



## Yearly Status Report - 2014-2015

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	BANKURA ZILLA SARADAMANI MAHILA MAHAVIDYAPITH
Name of the head of the Institution	SIDDHARTHA GUPTA
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03242-251194
Mobile no.	9434198500
Registered Email	sarada_06@yahoo.co.in
Alternate Email	siddharthagupta1958@gmail.com
Address	Nutanchati, Bankura, Pin-722101
City/Town	BANKURA
State/UT	West Bengal
Pincode	722101

<b>2. Institutional Status</b>	
Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Women</b>
Location	<b>Urban</b>
Financial Status	<b>state</b>
Name of the IQAC co-ordinator/Director	<b>Nityananda Patra</b>
Phone no/Alternate Phone no.	<b>919474144885</b>
Mobile no.	<b>9187704366</b>
Registered Email	<b>nityananda.patra1967@gmail.com</b>
Alternate Email	<b>sarada_06@yahoo.co.in</b>

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="https://portal.bzsmcollege.org/index.php/2019-01-17-07-54-08/aqar-report">https://portal.bzsmcollege.org/index.php/2019-01-17-07-54-08/aqar-report</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://portal.bzsmcollege.org/index.php/academics/college-calendar">https://portal.bzsmcollege.org/index.php/academics/college-calendar</a>

**5. Accrediation Details**

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
<b>1</b>	<b>B+</b>	<b>76.5</b>	<b>2007</b>	<b>31-Mar-2007</b>	<b>31-Mar-2012</b>
<b>2</b>	<b>A</b>	<b>3.03</b>	<b>2015</b>	<b>31-Mar-2015</b>	<b>31-Mar-2020</b>

<b>6. Date of Establishment of IQAC</b>	<b>31-Jan-2008</b>
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**7. Internal Quality Assurance System**

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Significance of value education in the present education system	15-Dec-2014 1	130
Workshop on Quality Enhancement Through IQAC Initiatives	10-Nov-2014 1	146
Seminar on Value Education and Sister Nivedita	23-Mar-2015 1	88
<a href="#">View File</a>		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Bengali	MINOR RESEARCH PROJECT	UGC	2015 720	205000
Bengali	MINOR RESEARCH PROJECT	UGC	2015 720	225000
<a href="#">View File</a>				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

No

Upload latest notification of formation of IQAC

No Files Uploaded !!!

**10. Number of IQAC meetings held during the year :**

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

- Internalising a cultural quality through sensitisation activity in terms of conducting workshop, seminar related to academic and overall holistic development of the college.
- Introduce a culture of incentivising method by providing seed money for publishing articles in UGC referred journals as well as writing books etc
- Internalizing a system of student support environment.
- Digitization
- Minimizing environmental degradation
- Development Programmes for Staff, Faculty and Students.

[View File](#)

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

Plan of Action	Achievements/Outcomes
Responsive Classroom Practices	Remaining sensitive to student needs through personal contacts, counselling, and mentor and mentee system. Providing timely intervention in the classroom. Continuous assessment and analysis of performance through feedback.
Supporting Students at Risk	Offering need based financial assistance like Half free, Full free studentship concessions and also providing incentive to the successful students of various departments through various endowment policies, Offering remedial classes.
Enrichment	Organizing Seminars, Workshops, Lectures etc.
To take feedback from the students	The students have the full facility to state their suggestions, complaints and grievances through feedback process provided by the college administration. In this regard, the follow up actions are initially discussed at the departmental meetings.
Timely Delivery of Curriculum	Planning and organization of teaching in advance and meticulously. Prominently displaying teaching schedules and time tables through college prospectus and leaflets circulated to the students during the period of admission.
To implement the plans which were already made in the previous session	AQAR Report of the year 201516 has been prepared and supposed to be uploaded on the College website. Smart classrooms have been provided. Computer training for nonteaching staff has been provided.
Technology up gradation	Computerization of administration has been taken into account. All financial and academic data are maintained in a digital database. The Xerox machine made by Richo has been purchased and installed by Modern Automations, Durgapur, is working in good
Library Up gradation	Several books and journals have been purchased through RUSA Fund and Colleges general fund on the basis of the book lists provided by the

	departmental teachers of the college.
Equity. No student left behind	Strict adherence to National policies and its related guidelines. Commitment to inclusive classroom by incorporating and treating advanced and disadvantaged learners equally and also respecting diverse socioeconomic backgrounds of the learners.
Timely Delivery of Curriculum	Planning and organization of teaching in advance and meticulously. Prominently displaying teaching schedules and time tables through college prospectus and leaflets circulated to the students during the period of admission.
<a href="#">View File</a>	

