming and personality development and other job oriented training
- 1.7 Teaching (PG) The college plans to open Post graduation in Bengali

2. Research

- 2.1 Subject wise e-content development for strengthening the institutional repository
- 2.2 Software development for Quality Assurance in Higher Education
- 2.3 Disaster Preparedness and Management with special reference to Sunderbans
- 2.4 Functional English for rural students
- 2.5 Publications, Seminars Workshops and Students & Teachers Exchange Programmes

3. Extension

- 3.1 Training on Small Scale Industries to students and local people.
- 3.2 Providing training to local farmers towards rain water harvesting
- 3.3 Solar cell installation for college use and local use and Solar Cell training to local youth
- 3.4 Parent teacher association for building neighbourhood relationship

4. Any other

- 4.1 Strengthening wifi speed and VPS Server for the college
- 4.2 Purchase of Computers for setting more terminals

5. Infrastructure Building:

- Completion of women's hostel
- **Plan 1- submitted to West Bengal Govt**
Plan for construction of Additional Building (on the Pond side) with two storied foundation to accommodate Two/three Classrooms, One Computer Lab cum classroom and One Geography Lab cum classrooms two toilets and space for verandah and staircase
Approx Area: 6560.60 sq ft
Purpose – Introduction of new subjects
 1. Geography (as per GB Resolution dated Dec 17, 2012)
 2. Computer Science (as per GB Resolution dated Dec 17, 2012)
 3. PG in Bengali (as per GB Resolution dated Feb 9, 2015)
- **Plan 2 - submitted to RUSA**
Plan for construction of Additional Building (on the Main Building side) with two storied foundation to accommodate

Three Classrooms and space for verandah and staircase

Approx Area: 3787.60 sq ft

Purpose – Shifting the Library from present library building and build a modern library integrated with ICT enabled reading space for teachers and students

Name Dr. Suchandra Biswas

Name Prof (Smt) Subhra Biswas



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure I

Academic Calendar

July			August		
1	Tue	College Reopens	1	Fri	BA Bsc Part II Gen
2	Wed		2	Sat	BA Bsc Part II Gen
3	Thu		3 Sun		
4	Fri	Academic Plan Meeting	4	Mon	BA Bsc Part II Gen
5	Sat	Women's Cell Day - July	5	Tue	BA Bsc Part II Gen
6 Sun			6	Wed	
7	Mon		7	Thu	BA Bsc Part I Hons
8	Tue		8	Fri	BA Bsc Part I Hons
9	Wed		9	Sat	BA Bsc Part I Hons
10	Thu		10 Sun		3rd yr Admission (P) - Last date
11	Fri		11	Mon	BA Bsc Part I Hons
12	Sat	IQAC Meeting 01 (2014-15)	12	Tue	Freshers' Welcome
13 Sun			13	Wed	
14	Mon		14	Thu	IQAC Meeting 02 (2014-15)
15	Tue		15 Fri		Independence Day
16	Wed		16	Sat	BA Bsc Part I Gen
17	Thu		17 Sun		Janmastami
18	Fri	1st yr Admission - Last date	18	Mon	BA Bsc Part I Gen
19	Sat	Bank A/C opening - Last Date	19	Tue	BA Bsc Part I Gen
20 Sun		Allumni Meet - July	20	Wed	BA Bsc Part I Gen
21	Mon	Induction, Prospectus, Library Day	21	Thu	BA Bsc Part I Gen
22	Tue	BA Bsc Part II Gen	22	Fri	BA Bsc Part I Gen
23	Wed	BA Bsc Part II Gen	23	Sat	BA Bsc Part I Gen
24	Thu	BA Bsc Part II Gen	24 Sun		
25	Fri	BA Bsc Part II Gen	25	Mon	BA Bsc Part I Gen
26	Sat	BA Bsc Part II Gen	26	Tue	BA Bsc Part I Gen
27 Sun			27	Wed	BA Bsc Part I Gen
28	Mon	BA Bsc Part II Gen	28	Thu	BA Bsc Part I Gen
29 Tue		Id-Ul-Fitr	29	Fri	Registration 1st yr - Last date
30	Wed	BA Bsc Part II Gen	30	Sat	Aug Monthly Test
31	Thu	BA Bsc Part II Gen	31 Sun		
Number of Teaching Days					
	31	Total number of days		31	Total number of days
	5	Sundays and Holidays		6	Sundays and Holidays
	26	College remaining open		25	College remaining open
	7	University Examination Days		19	University Examination Days
	19	Teaching days		6	Teaching days

