SELF STUDY REPORT

FOR

1ˢᵗ CYCLE OF ACCREDITATION

BANIPUR MAHILA MAHAVIDYALAYA

DR. BIDHAN CHANDRA ROY ROAD, BANIPUR, HABRA, 24 PARGANAS (N) 743233

banipurmahilamahavidyalaya.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Banipur Mahila Mahavidyalaya situated in **Banipur,** Habra, North 24 parganas, began its journey in the year 1999 as the first ever women's college across the sub-divisions of Barasat Sadar, Bongaon and Basirhat to cater to the higher educational needs of the women of the region.. The main constraints in this respect were the conservative mindset of the people of this region which hinders the education of the socially marginalized young women. The aim of the institution was to make the future of these women as bright as the extent of their very own intellects.

The college, affiliated to West Bengal State University, Barasat has developed over the years to cater to the growing needs of the female students of the area. A group of dedicated teachers work diligently to provide education to the students of the college to help them unleash their potential, ignite the flame of self confidence to present themselves to the society with their heads "held high".

Banipur Mahila Mahavidyalaya has expanded structurally with the construction of an annex building besides the main building. The college at present offers degree course in *Arts and Science (Honors and General stream)*. There are *13 UG departments* in the college. A number of new subjects has been introduced for the expansion and development of women's higher education.

Vision

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The vision of the college is '*Yatra Naaryastu Poojyante*…' – *where women are respected.* The college endeavors to build an environment where women are given due respect which is to get disseminated to the entire society. Our goal is to provide education to the young women of the 21st century thereby making them capable of standing for justice and economic independence. Banipur Mahila Mahavidyalaya aims towards ensuring women empowerment by providing essential education to the young women of the 21st century.

THE INSTITUTION HAS THE OBJECTIVE **"B-A-N-I-P-U-R":-**

1. **BENEFIT**Women's education through the maximum utilization of state of the art technology.
2. **ABHOR** Crimes against women like female foeticide, rape etc.
3. **NEGATE** Patriarchal mindsets.
4. **IGNITE** Dormant skills amongst the students.
5. **PURGE**Societal evils through the fire of determination.
6. **UNDERSTAND** individual needs of the students.
7. **REVIVE**lost values and ideals through recognition of self-ability.

Mission

"WE KNOW

　　WHAT

　　　WE ARE,

　BUT KNOW

　　NOT WHAT

　　　WE MAY BE."

----- WILLIAM SHAKESPEARE

The college aims to make the students realize the capabilities, make them aware of their strengths and bring it to fruition. We promote independent thinking; induce moral values among our cherished students.

Students are encouraged to participate in departmental seminars and thus develop their communicative skills. Their creativity finds expression in *wall magazines and graffiti*. The college has introduces yoga and karate courses for girls with a vision of an all round development of mind and physique. The college has introduced Distance Education under DODL of Kalyani University on 4 subjects i.e., *Bengali, Education, English and History* from the session 2017. *Spoken English and Computer training* classes are conducted to cater to the rising needs of the students.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- **Banipur Mahila Mahavidyalaya** is the college which is situated in Banipur, an educational hub that was named by **Late Dr Bidhan Chandra Roy,** as a tribute to **"Bani"**, the other name of goddess **Saraswati,** *the goddess of wisdom and learning.* Banipur Mahila Mahavidyalaya is the only women's college in Banipur.
- The environment around and within the college campus is serene and peaceful, free from political interference and violence, thus ensuring a safe, secured disciplined , ragging-free and hygienic campus.
- The college opens its doors and provides equal opportunities for students belonging to different social strata including the minority classes and first generation learners.
- The college serves its students with a group of well qualified and cooperating teaching and non teaching staff.
- The Physical Education Department of the college helps the students in developing a healthy body to ensure in cultivating a healthy mind resulting in the formation of a strong, confident and non-hesitant personality.
- The **National Service Scheme (NSS)** unit ensures in providing various kinds of social activities in the vicinity and the far off places.
- Each department has a well maintained **seminar library** for their respective honors students, providing them with enriched reference work.
- Extension lectures are arranged by all the departments for exposure beyond prescribed texts.
- Our college also has an active alumni which forms an important stake holder in the institutional

structure.

- . The college provides for a wide range of need and merit based financial assistance, apart from available govt. grants and schemes.

Institutional Weakness

- There is a paucity of funds in our college.
- Technological advancement is retarded due to like internet access and irregularity of uninterrupted power supply.
- There is no provision for gymnasium, canteen and ladies' hostel.
- The condition of the building still requires improvement and there is lack of sufficient space to carry out various activities like, there are lack of classrooms for remedial and tutorial classes and laboratories due to shortage of funds.
- The growth of the departments results in the need of several posts for the teaching and the non teaching staffs.
- There is a need of placement facilities.

Institutional Opportunity

- The students can avail the library and gymnasium of other colleges and the state central library as they are situated within 2 km radius of the college.
- The girls, maximum of whom are the **first generation learners**, can act as the **torch bearer of the knowledge** among the ignorant mass around their social circle, educating them about women's rights, liberation and career opportunities for becoming economically independent .
- We can help the students to develop a healthy body and healthy mind through **Physical Education classes and NSS programs** so that they can contribute in the upliftment of the under privileged part of the society.
- There is ample scope for the utilization of open space for the construction of more classrooms, hostels and so on. A well planned garden may also be created by consultation with competent authority. There is also place for introduction of more subjects.
- There is a scope for publication of online journals with **ISSN** number.
- Special classes and tutorials can be provided for the students according to their requirement.
- **Basic Computer Course** enables the students to acquire skills relating to information technology which equip them to face the challenges of the modernized world.