14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
GOVERNING BODY of the College	31-Mar-2015

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2013
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Date of Submission	19-Aug-2013
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17. Does the Institution have Management Information System ?	No
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## Part B

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

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

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

The main steps undertaken by our college for curriculum delivery are as follows:- Before the session begins Lesson plan of the respective subjects along with class routine are well circulated through college prospectus, website, displaying in the notice board etc. To know the efficacy of the lesson's plan, departmental meetings along with the students were convened after the expiry of at least one month's class where drawbacks of delivering of lesson plan were discussed threadbare and accordingly corrective measures/steps

were outlined and follow up actions intimated particularly to the head of the concerned departments for its implementations. Before at least one month of the final exam (Part I or Part II or Part III as the case may be) nitty-gritty of the lessons' plan along with classes delivered by the faculty members was elaborately discussed for finding out any deficiency of the completion of syllabus where the necessity of conducting extra classes, tutorial classes etc.were outlined equally for both advanced and dis-advanced students. The proceedings adopted in the departmental meeting were also discussed in the Teachers' council meeting to get everyone acquainted with the corrective measures where every member of the council had an opportunity to offer innovative ideas for proper delivery of curriculum. Finally to know the effectiveness of the curriculum delivery i.e. the teaching-learning lesson plan Feedback was taken after the completion of the final examination (Part I or Part II or Part III as the case may be). Thereafter, grievances of the students for overall improvement of the academic ambience of the institution were initially tabulated. These tabulated feedbacks again discussed threadbare initially in the departmental meetings for its resolution if it is viable to resolve and if they are not then it is forwarded to the Principal for its needful action. Some of the grievances found to be deficiency of syllabus were put forwarded to the concerned teachers, who happened to be the members of Board of Studies or Head Examiner, to place these grievances/deficiencies at the University forum for its necessary actions. All those above mentioned steps or corrective measures were well documented and discussed in the departmental meetings, IQAC resolutions and if needed in Governing Body resolutions.

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

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
CERTIFICATE COURSE IN COMPUTER APPLICATION	NA	11/02/2015	90	Focus on e mployability	Skill Development
CERTIFICATE COURSE IN SPOKEN ENGLISH TRAINING	NA	03/03/2015	90	Focus on e mployability	Skill Development
CERTIFICATE COURSE IN SPOKEN SANSKRIT TRAINING	NA	03/03/2015	90	Focus on e mployability	Skill Development

#### 1.2 – Academic Flexibility

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

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NA	Nil
No file uploaded.		

##### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NA	Nil

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

	Certificate	Diploma Course
Number of Students	103	Nil

**1.3 – Curriculum Enrichment**

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
CERTIFICATE COURSE IN SPOKEN ENGLISH TRAINING	03/03/2015	44
CERTIFICATE COURSE IN SPOKEN SANSKRIT TRAINING	03/03/2015	43
CERTIFICATE COURSE IN COMPUTER APPLICATION	11/02/2015	16
<a href="#">View File</a>		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NA	Nil
No file uploaded.		

**1.4 – Feedback System**

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
Alumni	Yes
Parents	Nil

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

Feedback Obtained
Initially, a feedback format is prepared in consultation with all the members of the Grievance Redressal Committee where some important queries reflecting teaching-learning process as well as holistic development of the college are placed. After that, the format is distributed among the students and the feedback is anonymous so that students may feel free to express their grievances, if any. Thus, the feedbacks received from the students are tabulated and these tabulated feedbacks are discussed threadbare initially in the departmental meetings for its resolution if it is viable to resolve and if they are not then it is forwarded to the Principal for its needful action. In certain cases, it is referred to the concerned authority for its final approval and to take necessary actions.