Sept			Oct		
1	Mon		1	Wed	Puja Vacation
2	Tue	Dept Seminar - Bengali	2	Thu	Puja Vacation
3	Wed		3	Fri	Puja Vacation
4	Thu		4	Sat	Puja Vacation
5	Fri	Teacher's Day	5	Sun	Puja Vacation
6	Sat	Women's Cell Day - Sept	6	Mon	Puja Vacation
7	Sun		7	Tue	Puja Vacation
8	Mon	Dept Seminar - History	8	Wed	Puja Vacation
9	Tue		9	Thu	Puja Vacation
10	Wed	2nd yr Admission (P) - Last date	10	Fri	Puja Vacation
11	Thu	Dept Seminar - Pol Sci	11	Sat	Puja Vacation
12	Fri		12	Sun	Puja Vacation
13	Sat	Dept Seminar - Philosophy	13	Mon	Puja Vacation
14	Sun		14	Tue	Puja Vacation
15	Mon		15	Wed	Puja Vacation
16	Tue	Dept Seminar - Sanskrit	16	Thu	Puja Vacation
17	Wed	Vishwakarma Puja	17	Fri	Puja Vacation
18	Thu		18	Sat	Puja Vacation
19	Fri		19	Sun	Puja Vacation
20	Sat		20	Mon	Puja Vacation
21	Sun		21	Tue	Puja Vacation
22	Mon	Sept Monthly Test	22	Wed	Puja Vacation
23	Tue	Mahalaya	23	Thu	Puja Vacation
24	Wed		24	Fri	Puja Vacation
25	Thu	Dept Seminar - English	25	Sat	Puja Vacation
26	Fri	IQAC Meeting 03 (2014-15)	26	Sun	Puja Vacation
27	Sat	Aug Sept Marks submission	27	Mon	Home Assignments: Submission
28	Sun		28	Tue	
29	Mon	Students Attendance Meeting	29	Wed	Dept Seminar - Phy Education
30	Tue	Puja Vacation	30	Thu	
			31	Fri	Project Work: Submission
Number of Teaching Days					
	30	Total number of days		31	Total number of days
	7	Sundays and Holidays		26	Sundays and Holidays
	23	College remaining open		5	College remaining open
	0	University Examination Days		0	University Examination Days
	23	Teaching days		5	Teaching days

Nov			Dec		
1	Sat	Jagadhatri Puja	1	Mon	
2	Sun		2	Tue	
3	Mon		3	Wed	College Social
4	Tue	Muharram	4	Thu	
5	Wed		5	Fri	
6	Thu	Guru Nanak Jayanti	6	Sat	
7	Fri		7	Sun	
8	Sat	Women's Cell Day - Nov	8	Mon	
9	Sun		9	Tue	
10	Mon		10	Wed	
11	Tue		11	Thu	
12	Wed		12	Fri	
13	Thu		13	Sat	
14	Fri		14	Sun	
15	Sat		15	Mon	
16	Sun		16	Tue	
17	Mon	Publication of College Magazine	17	Wed	
18	Tue		18	Thu	
19	Wed		19	Fri	
20	Thu		20	Sat	Dec Monthly Test
21	Fri		21	Sun	Alumni Meet - Dec
22	Sat	Students Union Tour	22	Mon	
23	Sun	Students Union Tour	23	Tue	Mentor Reporting Day
24	Mon		24	Wed	Students Attendance Meeting
25	Tue		25	Thu	Christmas Day
26	Wed		26	Fri	Winter Recess
27	Thu		27	Sat	Winter Recess
28	Fri		28	Sun	Winter Recess
29	Sat	Nov Monthly Test	29	Mon	Winter Recess
30	Sun		30	Tue	Winter Recess
			31	Wed	Winter Recess
Number of Teaching Days					
	31	Total number of days		30	Total number of days
	26	Sundays and Holidays		8	Sundays and Holidays
	5	College remaining open		22	College remaining open
	0	University Examination Days		0	University Examination Days
	5	Teaching days		22	Teaching days

Jan			Feb		
1	Thu	New Year Day	1	Sun	
2	Fri	Oct Nov Dec Marks submission	2	Mon	
3	Sat		3	Tue	
4	Sun		4	Wed	
5	Mon		5	Thu	
6	Tue		6	Fri	
7	Wed		7	Sat	Women's Cell Day - Feb
8	Thu		8	Sun	
9	Fri		9	Mon	
10	Sat		10	Tue	Part II Test Examinations
11	Sun		11	Wed	Part II Test Examinations
12	Mon	Part III Test Examinations	12	Thu	Part II Test Examinations
13	Tue	Pous Sankranti	13	Fri	Part II Test Examinations
14	Wed	Part III Test Examinations	14	Sat	Part II Test Examinations
15	Thu	Part III Test Examinations	15	Sun	
16	Fri	Part III Test Examinations	16	Mon	
17	Sat	Part III Test Examinations	17	Tue	Sivaratri
18	Sun		18	Wed	
19	Mon		19	Thu	
20	Tue		20	Fri	
21	Wed		21	Sat	
22	Thu		22	Sun	
23	Fri	Netaji Birthday	23	Mon	
24	Sat	CU Foundation Day	24	Tue	
25	Sun	Saraswati Puja	25	Wed	Founder's Day
26	Mon	Republic Day	26	Thu	
27	Tue		27	Fri	
28	Wed		28	Sat	
29	Thu				
30	Fri				
31	Sat				
Number of Teaching Days					
	31	Total number of days		28	Total number of days
	9	Sundays and Holidays		6	Sundays and Holidays
	22	College remaining open		22	College remaining open
	5	University Examination Days		5	University Examination Days
	17	Teaching days		17	Teaching days

Mar			Apr		
1	Sun		1	Tue	
2	Mon		2	Wed	
3	Tue		3	Thu	
4	Wed		4	Fri	Good Friday
5	Thu	Doljatra	5	Sat	Easter Saturday
6	Fri		6	Sun	
7	Sat		7	Mon	
8	Sun		8	Tue	
9	Mon		9	Wed	
10	Tue		10	Thu	
11	Wed		11	Fri	
12	Thu		12	Sat	
13	Fri		13	Sun	
14	Sat		14	Mon	Ambedkar Birthday
15	Sun		15	Tue	Bengali New Year
16	Mon		16	Wed	
17	Tue		17	Thu	
18	Wed		18	Fri	
19	Thu		19	Sat	
20	Fri		20	Sun	
21	Sat		21	Mon	
22	Sun		22	Tue	
23	Mon	Part I Test Examinations	23	Wed	
24	Tue	Part I Test Examinations	24	Thu	
25	Wed	Part I Test Examinations	25	Fri	
26	Thu	Basanti Puja	26	Sat	
27	Fri	Part I Test Examinations	27	Sun	
28	Sat	Part I Test Examinations	28	Mon	
29	Sun		29	Tue	
30	Mon		30	Wed	
31	Tue				
Number of Teaching Days					
	31	Total number of days		30	Total number of days
	7	Sundays and Holidays		8	Sundays and Holidays
	24	College remaining open		22	College remaining open
	5	University Examination Days		0	University Examination Days
	19	Teaching days		22	Teaching days