Institutional Challenge

- The mentality of the students need to be broadened. They must be made aware of their career opportunities and the attainment of their economical independence.
- The dearth of the uninterrupted power supply and internet access should be availed in eco friendly way, like the usage of solar power and so on.
- Repeated requests should be made to the **MLA, MP** and **UGC** for getting adequate grants for the improvement of the various infrastructure of the college.
- Step must be taken to improve the condition of the building and other associated structures of the college.

- There is a need for the expansion of the college because more classrooms, an auditorium and a science laboratory are required urgently.
- There is a need to start new vocational courses for the students.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- The Institution follows the curricula set by its affiliating university, the West Bengal State University, in all its UG Courses. Hence, there is little scope of self-appointed decision-making in implementing these curricula.

- The College tries to make the curricula approachable to the students in its own way. For instance– Use of ICT and smart classes for effective dissemination of the curriculum to the students.
- Special attention is given to students in need. Number of certificates/ Diploma programs introduced in the college during the last five years is 10 in number from which the students have benefitted a lot.
- The percentage of new courses introduced during the last five years is 25.
- Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years 15.99.
- The students are sensitized about various gender-related issues relevant in today's socioeconomic and socio-cultural framework through various talks and celebration of days like on Women's Day. Since this is a woman's college, special emphasis is given on their safety and protection in today's world.
- The NSS units of the college carry out various programmers for environmental awareness.
- The Political Science Syllabus includes wide exposure to the Study of Human Rights and various social movements.
- The college has undertaken a plan for rain water harvesting in order to conserve water to cater to the requirements of the college.

Teaching-learning and Evaluation

- Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years is 75.78.
- The institution assesses the learning levels of the students, after admission and organizes special programs for advanced learners and slow learners.

The college has a mechanism to identify the weaker and the promising students through class tests, mid-term examinations etc.

- Measures taken for the weaker students and slow learners include :Remedial, coaching and tutorial classes.
- Teachers provide need-based guidance to the advanced learners.
- The student and full time teacher ratio is 36:68.
- The average enrolment of students of last five years is 64.78.
- Average pass percentage of students in our college is 58.33.
- Average percentage of full time teachers against sanctioned posts during the last five years is 68.33.
- Average percentage of teachers with PhD during the last five years is 21.53.

- Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences; like-practical classes and field works are taken under direct supervision of the concerned subject teachers. Excursions are undertaken by the department of Education.

- Innovation and creativity in teaching-learning process are :-

1. Teachers publish articles and chapters in various journals which help to increase their knowledge and exposure which can then be disseminated to the students.

- There is an effective mechanism for evaluation of the students.

Research, Innovations and Extension

- The College has formed the IQAC that looks after the smooth Academic Functioning of the College. IQAC has formed a Research and Development Cell equipped to guide faculty with information regarding workshops, seminars, conferences and faculty development programmers.
- The IQAC has taken initiative to publish a peer-reviewed multi disciplinary journal, LIBTALK with ISSN number.
- Teachers have publications in U.G.C. journals and books.
- The Institution conducts major Activities during the year in the sphere of extension activities and Institutional Social Responsibility. Jigra a village in Tarakeswar, Bahirkhand has been partially adopted by the college as part of its outreach program me. The mission has been named after Sister Nivedita by the IQAC. A playground is being prepared for the under privileged children of the village.
- There is a Students' Welfare Committee that looks after students' welfare, identifies economically backward students and helps them with books and other necessary stationeries.
- NSS activities of the college include organizing several Awareness Camps like Dengue and Cancer Awareness, AIDS Awareness, Drug Abuse. A Thalassemia detection Camp was organized in the college as part of Extension activities. A charitable homeopathy Dispensary is run in the college premises on Saturdays after college hours. A Hand wash program me was arranged for the children of the nearby slum dwellers as part of "Swachh Bharat Abhijan". The NSS unit of the college holds lectures on life and personalities of eminent people.

Infrastructure and Learning Resources

- The institution gives top priority to infrastructure development in order to ensure effective teaching and learning.
- The policy of the college regarding infrastructure is consistent with the needs of the institution, for example, a clean, green campus, with spacious, well ventilated lecture halls equipped with adequate furniture, lights and fans ,availability of audio visual tools in most of the classrooms, using resources optimally to carry out curricular, co-curricular and research activities and so on.
- True to the vision of the college, the holistic development of the students is achieved by providing them with opportunities to develop their talents and skills. Some of the strategies employed are:
    1. Sports Day is conducted with great enthusiasm.

2. Important National days and festivals are observed with the participation of the entire college etc.

- Banipur Mahila Mahavidyalaya is using Koha, which is a browser-based open source integrated library system.
- Average percentage of budget allocation excluding salary for infrastructure augmentation during the last five years is 23.85.
- The college has maintained its IT infrastructure and facilities in keeping with the current needs and trends.
- We have the availability of remote access to e-resources in the library.
- There are several security policies for the computer lab like entry to the Computer Lab should be restricted to authorized users only and many more.
- Standby power generator is provided for continuous supply wherever necessary.

Student Support and Progression

- Banipur Mahila Mahavidyalaya does not entertain the formation and working of any Students Union.
- Average percentage of students benefitted by scholarships and freeships during the last five years is 54.88.
- The institution has a transparent mechanism for addressing the grievances of the student timely including sexual harassment and ragging cases. Till now there is no report of ragging and sexual harassment in our college.
- Percentage of student progression to higher education is 30.6.
- Average number of sports and cultural activities/competitions organized at the institution level per year is 9.4.