**CRITERION II – TEACHING- LEARNING AND EVALUATION**

**2.1 – Student Enrolment and Profile**

### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	NA	800	1732	723
BSc	NA	130	320	118
<a href="#">View File</a>				

## 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2014	841	Nil	13	Nil	13

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
40	18	4	6	6	4

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

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

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

Yes, there is a Students mentoring system available in each department of the institution where one teaching faculty or mentor is given the responsibility for mentoring a group of students or mentees. Problems raised by mentees are redressed through discussions, taking extra classes, supplying hard copies of power point presentations prepared by faculty members and used during class teaching.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1924	13	1:148

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
25	13	12	3	3

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2015	NA	Nil	NA

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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	203	3rd	06/04/2015	25/06/2015
BSc	203	3rd	06/04/2015	19/06/2015

[View File](#)

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college being affiliated to The University of Burdwan adheres to the syllabus prescribed by the University. The specialization and expertise of individual teachers plays an important role in the papers or topics allocated for teaching. Several faculty members are engaged in preparing class routine based on which teaching periods are allocated to every department. The academic improvement of students is mapped dynamically through continuous evaluation using different methods like internal assessments, assignments, presentations, students seminar, students projects, role play, group discussions, subjects quiz etc. Field visits of historical places, educational trips are undertaken by all the departments. Remedial classes are organised for the students requiring additional help. Regular feedbacks are taken from the students to improve teaching-learning method. Faculty members discuss departmentally regarding revamping of the syllabi of different departments and send feedback to the concerned departments of the University through members of Board of Studies.

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

The college adheres to the academic calendar as announced time to time by the University of Burdwan. Thus prior to the commencement of the academic session an academic calendar is notified which clearly specifies the date or time of various academic events including Test examinations which are conducted before commencement of final examination for betterment of the students by the college itself to take place during the session.

## 2.6 – Student Performance and Learning Outcomes

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

<https://portal.bzsmcollege.org/index.php/departments>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BSC	BSc	NA	30	12	40
BA	BA	NA	193	148	76

[View File](#)

## 2.7 – Student Satisfaction Survey

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

<https://portal.bzsmcollege.org/index.php>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	180	UGC	175000	175000
Minor Projects	180	UGC	194000	194000

[View File](#)

### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NA	NA	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	Nil	NA

No file uploaded.

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nil

No file uploaded.

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
NA	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	BENGALI	2	2.59
International	HISTORY	2	1.97

International	SANSKRIT	1	3.46
<a href="#">View File</a>			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
BENGALI	7
PHYSICS	2
PHILOSOPHY	2
<a href="#">View File</a>	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	Nil	0	NA	Nil
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	Nil	Nil	Nil	00
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	1	Nil	Nil
<a href="#">View File</a>				

### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Thalassamia Check Up Camp	BS Medical College Hospital, Bankura	6	72
Blood Donation Camp	BS Medical College Hospital, Bankura	8	48
NSS Special Camp	BZSM Mahavidyapith NSS Units	9	96
Traffic Awareness	Bankura District	7	64

Programme	Police		
Legal Awareness Programme	District Judges Court, Bankura	8	56
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	Nil
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Thalassamia Check Up Camp	BS Medical College Hospital, Bankura	Thalassamia Check Up Camp	6	72
Blood Donation Camp	BS Medical College Hospital, Bankura	Blood Donation Camp	8	48
NSS Special Camp	BZSM Mahavidyapith NSS Units	NSS Special Camp	9	96
Traffic Awareness Programme	Bankura District Police	Traffic Awareness Programme	7	64
Legal Awareness Programme	District Judges Court, Bankura	Legal Awareness Programme	8	56
<a href="#">View File</a>				

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NA	00	NA	00
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant

NA	NA	NA	Nil	Nil	00
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NA	Nil	NA	Nil
No file uploaded.			

#### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

##### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
8.55	8.55

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Others	Existing
<a href="#">View File</a>	

##### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Fully	2.0	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	Nil	Nil	329	72750	329	72750
Reference Books	Nil	Nil	219	48501	219	48501
Journals	Nil	Nil	9	5850	9	5850
CD & Video	76	28473	Nil	Nil	76	28473
e-Journals	Nil	Nil	1	5000	1	5000

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	Nil
No file uploaded.			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	0	0	0	0	0	0	0	0	0
Added	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0

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

4 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Lecture Capturing System(LCS)	<a href="http://bzsmcollege.org/portal/index.php?option=com_content&amp;view=article&amp;id=97&amp;Itemid=522&amp;lang=en">http://bzsmcollege.org/portal/index.php?option=com_content&amp;view=article&amp;id=97&amp;Itemid=522&amp;lang=en</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
Nil	36.1	8.55	46.91

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

For the purpose of maintenance of computers Annual Maintenance Contract or AMC is maintained with a company who deals in both hardware and software. For reprography there is modern automation system present in the institution. For other amenities like water purifying contract is maintained with Aqua guard and KENT. In case of building maintenance two engineers are engaged one of them is the District Engineer, Bankura Zilla Parisad and another is a Civil Engineer named Anupam Ganguli. They take care of repairing, renovation and other construction related to civil and electrical works of the college.