May			June		
1	Fri	May Day	1	Mon	Summer Recess
2	Sat		2	Tue	Summer Recess
3	Sun		3	Wed	Summer Recess
4	Mon		4	Thu	Summer Recess
5	Tue		5	Fri	Summer Recess
6	Wed		6	Sat	Summer Recess
7	Thu		7	Sun	
8	Fri	Academic Report Day	8	Mon	Summer Recess
9	Sat	Rabindra Jayanti	9	Tue	Summer Recess
10	Sun		10	Wed	Summer Recess
11	Mon		11	Thu	Summer Recess
12	Tue		12	Fri	Summer Recess
13	Wed		13	Sat	Summer Recess
14	Thu		14	Sun	
15	Fri	Administrative Report Day	15	Mon	Summer Recess
16	Sat	Summer Recess	16	Tue	Summer Recess
17	Sun		17	Wed	Summer Recess
18	Mon	Summer Recess	18	Thu	Summer Recess
19	Tue	Summer Recess	19	Fri	Summer Recess
20	Wed	Summer Recess	20	Sat	Summer Recess
21	Thu	Summer Recess	21	Sun	
22	Fri	Summer Recess	22	Mon	Summer Recess
23	Sat	Summer Recess	23	Tue	Summer Recess
24	Sun		24	Wed	Summer Recess
25	Mon	Summer Recess	25	Thu	Summer Recess
26	Tue	Summer Recess	26	Fri	Summer Recess
27	Wed	Summer Recess	27	Sat	Summer Recess
28	Thu	Summer Recess	28	Sun	
29	Fri	Summer Recess	29	Mon	Summer Recess
30	Sat	Summer Recess	30	Tue	Summer Recess
31	Sun				
Number of Teaching Days					
	31	Total number of days		30	Total number of days
	7	Sundays and Holidays		4	Sundays and Holidays
	24	College remaining open		26	College remaining open
	15	University Examination Days		26	University Examination Days
	9	Teaching days		0	Teaching days

Annexure II

Best Practice

Practice #1

Teaching-aid software (TAS) indigenously developed by the college to fulfill the needs of documentation of teaching-learning & evaluation schedules in form of Academic Calendar, Teaching Plan, Evaluation Schedules etc

Title - *Sikkhak Sahayak* - Teaching Aid Software

Objective – The Teaching Aid Software provides support to departments and teachers towards

- Preparing Annual Academic Plan
- Allocation of the syllabus amongst the departmental teachers
- Lecture worksheet to students with essential study references
- Creating Question Bank as per course allocation
- Objective type test papers for evaluation of students' learning
- Facilitate continuous internal assessment
- Update monthly class attendance records
- Record students' performance and improvement on a monthly basis

Context – Towards meticulous planning and documentation of teaching learning evaluation a need for designing and developing a customized software was felt so that each department and the teachers can plan and organize the teaching-learning & evaluation schedules in form of Academic Calendar, Teaching Plan, Evaluation Schedules etc.

Practice - The Teaching Aid Software is so designed that it comprises of the following modules

- Create Question Module
- Test Maker Module
- Students Data Base Module
- Result Maker Module
- Attendance Report Module
- Notes Maker Module

Evidence of Success – All departments use the software to prepare their departmental documents using the said software and thereby reduces the work load by way of minimizing non repetitive work

Resources Required – Two resources are required

- 1) Human Resources – Teachers to conceptualize the requirements of documentation from planning to delivery and transaction
- 2) IT Resources – collaboration with software developer to develop the customized software
- 3) Learning Resources – Each department to be endowed with Desktop/Laptop to prepare the necessary documents

Problems encountered – The most serious problem encountered in this regard is that teachers not familiar with the use of computer which the college expects will not remain a problem in the years to come

Contact Details

Name of the Principal: Prof. Subhra Biswas

Name of the Institution: Bankim Sardar College

City: Vill: Tangarakhali

Pin Code: 743329

Accredited Status: B

Work Phone :

Fax:

Website: www.bankimsardarcollege.org

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Practice #2

College management feels that admission to the college should be fair and transparent and for that matter taken initiative to introduce a practice and process of admission leaving no scope of mediation for rent seekers

Title - Shoccho Probesh – (Fair Admission Process) – Ending unfair mediation in Students' Admission

Objective – The aim of the programme is to make the students aware of the

1. Make the process of admission fair and transparent
2. Enable the students to take admission without kickback

Context – The existing process of admission was constrained with several 'scope' of encouraging unfair mediation and rent seeking by interest groups. Such scopes was a "win situation" to some while "loss situation" to the others leading to discontent among the losers and often leading to students' unrest and detrimental to academic ambience. The college therefore contemplated and effected a change in the practice and process of admission.