- The General Secretary is a member of the Governing Body of the college and she plays an important role in making decisions of the institution. She takes active role in arranging excursion, various cultural programs, sports, NSS programs, seminars, social outreach programs and other activities.
- The Alumni Association of Banipur Mahila Mahavidyalaya has been established in 2011. It is registered under the Society Act. Ex Principal of this college and one ex-teacher are also honorable members. They encourage and motivate the current students in various ways – formally and informally, especially during orientation and counseling at the time of admission. They organize different cultural programs which help in developing the cultural side of this institution and also in mental development of the newly admitted students. Recently, the members of the association have developed a fund with their own contributions.

Governance, Leadership and Management

- The institution has an effective management Information system. Data of students' admission, fees, and examinations are maintained thoroughly by the office. Data related to accounts, salary and other expenses are maintained through a computerized based system.

- The Teachers' Council is a statutory advisory body and it holds meetings at regular intervals, the decisions wherein are passed on to the other members..
- The college runs as per the government rules and the university statute.
- Participative management is practiced primarily through suggestions and recommendations of the teachers at academic and infrastructural levels. Students' views are reflected in their feedback conveyed through the students' representatives, feedback forms and interaction with teacher-mentors.
- The institution has effective measures for teaching and non teaching staff.
- Average percentage of teachers attending professional development program is 29.64.
- The college has received Rs 3300000 for the construction of an annex building in 2016.
- The IQAC was formed on 22nd of April, 2014.
- The average number of quality initiatives by IQAC for promoting quality culture per year is 2.6.
- The various sub-committees of the college are active as statutory advisory bodies that conduct meetings at regular intervals and recommends necessary actions. The Principal acts as the Chairperson of all the sub-committees and forwards the recommendations of these committees to the Governing body for implementation, like, academic subcommittee, finance subcommittee, building subcommittee etc.

Institutional Values and Best Practices

- Banipur Mahila Mahavidyalaya which is an all girls' institution has from time to time arranged for different programs to ensure the safety and security of our students.
- The institution strives to maintain a clean and healthy campus, like,
    1. Dustbins are provided everywhere to discard the solid wastes.
    2. A person has been appointed with the task of keeping the college clean.
    3. A flying squad comprising of four teachers has been formed and their duty is to ensure that cleanliness is maintained within the campus.

- Our college in order to propagate eco-friendliness has made it mandatory to maintain a plastic free campus where neither the students nor the staff members are allowed to use plastic on the campus as much as possible.
- Our college Banipur Mahila Mahavidyalaya has a very active cultural cell and has from time to time arranged for the celebration of the birth anniversary and remembrance on the death anniversary of great personalities. For example- Rabindranath Tagore, Swami Vivekanda, Mahatma Gandhi, APJ Abdul Kalam and so on.
- Other festivals like Holi, Saraswati Puja, etc are also celebrated in our college campus.
- Two institutional best practices are student benevolent fund and physical education.
- The annual lighting power requirement (in Kilowatt) is 2600.
- The institution provides best financial assistance to students. We have student's benevolent fund, first-aid facility, psychological counseling etc.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	BANIPUR MAHILA MAHAVIDYALAYA
Address	Dr. Bidhan Chandra Roy Road, Banipur, Habra, 24 Parganas (N)
City	Habra
State	West Bengal
Pin	743233
Website	banipurmahilamahavidyalaya.org

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Bidisha Ghosh Dastidar	03216-238243	8017874525	-	banipurmahilamahavidyalaya@gmail.com
IQAC / CIQA coordinator	Mahua Basu	033-25550566	9830655792	-	mahua.basu@yahoo.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	01-10-1999

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
West Bengal	West Bengal State University	[View Document](#)

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	27-05-2009	[View Document](#)
12B of UGC	17-02-2016	[View Document](#)

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	Dr. Bidhan Chandra Roy Road, Banipur, Habra, 24 Parganas (N)	Semi-urban	8.7	10000

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English	36	Higher Secondary		40	28
UG	BA,Bengali	36	Higher Secondary		80	51
UG	BA,Education	36	Higher Secondary		36	14
UG	BA,Political Science	36	Higher Secondary		36	4
UG	BA,Sociology	36	Higher Secondary		50	2
UG	BA,History	36	Higher Secondary		20	10
UG	BA,Physical Education	36	Higher Secondary		215	136
UG	BA,Philosophy	36	Higher Secondary		215	136
UG	BA,Geography	36	Higher Secondary		215	136
UG	BSc,Botany	36	Higher Secondary		25	2
UG	BSc,Zoology	36	Higher Secondary		25	2
UG	BSc,Anthropology	36	Higher Secondary		25	2
UG	BA,Sanskrit	36	Higher Secondary		215	136

Position Details of Faculty & Staff in the College

Teaching Faculty											
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				2				11
Recruited	0	0	0	0	0	2	0	2	2	7	0	9
Yet to Recruit				0				0				2
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				13
Recruited	6	0	0	6
Yet to Recruit				7
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	0	2	0	2
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	1	0	0	3	0	4
M.Phil.	0	0	0	0	0	0	0	2	0	2
PG	0	0	0	0	1	0	2	2	0	5
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	15	0	15
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	0	2	0	2
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	0	15	0	15

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	246	1	0	0	247
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	64	77	76	62
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	4	4	1	2
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	0	50	28	75
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	184	120	186	135
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		252	251	291	274

Extended Profile

1 Program

1.1

Number of courses offered by the institution across all programs during the last five years

Response: 282

1.2

Number of self-financed Programs offered by college

Response: 00

1.3

Number of new programmes introduced in the college during the last five years

Response: 00

2 Students

2.1

Number of students year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
668	665	659	613	524

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
166	150	119	104	102

2.3

Number of outgoing / final year students year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
180	160	161	136	82

2.4

Total number of outgoing / final year students

Response: 720

3 Teachers

3.1

Number of teachers year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
22	20	24	25	22

3.2

Number of full time teachers year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
11	08	07	08	07