[http://bzsmcollege.org/portal/index.php?option=com\\_content&view=article&id=303:contact-details-for-](http://bzsmcollege.org/portal/index.php?option=com_content&view=article&id=303:contact-details-for-)

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	HALF FEESHIP FULL FREESHIP	91	38300
Financial Support from Other Sources			
a) National	Kanyashree Scholarship/Merit Cum Means/Rastriya Sanskrit Sansthan/SC/ ST/ OBC Scholarship	976	9679400
b) International	NA	Nil	0

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#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Guidance for competitive examinations	13/01/2015	47	BZSM MAHAVIDYAPTH, sarada_06@yahoo.co.in
Personal Counselling	08/09/2014	67	BZSM MAHAVIDYAPTH, sarada_06@yahoo.co.in
Career Counselling	15/12/2015	40	BZSM MAHAVIDYAPTH, sarada_06@yahoo.co.in
Soft skill development	15/12/2014	16	RAJIB GANDHI COMPUTER SAKSHARATA MISSION, 9474048770
Remedial coaching	11/11/2014	82	BZSM MAHAVIDYAPTH, sarada_06@yahoo.co.in

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2015	Competitive examinations	87	87	87	15

and Career  
Counselling

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	1	60

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2015	50	BA/BSc	Bengali, English, Sanskrit, History, Geography, Physics, Chemistry, Mathematics, Economics, Education etc.	The University of Burdwan, Rabindra Bharati University, Sidhu-Kanhoo University, The University of Calcutta, West Pont School of Education,, Saltora B.Ed College, Raipur B.Ed College, Udyog College of Education, Nikhil Banga Sikshan Mahavidyalaya etc	M.A., M.Sc, B.Ed

[View File](#)

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

Items	Number of students selected/ qualifying
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Nill	Nill
No file uploaded.	

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

Activity	Level	Number of Participants
Sports and cultural activities / competitions	Institution	140
<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 national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	00	Nill	Nill	Nill	00	00
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

A Student Union has duly been framed as per the University resolution and government orders issued by the State Governments consisting of one General Secretary, one elected Vice President and other representatives. Principal is the Ex Officio of the Student union and as per the government order General Secretary becomes a member of the Governing Body for a tenure.

**5.4 – Alumni Engagement**

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

95

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

20000

5.4.4 – Meetings/activities organized by Alumni Association :

2

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

**6.1 – Institutional Vision and Leadership**

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

Several committees have been formed in compliance with the University statute like Finance Committee, Purchase Committee, Development Committee, Provident Fund Committee, Service Book Committee, Students Union Advisory Committee, Grievance redressal Cell, Prospectus Committee, Admission Committee and overall the Teachers Council or academic council to help the administration in many ways. Meetings of these committees are convened as and when required and takes resolutions time to time as and when required and convey to the Principal. The

Principal places resolution taken by some important committees before the Governing Body for its final approval. Those committees consist of both teaching and non teaching staff of the college. This is the part of participatory management of the college.

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

Partial

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Teaching and Learning	<p>The college always promotes a student centric teaching learning method and tries to set examples of how teachers frequently move learning beyond the walls of the formal classroom. Teachers make sure that the lectures are sufficiently interactive and the tutorial system is further strengthened. Effort is made to orient the teaching faculties towards theoretical underpinnings of new pedagogic approach to enable the students to understand the importance of relating abstract knowledge to appropriate examples. Field visits of historical places, educational trips are undertaken by all the departments. Remedial classes are organised for the students requiring additional help. Regular feedbacks are taken from the students to improve teaching leaning method. The college has a well equipped Library for both students and faculty members.</p>
Curriculum Development	<p>The college adheres to the academic calendar and examination schedule as announced time to time by the University of Burdwan. The overall academic growth and quality improvement is inspected by the Departmental Heads and Principal, respectively and intimated to the Governing Body of the college and if needed, to the concerned departments, Govt. Of West Bengal. The specialization and expertise of individual teachers plays an importantrole in the papers or topics allocated for teaching. Several faculty members are engaged in preparing class routine based on which teaching periods are allocated to every department. Several faculty members are involved in Course Restructuring and Revision Committees constituted by University of Burdwan. Several faculty members</p>