Practice – The admission process comprises of

1. Issue of bilingual prospectus (including vernacular) clearly specifying
 - a. Notifications of last dates
 - b. Admission rules and documents to be submitted
 - c. Specimen filled in forms
2. Colour coded admission forms with printed form numbers issued separately for each course/programme
3. Use of admission software for preparation of merit lists in conformity to government and university rules
4. Students in the merit list are intimated through college **SMS Gateway** asking the students to make payment of admission fees in local bank

Thus students are not required to get into any interactions with rent seekers in this regard.

2012	2013	2014
<i>Step 1. Two page admission form (B/W) printed in English obtained from college cash counter</i>	<i>Step 1. Admission form template (duly filled in) is publicized in the college prospectus</i>	<i>Step 1. Admission form template (duly filled in) is publicized in the college website</i>
<i>Step 2. Filled in admission form are then taken up for data entry in MS Excel for preparation of merit</i>	<i>Step 2. Admission forms printed in vernacular language</i>	<i>Step 2. Admission forms to be filled in online</i>
	<i>Step 3. Admission forms are pre indexed for each subject</i>	<i>Step 3. Merit list is published online and communicated through SMS</i>

<p><i>list</i></p> <p><i>Step 1. Verification and approval of the merit list by respective departments</i></p> <p><i>Step 3. Merit list published in college website and college notice board</i></p> <p><i>Step 4. Students take admission in the college cash counter and obtain their roll number</i></p> <p><i>Step 5. Manual I Card issued to each students after admission</i></p>	<p><i>Step 4. Admission forms are differently coloured for each subject</i></p> <p><i>Step 5. Data entry in customized admission software developed by the college for preparation of merit list</i></p> <p><i>Step 6. Verification and approval of the merit list by respective departments</i></p> <p><i>Step 7. Use of college website for publication of merit list</i></p> <p><i>Step 8. Successful students communicated through use of SMS gateway</i></p> <p><i>Step 9. Students depositing cash to Nationalized banks in Canning town (5 kms away from college)</i></p> <p><i>Step 10. On deposit of the bank receipts in college cash counter the students obtain their ID number</i></p> <p><i>Step 11. Digital I card issued to each students after admission</i></p>	<p><i>gateway</i></p> <p><i>Step 4. Successful candidates to meet the departments for verification of documents and obtaining admission voucher</i></p> <p><i>Step 5. On receipt of admission voucher students to deposit cash in bank counter in the college campus and obtain their ID number</i></p> <p><i>Step 6. Digital I card issued to each students after admission</i></p>
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Evidence of Success –

1. Feedback of students who have taken admission expresses satisfaction
2. Parental feedback obtained telephonically expresses satisfaction

Resources Required –

1. Database of mobile numbers of all applicants
2. Admission Software
3. SMS Gateway

Problems encountered –

1. Unrest amongst the rent seekers and interest group
2. SMS network failure in remote hinterland

Contact Details

Name of the Principal: Prof. Subhra Biswas

Name of the Institution: Bankim Sardar College

City: Vill: Tangarakhali

Pin Code: 743329

Accredited Status: B

Work Phone :

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Website: www.bankimsardarcollege.org