3.3

Number of sanctioned posts year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
13	13	13	13	13

3.4

Total experience of full-time teachers

Response: 100.5

3.5

Number of full time teachers worked in the institution during the last 5 years

Response: 13

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 08

4.2

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
57.64735	73.95137	83.27737	24.62160	28.40717

4.3

Number of computers

Response: 10

4.4

Unit cost of education including the salary component(INR in Lakhs)

Response: 0.27

4.5

Unit cost of education excluding the salary component(INR in Lakhs)

Response: 0.0862

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The initiatives taken by the college in this respect are:

1. The Institution follows the curricula set by its affiliating university, the West Bengal State University, in all its UG Courses. Hence, there is little scope of self-appointed decision-making in implementing these curricula.
2. Still, the College tries to make the curricula approachable to by the students in its own way. For instance –

- The curricula is effectively implemented by dividing it into two parts every year, which are evaluated at the end of their durations respectively in the months of November (through midterm tests, which are evaluative in nature and are held by thee College) and January-March(through the selection test examinations as per the affiliating University), and,
- New academic courses have been initiated like Anthropology, Botany, Zoology and Geography from this academic session to fulfill the entire curricula set by the affiliating University. Honours in History have also been initiated from this academic year.
- Use of ICT and smart classes for effective dissemination of the curriculum to the students.
- The College believes in holding interactive discussible classes with the students instead of monotonous and long lectures, in view of its objectives.
- Student feedback is taken formally to get their opinion about the implementation of the syllabus.
- The College even tries to resolve all their complaints provided by them in their feedback in whatever way it can without going against the decision of the affiliating University.
- Also, Parent-Teacher meetings are held annually to do the same.

Howsoever, restrictions imposed by the affiliating University on the College, more or less, hinder the College to do anything even moderately productive in the field of subject curriculum implementation and development.

1. The institution regularly conducts meetings during which the test results and performance of the students are taken into account.
2. Regular review of student performance is discussed and, when necessary, the guardians are informed.
3. Special attention is given to students in need.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 3

1.1.2.1 **Number of certificate/diploma programs introduced year-wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
02	1	0	0	0

File Description	Document
Details of the certificate/Diploma programs	[View Document]()

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 5.36

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	1	1

File Description	Document
Details of participation of teachers in various bodies	[View Document]()
Any additional information	[View Document]()

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 0.35

1.2.1.1 How many new courses are introduced within the last five years

Response: 01

File Description	Document
Details of the new courses introduced	[View Document]()

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 0

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

File Description	Document
Name of the programs in which CBCS is implemented	[View Document](#)

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 0

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

- A course on Environmental Science, specified by the affiliating University, is mandatory for all the Undergraduate First year students. This helps to create awareness among the students about va5rious environmental issues.
- The students are sensitized about various gender-related issues relevant in today's socioeconomic and socio-cultural framework through various talks and celebration of days like on Women's Day. Since this is a woman's college, special emphasis is given on their safety and protection in todays world.
- The NSS units of the college carry out various programmes for environmental awareness.
- The Political Science Syllabus includes wide exposure to the Study of Human Rights and various social movements.

In order to conserve water:

- The college has undertaken a plan for rain water harvesting in order to conserve water to cater to the requirements of the college.

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 0

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 0

1.3.3.1 Number of students undertaking field projects or internships

File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise

Response: C. Any 2 of the above

1.4.2 Feedback processes of the institution may be classified as follows:

Response: D. Feedback collected

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of students (other states and countries)	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 64.67

2.1.2.1 Number of students admitted year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
274	291	251	250	236

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
469	454	379	371	351

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 71.75

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
139	105	95	68	61

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

The college has a mechanism to identify the weaker and the promising students through:

i) Class tests which are taken by the subject teachers after a portion of the syllabus is completed.

ii) Mid-term examination which is organised centrally by the college to assess the capabilities of the students.

Thereafter certaih measures are taken for the weaker students and slow learners like :

i) Remedial coaching and Tutorial Classes are arranged by the respective subject teachers in which the student has fared poorly.

ii) Guardians are also called for interaction and counseling and also to get an insight into the socio-economic conditions of the students. The teachers then try to rectify the situation through counselling of the concerned students.

For advanced learners the measuresd that are taken include:

i) Teachers provide need-based guidance to the advanced learners.

ii) Library facility with reference books are maintained.

iii) Special tutorials are also arranged for them.

iv) Teachers also help the students by giving them extra reference books.

v) Students can get in touch with the teachers at any time through various social apps like messenger or whatsapp.

vi)They are motivated to refer to advanced texts and journals some of which are available in the College library.

2.2.2 Student - Full time teacher ratio

Response: 697:19

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.3 Teaching- Learning Process

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

Response:

Certain measures are undertaken to facilitate student centric methods. Student centric learning is taken care of by the college through several means. these include:

1. Practical classes and field works are taken under direct supervision of the concerned subject teachers. Excursions are undertaken by the department of Education.
2. Lectures with Demonstration are adopted by many departments such as Political Science, English, Education and Sociology .
3. LCD/LED Projection and slide presentations are done by the subject teachers.
4. Student centric learning is further facilitated by Group Discussions,Debating, preparation of Wall Magazines and college Magazine.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 26.32

2.3.2.1 Number of teachers using ICT

Response: 5

File Description	Document
List of teachers (using ICT for teaching)	[View Document](#)

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 63.36

2.3.3.1 Number of mentors

Response: 11

File Description	Document
Year wise list of number of students, full time teachers and students to mentor ratio	[View Document](#)

2.3.4 Innovation and creativity in teaching-learning

Response:

 Innovative teaching approaches are introducedto the students in several ways.