	actively participate in University appointed examination committee to frame questions papers and evaluate examination scripts.
Examination and Evaluation	The academic improvement of students is mapped dynamically through continuous evaluation using different methods like internal assessment test, assignments, presentations, projects etc. Transparency is maintained in evaluation process. The Examination committee plays an important role to ensure smooth conduction of examinations. The practical examination is conducted with internal and external examiners appointed by the University of Burdwan.
Research and Development	B.Z.S.M. Mahavidyapith promotes research activities by providing financial support in terms of providing seed money for writing articles, books and so on and also sanctioning duty leaves, encouraging faculty to interact with faculty from other institutions, including those from abroad. There is a mandatory project work for the UG level students of Environmental Studies and MA in Environmental Studies under distance mode. Several minor projects are funded by UGC.
Library, ICT and Physical Infrastructure / Instrumentation	Fully equipped library with automation facilities. 2 full fledged Computer Labs. 6 Classrooms with projectors. 24 by 7 Wi-Fi Facilities
Human Resource Management	Faculty and Staff are encouraged to participate in self development programmes along with seed money provided as incentive to write articles. Project work, writing books and also for pursuing research Administration supports faculty, staff and students with necessary and relevant support to optimize their work. Annual Maintenance contract for all units offers 24 by 7 support for infrastructural requirements especially electricity, water supply and routine maintenance.
Industry Interaction / Collaboration	Departments are encouraged to make their courses of study relevant to industry.
Admission of Students	Online admission procedure was followed through the University website.

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

E-governance area	Details
Planning and Development	The college prepares plans and Detailed project Report or DPR by using computers.
Administration	The office is fully automated with several computers tied with LAN and internet facilities are available. Starting from admission, re admission, filling up of registration and examination forms, collection of different fees is done through CAMS.
Finance and Accounts	Human resource Management system or HRMS software has been installed by the college for generating pay bills, submission of claim bills to the DPI, Govt. Of West Bengal and Bankura Treasury subsequently by using HRMS software.
Student Admission and Support	Starting from admission, re admission, filling up of registration and examination forms, collection of different fees is done through CAMS software procured by college. In the Library the college has procured SOUL 2.0 software provided by the UGC.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2015	NA	NA	NA	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2015	NA	NA	01/07/2014	30/06/2015	Nil	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the	Number of teachers	From Date	To date	Duration
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professional development programme	who attended			
NA	Nil	01/07/2014	30/06/2015	0
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	3	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GSLI	GSLI	FULL/HALF FREESHIP

## 6.4 – Financial Management and Resource Mobilization

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

The college conducts internal audit through small committee comprising of the Principal, Bursar, Head Clerk and the Accountant. External audit is done by the External Audit Agency duly deployed by the state Government time to time.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA
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6.4.3 – Total corpus fund generated

0
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	External Audit Agency duly deployed by the State Government	Yes	BZSM Mahavidyapith
Administrative	Yes	External Audit Agency duly deployed by the State Government	Yes	BZSM Mahavidyapith

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

There are a few academic endowment prizes for the students contributed by the parents on annual basis amounting to Rs. 12,500/-

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

Training on 6 months Diploma in Computer Application or DCA conducted by Sanjay Gandhi Computer Saksharata Mission has been organised for the Non teaching Staff.

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

The institution has offered various certificate courses like Certificate Course in Computer Application, Certificate Course in Yoga Training, Certificate Course in Spoken English and Certificate Course in Spoken Sanskrit. To ensure effective teaching-learning importance has been given on the use of ICT and e-learning resources . The college has subscribed to a number of e-books and e-journals available in INFLIBNET. 2 Minor Research Projects have been sanctioned by UGC. Handbook on Professional Ethics is published by the college Governing Body in consultation with IQAC cell.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2014	One Day Workshop on Significance of Value Education in the Present Educational System	15/12/2014	15/12/2014	15/12/2014	58
2014	One Day Workshop on Quality Enhancement Through IQAC Initiatives	10/11/2014	10/11/2014	10/11/2014	60
2015	Seminar on "Value Education and Sister Nivedita" Sister	23/03/2015	23/03/2015	23/03/2015	54