E-mail : mail2bscollege@gmail.com

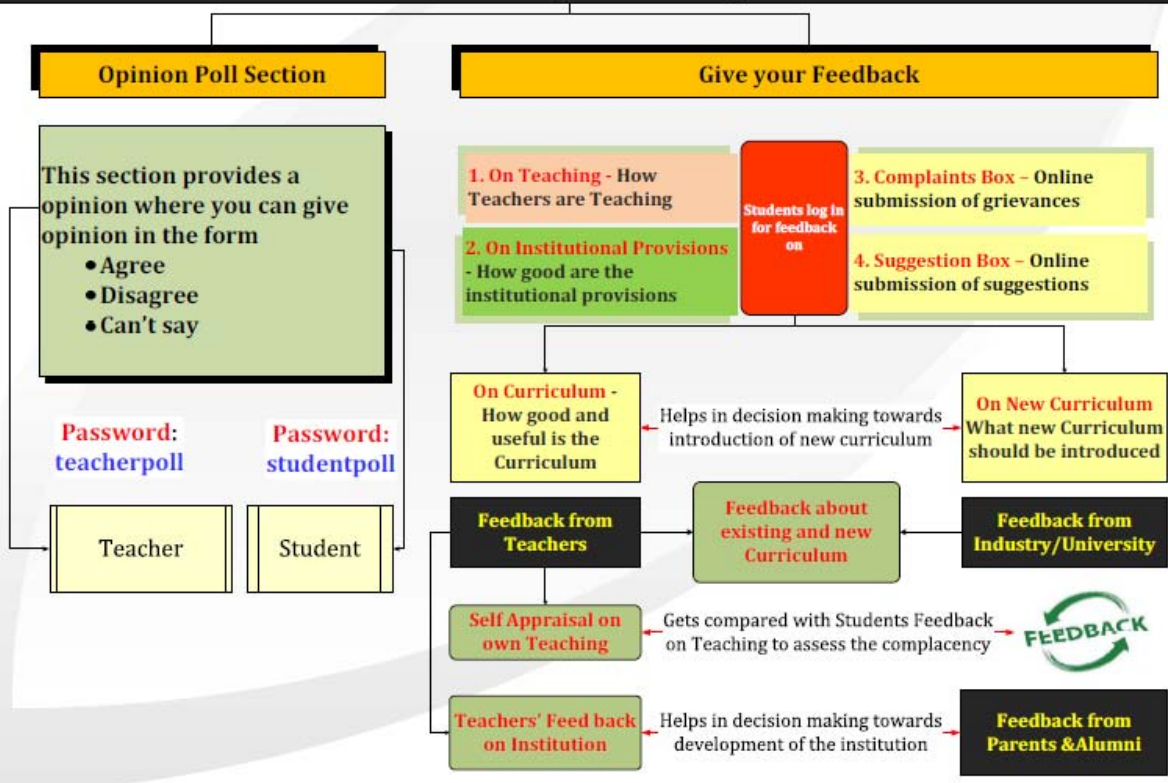
Mobile: 918170044052

Annexure III

Bankim Sardar College - IQAC

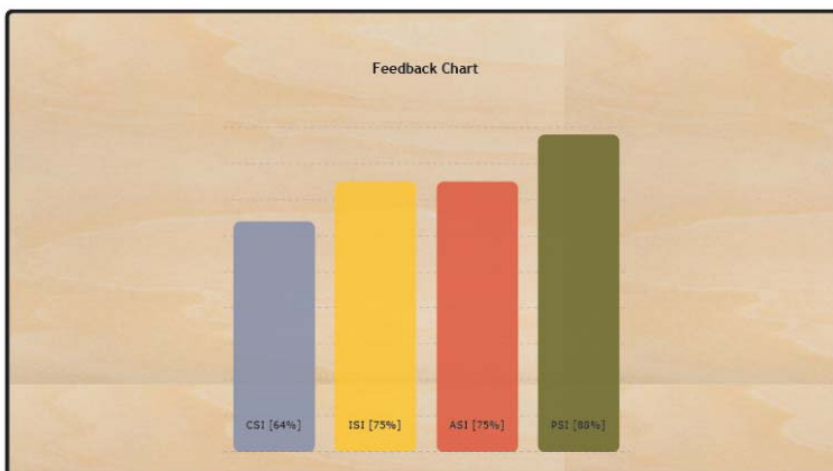
Online system of collecting feedback from all stakeholders

www.bscollegefeedback.org



Feedback Analysis

SL NO	FEEDBACK INDEX	INDEX SCORE(IN %)
1	CURRICULAM SATISFACTION INDEX (CSI)	64
2	INSTITUTIONAL SATISFACTION INDEX (ISI)	75
3	ALUMNI SATISFACTION INDEX (ASI)	75
4	PARENTS SATISFACTION INDEX (PSI)	88



Students Feedback on Introduction of new subjects in the Curriculum

Students who want new subjects of the university curriculum to be introduced in the college :- 95%		
SL NO	Subject	Yes (III %)
1	AGRO SERVICE	8
2	COMPUTER SCIENCE	8
3	GEOGRAPHY	58
4	LAW	8
5	MUSIC	8
6	PHYSIOLOGY	8

Students who want career oriented programmes to be introduced in the college :- 71%		
SL NO	Subject	Yes (III %)
1	Communicative skills	10
2	Basic Computers	21
3	Training for competitive examinations	17
4	Advanced computers	10
5	Web designing	7
6	DTP	14
7	Anything more	21

Students' Feedback on teachers

SL NO	Teacher Name	Department	SFS Score (IN %)
1	Swapna Sa Gupta	Bengali	79
2	Swarupa Bandyopadhyay	Bengali	83
3	Anita Gayen	Bengali	71
4	Tapan Das	Bengali	81
5	Prasanta Kumar Sen	Botany	86
6	Nityananda Ghosh	Botany	86
7	Argha Sarkar	Botany	84
8	Krishna Basu	Chemistry	94
9	Suchandra Biswas	Chemistry	94
10	Kazi Tuhina	Chemistry	90
11	Sudipta Chakraborty	Chemistry	95
12	Nirmalya Biswas	Commerce	93
13	Partha Pratim Pal	Commerce	78
14	Smt. Rina Chatterjee	Commerce	73
15	Nibedita Mallick	Commerce	84
16	Badal Barui	Commerce	85
17	Tilak Chatterjee	Economics	92
18	Saikat Bhattacharya	Economics	93
19	Sovona Mukherjee	Education	98
20	Tanusri Dey	Education	79
21	Kalyan Chattoapdhyay	English	88
22	Subhro Saha	English	85
23	Chhanda Basu	History	86
24	Sumana Basu De	History	85
25	Bhabesh Mondal	History	77
26	Susovan Pramanik	Information Technology	98

Annexure: IV

Profile Mapping of students

Bankim Sardar College also has the practice of identifying the diversity amongst students through the use of a profile mapping software conceptualized by the IQAC in terms of certain indicative

Parameters like-

- Academic Score
- Parental Empowerment score
- Propensity to Accept Task
- Propensity to Think
- propensity to Communicate
- Propensity to Use Tools
- Empowerment Quotient
- Knowledge Score
- Intelligence Score
- General Quotient

A survey on 600 students shows the average score to be –

PEM	AcceptTask_propensity	Thinking_propensity	Communicate_propensity	UseTools_propensity	mQ	Academic_score	Knowledge	Intelligence	gQ
31.3	30.9	25.8	28.9	37.1	30.7	54.0	42.0	44.7	49.0