1. Many of the departments use internet based web resources.
2. Many departments make use of LCD projectors for classroom teaching.
3. Members of the faculty are motivated to participate in research work.
4. The college also encourages the teachers to take up Minor/MajorResearch Projects and other Faculty Development Programmes. This was not possible earlier since the 12B affiliation of the UGC was given to the College only in 2016 only.
5. Many of the teachers also publish articles and chapters in various journals which help to increase their knowledge and exposure which can then be diseminated to the students.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 63.08

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 28.7

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	3	1	1	3

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 5.29

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	View Document

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 5.36

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	1	1

File Description	Document
Institutional data in prescribed format	**View Document**

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	**View Document**

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

As an affiliated college, it is essential to follow all the guidelines and adopt all the reforms initiated and issued by the university. At UG level, there is hardly any scope for the college to introduce anything new into the examination system. However, the college conducts examinations prior to the university examinations to assess the level of preparations of the students. Class tests are regularly taken by the respective subject teachers.which enables the students to assess their ability and to improve their preparations. Mid term examinations are taken by the College so that the weaker students can get an opportunity to rectify their mistakes and improve their grades prior to the University examinations.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The subject teachers take regular class tests, the results of which after assessment is discussed in class. The college conducts mid term tests every yeasr. the Academic Sub committee maintains records of all tests and if any student wishes to review her paper there is a mechanism in the college for it. The teachers discuss the test questions with the students and clear their doubtsd in class.Results of these examinations are notified to students. Overall results are discussed in the teachers meetings. Sometimes, students are encouraged to participate in group discussions in class and they are marked according to their

performance.

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

Response:

The College has a defined policy for evaluation (internal) of the students which is duly communicated to the faculty members as well as the students at the beginning of each academic session.

- The eligibility conditions for appearing in the university examinations are communicated to the students as well as the guardians.
- The college conduct different examinations to evaluate the performances of the students. Students attendance in the examinations is mandatory.
- Results are communicated to the students.
- The evaluated answer scripts are always shown to the examinees.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

Before the commencement of each academic year an academic calendar is published. This academic calendar is prepared in consultation with all the Headsof the Departments and the faculty members.Each department prepares their teaching plans for each paper.This Plan includes

- distribution of the syllabus among the teachers.
- methodology for implementation of the plan
- framing of the time table and teaching techniques

accommodation of field works, excursions, practical classes.

There is an effective mechanism for evaluating performances of the students and the usefulness of the system. This includes:

- Time table for syllabus completion is followed sincere
- Internal assessments/Mid-term tests/class tests are held to assess students progress.
- College conducts internal tests over the entire syllabus well ahead of university examinations so that the students can get a clear notion about their preparation.

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 on website and communicated to teachers and students

Response:

1. All results are communicated to the students by uploading it on the college website.
2. Other than this, the results are also displayed on the college notice board.
3. Teachers discuss the results with the students ib class. Specific cases are taken up by the teachers and the students are assisted to get a review of their answer scripts done if need be.
4. The teachers help the students to understand their flaws by discussing the previous years' questions in class.
5. The College website also provides all data regarding University Examinations by publishing the Gazette.
6. All Program outcomes are regularly discussed in the meetings of the Academic Sub Committee as also in the departmental meetings.
7. Students are made aware during the time of entry about the overall results of previous years so that they can set their own target.

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The progress and performance of every student is closely monitored through
i) Examinations
ii) Classroom interactions
iii) Question-Answer sessions and
iv) The seminars organized in the college.
After each internal assessment, the results are published in the college notice boards.

- Students can see the evaluated answer scripts.
- Teachers address the needs of the students according to their performances in the examinations.
- Special care is taken to monitor the performance of the slow learners.
- Tutorials and remedial classes are organized.
- Students feedbacks are also collected.
- Guardians are inducted into this process through the Parent-teachers meetings.
- After the declaration of University results, the same is displayed on the College notice board.

2.6.3 Average pass percentage of Students

Response: 58.33

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 105

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 180

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 2.91

File Description	Document
Database of all currently enrolled students	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of project and grant details	[View Document](#)

3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0.08

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 1

File Description	Document
Supporting document from Funding Agency	[View Document](#)
List of research projects and funding details	[View Document](#)
Funding agency website URL	[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

Innovative processes are adopted by the institution in Teaching and Learning. The Institution takes initiatives for creation and transfer of knowledge. Classroom lectures are made effective by using innovative methods and aids like Power Point Presentation, slide shows and maps. Interactive sessions, departmental seminars and debates are arranged periodically. Student projects like wall-magazines, art and craft exhibitions are arranged annually. The Faculties of each department identifies slow- learners and plans tutorials and special classes for them. The institution ensures that more student friendly technology is used for teaching learning process.

The College has formed the IQAC that looks after the smooth Academic Functioning of the College. It prepares academic calendar with list of holidays, and examination schedules in consultation with the Academic subcommittee, holds regular review meetings with the Principal, faculty and staff, and other stake holders like the Students, Parents and Alumni Association. Online Admission procedure is overseen in consultation with the Admission Sub-Committee and other stake holders. IQAC has formed a Research and Development Cell equipped to guide faculty with information regarding workshops, seminars, conferences and faculty development programmes. It has taken iinitiatives to publish a peer-reviewed multi-disciplinary journal LIBTALK with ISSN number. A three member Committee is formed by the IQAC that takes feedbacks from students, teachers and alumni and analyses for quality assurance. It advises departments to arrange for Special Extension Lectures at Departmental levels. The College has introduced a Creative Week to be organized by the cultural sub-committee every year before the onset of Autumnal festivals to create an environment of carnival and invest in the multifaceted talents of the students. Different types of competitions are organized during this week like Music, Dance, Art and Craft, Yoga, Dry-cooking, Elocution etc.