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**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male

A Seminar on Civil Rights of Girls Students	08/03/2015	08/03/2015	130	24
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7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Installation of Solar Lamps in Hostel and College Campus , 5 percent power requirement has been met.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Rest Rooms	Yes	4
Scribes for examination	Yes	3

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2015	Nil	1	22/02/2015	2	Pulse Polio Programme	To eliminate poliomyelitis (polio) in India by vaccinating all children under the age of five years against the polio virus.	7

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
Handbook on Professional Ethics	22/07/2014	To pursue excellence in higher education, character building and overall development of an institution like Bankura Zilla Saradamani Mahila Mahavidyapith a code of conduct which is nothing but a set of ethical rules outlining the norms, responsibilities and practices for an

individual and committees, is indispensable. Thus, the rules and regulations included in this handbook published by the college Governing Body in consultation with IQAC cell are applicable for Principal, teaching staff, official staff and supporting staff. It is expected that staff members strictly adhere to the rules and regulations spelled out in this handbook failing which the action shall be taken as per the procedure laid down by Government of West Bengal and competent authorities.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NA	01/07/2014	30/06/2015	Nil
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Plantation of trees to make the campus eco friendly. Adoption of e filing system to reduce the wastage of papers. Restriction on smoking to make the campus smoking free zone. Plastic Free Zone. E waste Management.

**7.2 – Best Practices**

7.2.1 – Describe at least two institutional best practices

**A. Best Practices I:** 1. Name of the Practice: Students' Psychological Counseling. 2. Details in brief: Objectives of the Practice: Personality development and resolving any personal problems. The Context: Personality development for the choice of appropriate career options. The Practice: Students from all walks of life need professional guidance in order to excel in future life. Our college provides an opportunity to them whenever solicited for. 3. Benefit accrued: A good number of students have been benefited through this counseling done by the Counselor Dr. Sanu Bhattacharya, Associate Professor of Philosophy and having the specialized degree in this particular field. The counseled students have improved their results and some have become possible to get out of the personal worries and anxieties which make them happier to lead a normal life. 4. Impediments faced, if any: Students initially do not come forward for receiving psychological counseling due to their apprehension of failure in the process.

**B. Best Practices II:** 1. Name of the Practice: Playing National Anthem on campus on a daily basis. 2. Details in brief: Objectives of the Practice: Inculcating Patriotic Sentiment. The Context: National integration and secular outlook. The Practice: Playing the anthem-music everyday (except Sundays and other holidays) at 11:00 AM. 3. Benefit accrued: Students are very respectful and proud of the practice and abide by the norms meticulously. 4. Impediments faced, if any: No impediments

are faced for maintaining this practice.

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

<https://portal.bzsmcollege.org/index.php/about-us>

### 7.3 – Institutional Distinctiveness

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

Ours is the oldest girls college in the district of Bankura. The college had its inception in 1973 as a non-govt. private college under the University of Burdwan, in order to promote education and culture not only among the young girls of the district, but among those of its adjoining districts as well. The college was venerated with the holy name of Sri Sri MaaSarada. The objective for naming the college after Her was to preserve Her holy name in the museum of our recollection and follow Her noble ideals with hearts sincere and pure. Affiliation for admission of students to the General course in the Arts faculty was at first granted by the Burdwan University. Later the college was taken up by the Govt. of West Bengal under Govt. Sponsored Scheme with effect from 1st June, 1975. The college has been accredited with 'A' grade by the NAAC in 2015. Different activities for smooth running of the college are wholeheartedly taken up by all the staff members, both teaching and non-teaching, and also by the students. To this end cooperation from one and all of Bankura district is earnestly sought by our esteemed institution. Since inception of the college its academic output is outstanding and the ambience of the college and hostels is peaceful and student- friendly. Our mottos are Courage, dedication and discipline towards complete empowerment.

Provide the weblink of the institution

<https://portal.bzsmcollege.org/index.php>

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

Opening New UG Courses Introduction of regular PG courses Modification of Laboratories Modification of Gym with modern equipments Introduction of new units of NSS Introduction of more value based courses Introduction of mentor mentee system Organization of ICT enabled classes along with traditional chalk talk method