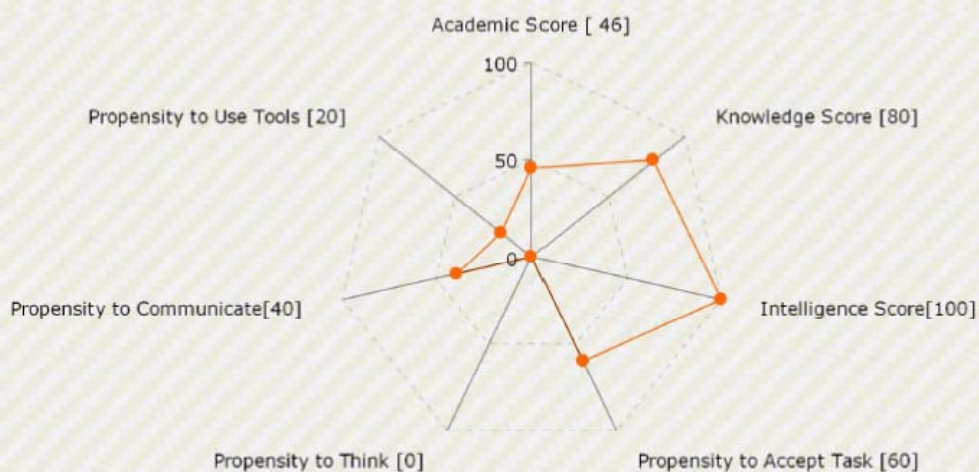
Sample Report-

Profile Mapping Report

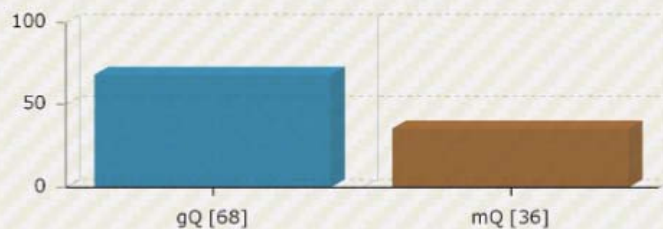
Personal Details :

College Name	: Bankim Sardar College	Session:	2014-15
Name	: TANIMA MANDAL	DOB	: 04/04/1996
Sex	: Female	Caste	: SC
Year	: 1st Year	Student ID	: BAG14FO324
Stream	: Arts	State	: WESTBENGAL
Family Empowerment	: 32		

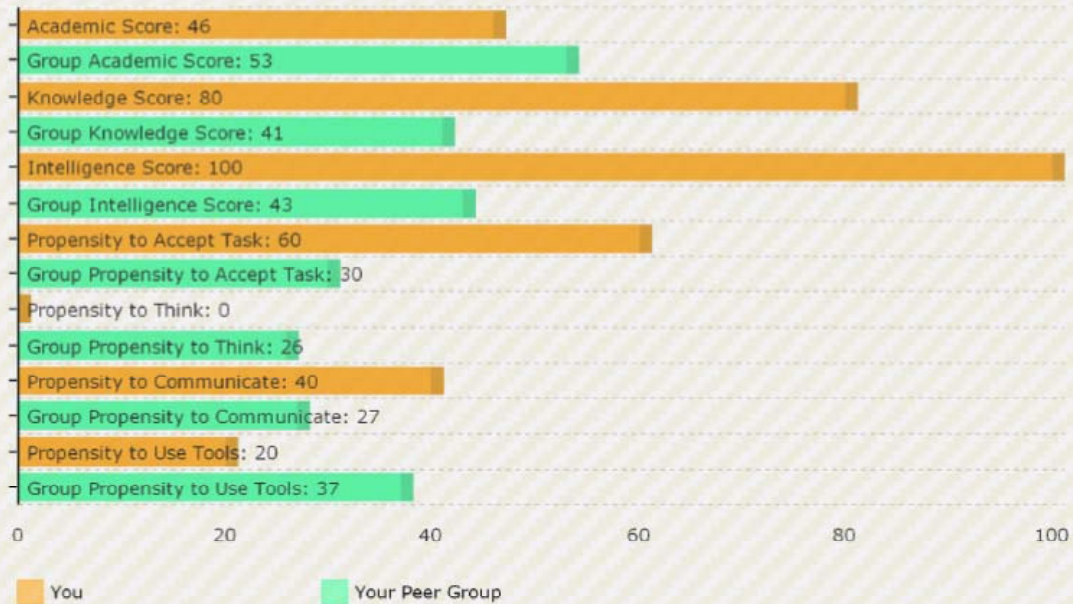
Profile Map :



gQ and mQ comparison :



Your gQ and mQ in comparison to your Peer Group:



How to Appreciate the Profile Map

First look into your

- **Academic Score** – reflects how good you are in your studies
- **Knowledge Score** – reflects how much you know
- **Intelligence Score** – reflects how good you are in solving problems

If these three scores are high your "general quotient" will be satisfactory

Then try to identify your propensities

- **Propensity to Accept Tasks** – tendency to believe on your own abilities which allows you to accept any task given to you
- **Propensity to Think** – tendency of applying your mind to any given task and seek solutions to such tasks
- **Propensity to Communicate** – tendency to receive other people's thought and also sending your thoughts to other people, in different situations and through diverse media
- **Propensity to Use Tools** – tendency to make use of tools towards fulfilling your functional requirements and be a task enabler

If these four propensities are high your "empowerment quotient" will be satisfactory.