The administration agrees to the proposals of IQAC for students' welfare. The institution arranges for concessions and financial aids for students coming from lower income group. The institution arranges for several Government grants for students belonging to the reserved category.

File Description	Document
Link for Additional Information	[View Document](#)

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

File Description	Document
List of Awardees and Award details	View Document

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.08

3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	2	0	0	1

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 4.27

3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	15	7	8	3

File Description	Document
List books and chapters in edited volumes / books published	[View Document](#)

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

The Institution conducts major Activities during the year in the sphere of extension activities and Institutional Social Responsibility. Jigra, a village in Tarakeswar, Bahirkhand has been partially adopted by the college as part of its outreach programme. The mission has been named after Sister Nivedita by the IQAC. A playground is being prepared for the under privileged children of the village. Text books have been distributed among the poor students. Students of the college accompanied by the Principal and teachers periodically visit the village and take part in social activities, like imparting primary education, motivating them to join school and teaching them that learning is fun. The Project proposal has been submitted by the NGO in collaboration with which the College is conducting the Extension Programme and work is in progress accordingly.

NSS activities of the college include organizing several Awareness Camps like Dengue and Cancer Awareness, AIDS Awareness, Drug Abuse. A Thalassemia detection Camp was organized in the college as part of Extension activities. A charitable homeopathy Dispensary is run in the college premises on Saturdays after college hours. A Hand wash programme was arranged for the children of the nearby slum dwellers as part of "Swachh Bharat Abhijan". The NSS unit of the college holds lectures on life and personalities of eminent people and inculcates a system of value education. January 12 to January 19 is observed as the NSS week with a week-long programme lined up every year.

There is a Students' Welfare Committee that looks after students' welfare, identifies economically backward students and helps them with books and other necessary stationaries.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 1

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	1

File Description	Document
Number of awards for extension activities in last 5 years	[View Document](#)
e-copy of the award letters	[View Document](#)

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 16

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3	5	2	4	2

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	[View Document](#)

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 16.12

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
100	100	100	100	100

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	[View Document](#)
Any additional information	[View Document](#)

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 0

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	[View Document](#)

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance,other universities etc. during the last five years	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The institution gives top priority to infrastructure development in order to ensure effective teaching and learning.The infrastructural needs identified are communicated to the Governing Body (GB). After getting the approval of the GB, the required information and assistance are obtained from competent firms and the necessary actions are taken

The policy of the college regarding infrastructure is consistent with the needs that arise as a result of academic development.

The policy is as follows:

- To meet the need of upgrading/ creating infrastructure to support quality education and promote good teaching-learning environment
- To provide maximum available resources for development of infrastructure
- To use resources optimally to carry out curricular, co-curricular, extra-curricular and research activities
- To ensure to upkeep and maintenance of available infrastructure
- Fund-raising from various resources like government funding agencies under various schemes
- A clean, green campus, with spacious, well ventilated lecture halls equipped with adequate furniture, lights and fans ,technology enabled learning spaces
- Proposed for well equipped science labs to facilitate newly permitted Bio-Science Courses

Botanical Garden

The college has a lush green wide space and a garden with different plants from various ecological groups, members from all groups and families, rare and endangered species and plants from different agroclimatic zones.

Specialized facilties and equipment for teaching, learning and Research:

• Well stocked library, departmental libraries

• Spacious Reading room.

• Computers with internet facility

• Reprographic facility

• Departmental staff rooms, Common staff room

Recent initiatives in the enhancement of infrastructure (undertaken & proposed)

- Newlybuilt well equiped class rooms
- The college canteen is been planned
- Computers with Internet connectivity
- Library is been computerized with bar coded books with open source software KOHA
- Well-furnished reading room and Network Resource Centre are under construction to be made available for students & staff.
- In most of the class rooms, the old benches are replaced with new benches for the comfortable seating.

File Description	Document
Link for Additional Information	[View Document](#)

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

Response:

True to the vision of the college, the holistic development of the students is achieved by providing them with opportunities to develop their talents and skills through higher education, just as priority is given to their physical fitness by providing them adequate facilities for outdoor and indoor games. Some of the strategies employed are as following:

• The physical education department is given top priority because students have shown immense interest in games and sports. They represent the college in different District and State level events and win awards in these. They are trained in different sports to compete in State and National level.The teachers accompany the students whenever overnight stay is involved.

Yoga and Taekwondo classes are arranged for the students.

• Students of our college are exposed to vocational training through free spoken English class, music class and Art and Craft classes which help them to improve their performance in various competitions.

• Sports Day is conducted with great Zeal and enthusiasm.

• Important National days and festivals are observed by the College students.

• The winners in Sports and Creative competitions are given prizes to motivate them to perform better.

• Professional trainers and artistes are engaged to develop students' skills in histrionics and fine arts.

• Special dietary requirements, sports uniform and materials are also provided to the students of Physical education.

The students are provided with a Carom board and a table tennis board for outdoor games.

Sports

• Outdoor games: Badminton, Kabbadi, Javelin throw, Shotput, Long Jump, High Jump.

• Indoor games : Table-tennis, Carom

Physical Fitness:

A Fitness centre cum gymnasium with Tread mill, Exercise cycles, are being planned with Government/ UGC grants.

Meeting rooms for NSS for planning activities and store rooms.

Cultural activities :

College Common room, Seminar halls and auditorium ,stone benches surrounded by trees

• First-aid room

• Washrooms

• Comfort zone

• Napkin facilities

• Separate bins for degradable and non-degradable waste in all departments

• Water purifiers.

File Description	Document
Link for Additional Information	[View Document](#)

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

Response: 12.5

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 1

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	[View Document](#)
any additional information	[View Document](#)
Link for additional information which is optional	[View Document](#)

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 24.27

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
29.5	12.4	25.3	3.5	2.5

File Description	Document
Details of budget allocation, excluding salary during the last five years	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

The Banipur Mahila Mahavidyalaya is using Koha, a browser-based open source integrated library system The following list of features is meant to be used as a brief overview.

OPAC/Public Catalog

- Fully responsive theme will adjust properly on all devices
- Keyword and advanced searching
- Search filtering by location, item type, subjects and more
- Cover images from over 5 popular services
- Enhanced OPAC content from external products such as Open Library, Syndetics, Baker & Taylor, LibraryThing, Novelist Select and iDreamBooks
- Tagging, commenting and star ratings

- Availability and online resource links shown on search results
- Virtual shelf browser
- Social network share buttons
- Permanent URLs throughout
- Overdrive API Integration
- Personalized patron experience

Circulation

- Check in and out with a barcode scanner or manually
- Enter calendar of closings for calculating fines and due dates
- Book drop mode to backdate check ins
- Ability to forgive fines on check in
- Holds pull list generated on your schedule
- Course reserves
- Offline circulation for Windows and/or Firefox

Patrons

- Browse patrons by name
- Set rules to prevent check out of inappropriate materials
- Add custom searchable fields to patron records

Cataloging

- Create custom cataloging templates with pre-set values for efficient cataloging
- Create public lists of records at the library

Reports

- Complete access to all data stored in Koha
- Custom reports shared publicly on the Koha wiki
- Easily run any saved report at any time
- Group reports by branch, category or any custom criteria
- Enter filters on reports to run them on for specific item types, branches, patron categories, time frames and so much more
- Search reports for easy access

Acquisitions

- Order copies of existing records
- Track order status
- Generate late reports and claim letters
- Create 'on order' items to allow patrons to place holds
- Accept purchase suggestions and keep patrons notified as the item moves through the Acquisitions process
- Importing and overlaying of pre-processing records

Serials

- Create subscriptions with full prediction patterns
- Receive issues one at time or in bulk
- Barcode serials on receipt if desired
- Generate late issue reports and claim emails
- See full serial history
- Print routing lists for each subscription
- Duplicate subscriptions for multiple branches
- Library defined numbering frequencies and patterns

Administration

- Full access to administrative functions
- Over 400 system preferences to make Koha run just the way you want
- Full circulation and fine rules matrix for each branch
- Define your own libraries, item types, shelving locations and more
- Enter/change Z39.50 targets

File Description	Document
Link for Additional Information	[View Document](#)

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

Banipur Mahila Mahavidyalaya is established in 1999 to provide the quality education to the girls students of North 24 Parganas District.Our college is going to implement a standard policy regarding rare books,special reports including any kinds of knowledge resources available in different sources.

As this is a newly built degree college in this District, we have no such types of rare books and manuscripts or any other reports but after installing a Library Management Software, KOHA we will be able to connect to the universe of knowledge through internet.

File Description	Document
Link for Additional Information	[View Document](#)

4.2.3 Does the institution have the following:

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases

Response: D. Any 1 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc.	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 0.59

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
.65	1.03	.2	.62	.43

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Details of remote access to e-resources of the library	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 4.19

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 30

File Description	Document
Details of library usage by teachers and students	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The college believes that appropriate IT systems are essential for quality academic delivery, efficient administration and transparent communication. IT policies are formulated for planning, procuring, setting up, administering, maintaining, updating and scrapping of IT resources. The policy aims at achieving physical security, server security, network security, security of all information assets and perimeter security.The college has maintained its IT infrastructure and facilities in keeping with the current needs and trends with Welfare grant provided by the West Bengal Government, since the college has not yet received any UGC grant.

Security Policy Computer Room

- Entry to the Computer room is restricted to authorized users only.
- Users are allowed in a computer room only for academic use of lab resources.
- No unauthorized visitors are allowed into the computer room without an authorized escort..
- Users should follow lab discipline in the computer lab and not bring prohibited items such as eatables, beverages etc. inside the lab.
- Users shall not mishandle or disassemble any lab equipment.
- Environmental Security

Electrical power

- Electrical power for server's/network equipment should be backed by uninterruptable power supplies (UPS) to ensure continuity of services during power outages and to protect equipment from damage due to power fluctuations.
- Each UPS should have sufficient capacity to provide at least 3 hrs. of uptime to the connected nodes.
- Standby power generator should be provided for continuous supply wherever necessary.

Network Security

- For transmission of data on the network, data encryption should be followed as per the guidelines.

Physical assets

- There should be regular checks on the physical items such as computing devices, networking devices, tools and instruments, media etc. A physical checking should be conducted periodically and the physical assets should tally with the records of Asset Register.

22-08-2022 08:59:27

Standard Software Packages

- The college will use open system software packages like UBUNTU.
- Any software freely downloadable from the internet must be virusfree and should not have malicious content. Every software so downloaded should be protected by up-to-date anti-virus software. Free software should not be indiscriminately downloaded to avoid any cyber threats.

File Description	Document
Link for Additional Information	[View Document](#)

4.3.2 Student - Computer ratio

Response: 69.7

File Description	Document
Student - Computer ratio	[View Document](#)

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

Response: <5 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	[View Document](#)

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	[View Document](#)
Link to photographs	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 93.3

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
55.6	73.95	58.37	24.62	28.4

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	[View Document](#)

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

Response:

College has proper system and procedure for maintaining and utilizing physical, academic and support facilities.

Every department has their standared rules and procedures and checking and verification systems to maintain their assets and services.

- Library has its own rules and procedures to use books and other materials for students and teachers.

RULES REGARDING USE OF BOOKS

- Every person taking a book out of the library and any reader of the Library shall be responsible for the book and shall return it undamaged.