Annexure: V

BANKIM SARDAR COLLEGE



TEACHERS APPRAISAL

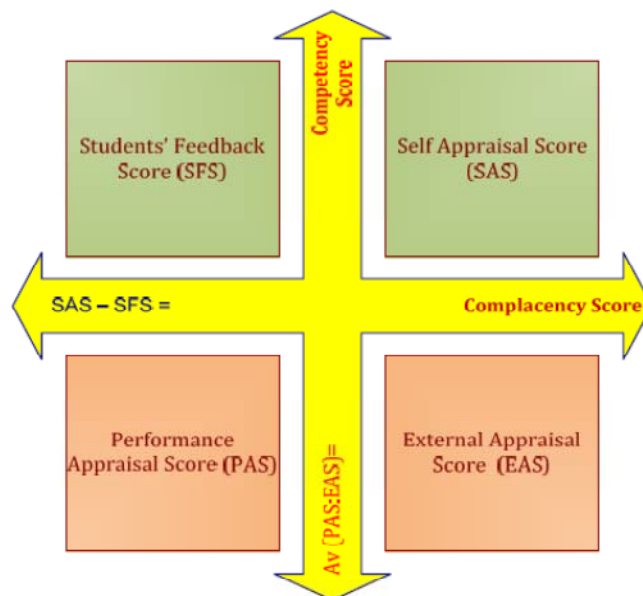
VISION

Faculty Empowerment

MISSION

Maximization of Competency

Minimization of Complacency



PROCESS

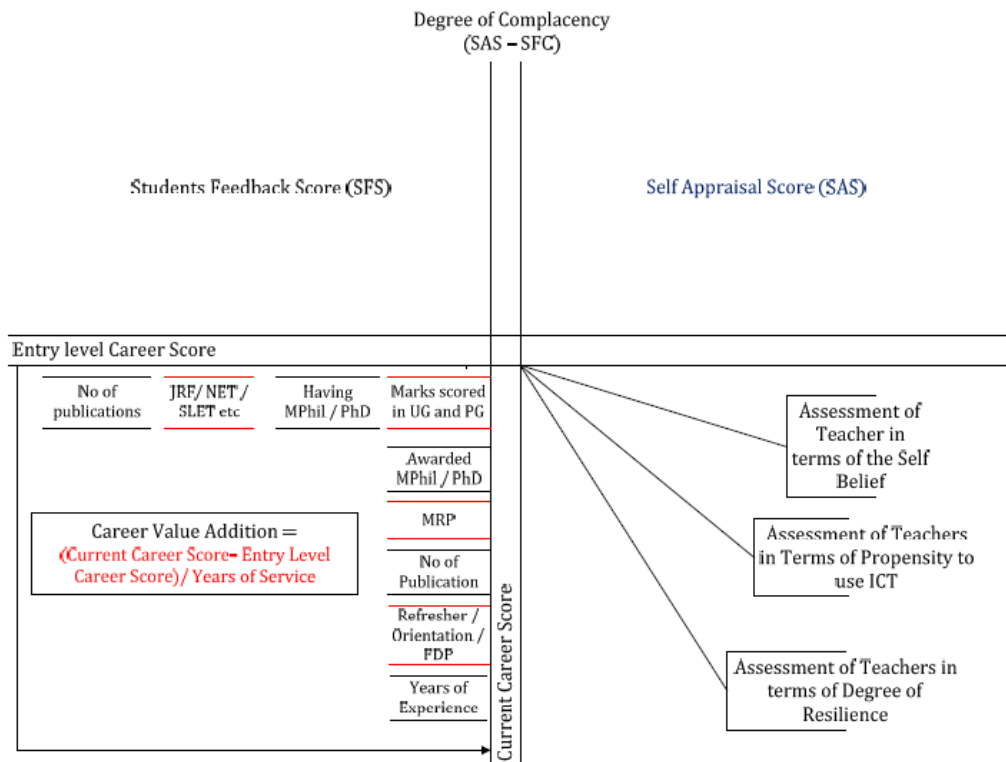
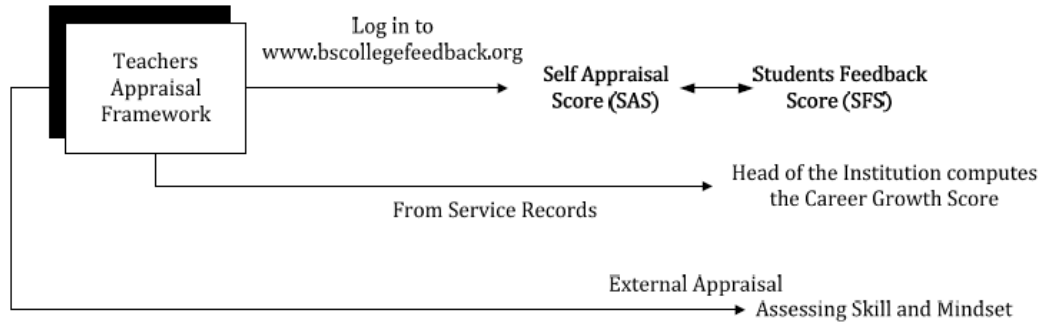
- Realistic Appraisal by the Teacher
- Objective Feedback from the Students
- Factual Appraisal by the Head of the Institution
- Questionnaire evaluation by External expert

PREPARED BY: INTERNAL QUALITY ASSURANCE CELL



TEACHERS APPRAISAL

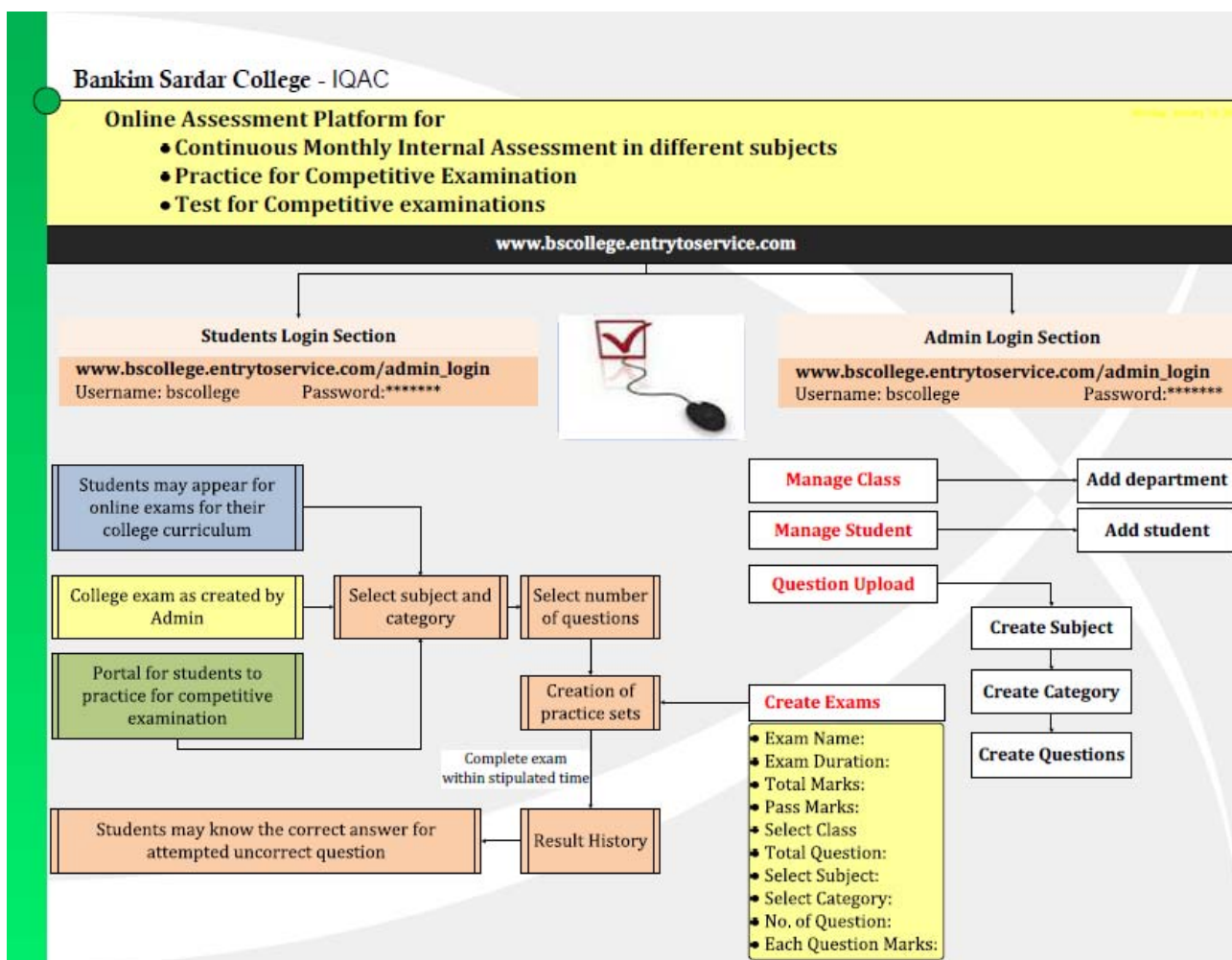
METHODOLOGY AND QUESTIONNAIRE



PREPARED BY: INTERNAL QUALITY ASSURANCE CELL

Annexure: VI

Online Assessment Platform:



Annexure: VII

College website:

Bankim Sardar College - IQAC

www.bscollelibrary.org

Home Rules OPAC Repository Links N-List

শ্রদ্ধা জানাই

তুমি কি জানো তোমার কলেজে লাইব্রেরী এখন তোমার হাতের মুঠোমত ।

[Log in to www.bscollelibrary.org](http://www.bscollelibrary.org)

এই ওয়েবসাইট তুমি কি কি সুবিধে পাবে

- ১) লাইব্রেরীতে কি কি বই আছে - Online Catalogue (OPAC)
- ২) লাইব্রেরীতে কোন বই এই মুহুর্তে পাওয়া যাবে - Issue Position
- ৩) বিশ্ববিদ্যালয়ের পাঠক্রম - Subject wise syllabus
- ৪) বিশ্ববিদ্যালয়ের পরিষ্কার প্রশ্নপত্র - Subject wise question papers
- ৫) খেট প্রশ্নের ডাভাডার - Question Bank • MCQ type / Short Question - **Prepared by your Teacher**
- ৬) প্রতি পঠ্য বিকল্প সফর্শ পট বোডস - Instructional sheets **Prepared by your Teacher**

তুমি গলে নুশী হবে এমন ধরনের লাইব্রেরী ওয়েবসাইট শুধুমাত্র তোমার কলেজেই আছে । এই ওয়েবসাইট অমহলের রব ।

তোমরা এই ওয়েবসাইটকে বখনত ব্যবহার করা অগামী মিলে এই ওয়েবসাইট আরো সচ্ছ হবে । আরো খাত উপযোগী হবে উঠবে ।

Rules of the library

Online Public Access Catalogue

Online database of books present in college library


Author Name

Book Search

Subject

Book Name

Bankim Sardar College Library Online Catalogue



Basic Search:-

Search Title :

Search Keyword :

Departmental Short Questions

Department :

Teacher :

Course :

Year :

Academic Session :

Departmental Syllabus

Departmental Academic Plan

Departmental University Question Papers

Departmental Short Questions

Departmental Instructional sheet

Higher Education

- UGC
- NAAC
- Higher Education Dept. Bilkash Bhavan

University of Calcutta

- Open Access Journals
- Open Access Books