- Any person entitled or permitted to use the Library, if found guilty of mutilating or disfiguring or defecting by writing in the margin, underlining sentences, marking passages or in any other way, or of losing a book, periodical, map or chart or other property belonging to the Library, shall be required to replace such books, other property damaged or defaced. If the book is one of the set or series and the volumes cannot be obtained singly, the whole set or series must be replaced at the readers cost. If replacement is not possible, four times of the cost price will be charged. Further he / she may be fined and / or deprived of the privileges of the Library and the action to be taken will be decided by the Library Committee / Principal.

- Any person entitled to use the Library, if found guilty of mutilation or damaging any book or journal of the Library, which is rare or irreplaceable, will be liable to serve punishment to be decided by the Library Committee / Principal.

- No tracing or mechanical reproduction of any book, map or manuscript shall be made without the expressed permission of the Librarian.

- Book issued to members are non-transferable without prior permission of the Librarian.

- No book(s) shall be issued on loan, which in the opinion of the Librarian, is not in a condition to be handled by the borrower.

Sports complex is also run by the standared rules and procedured managed by physical education teacher.

computer laboratories uses a register for maintaining their students records for using the computer.

File Description	Document
Link for Additional Information	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 55.47

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
477	426	452	323	108

File Description	Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 6.79

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
48	61	28	55	23

File Description	Document
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

   1. **For competitive examinations**
   2. **Career counselling**

3. **Soft skill development**
4. **Remedial coaching**
5. **Language lab**
6. **Bridge courses**
7. **Yoga and meditation**
8. **Personal Counselling**

Response: D. Any 4 of the above

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 0.66

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
22	0	0	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of the students benifitted by VET	[View Document](#)

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0.22

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	0	0	0	0

File Description	Document
Details of student placement during the last five years	

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 22.78

5.2.2.1 Number of outgoing students progressing to higher education

Response: 41

File Description	Document
Details of student progression to higher education	

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0.14

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

2016-17	2015-16	2014-15	2013-14	2012-13
0	1	0	0	0

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
134	139	108	104	117

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	[View Document]()

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) during the last five years.

Response: 0

5.3.1.1 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-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	[View Document]()

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

Banipur Mahila Mahavidyalaya has no any Political Students union or Council. Although, we follow West Bengal State University guideline to conduct Students' union election, it had been seen that students are not interested to contest in election procedure. In 2017-18 year, only one girl filed the nomination paper and she become the only representative and General Secretary. The same thing happened in 2016-17, 2015-16 and 2014-15 also.

The General Secretary is a member of Governing Body of college and she plays an important role in making decisions of the institution.

She is also member of other sub- committees like -Students Welfare sub- committee, Sports sub-committee, Library sub-committee, Saraswati Puja sub-committee and NSS team.

The General Secretary takes active role in arranging excursion, various cultural programmes, sports NSS programmes, Seminars, Social outreach programmes and other activities. A group of students always take initiative in assisting her.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 9.4

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
12	11	10	8	6

File Description	Document
Number of sports and cultural activities / competitions organised per year	[View Document](#)

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The Alumni Association of Banipur Mahila Mahavidyalaya has been established in 2011. The members of this association are the ex-students of this college. Ex Principal of this college and one ex-teacher are also

honourable members. They perform different activities, such as-

- They take part in the educational tour in every year and help in arranging this programme.
- They participate in annual Sports and almost all the cultural programmes of the college throughout the different academic year.
- Most of the members of this association co-ordinate tremendously at the time of University final examinations. Besides our college teachers, some of them who serve as part-time teachers in other institutions, perform their duties as invigilators of the University examinations held at our college (exam centre) in different years.
- They organize different cultural programmes which help in developing the cultural side of this institution and also in mental development of newly admitted students.
- They encourage and motivate the current students in various ways – formally and informally, specially during orientation and counsellig at the time of admission.
- Few years ago, a canteen was opened by this association, but unfortunately it is now not in use in any way.
- Some of the alumnus is serving this institution as a Guest Faculty in different subjects for the betterment of the college.
- Ex Principal sponsors Champions Trophy in Annual Sports.
- Dr. P. Sur,ex-teacher of this cpllege, had donated books in the Library and delivered lectures many times to the students without any remuneration.
- Recently, the members of the association have developed a fund with their own contributions. Though it is too much little, but they are trying to reach it in a remarkable position.

Lastly, the alumni association has a lot of deviations. To overcome these, they are trying heart and soul. They have delivered their valuable opinion in different meetings. Hope the association will reach their destination in near future and they will contribute outstanding.

5.4.2 Alumni contribution during the last five years(INR in Lakhs)

Response: <1 Lakh

File Description	Document
Alumni association audited statements	[View Document]

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 0

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Vision of the College:

?? ???? ????????? ????????? ??

 YATRA NARYASTU POOJYANTE

WHERE WOMEN ARE RESPECTED

The College aims to create an environment where women are given all due respect. This respect should also disseminate to the entire society. Our vision is to impart, promote education among girls to make them self-reliant, confident and economically independent members of society. Banipur Mahila Mahavidyalaya does not merely prioritize education, but also aims to infiltrate knowledge to the grass-roots level among women making them empowered.

Mission of the College:

The College aims to make the students realize their capabilities, make them aware of their strengths and bring it to fulfillment. We promote independent thinking, inculcate a sense of moral values among our students and are committed to a sustainable development of higher education among women.

?

We have set a pedagogical goal that is more students oriented. Students are encouraged to participate in departmental seminars and thus develop their communicative skills. Their creativity finds expression in wall magazines and graffiti. The college has introduced Yoga and Karate courses for girls with a vision of an all-round development of mind and physique.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.1.2 The institution practices decentralization and participative management

Response:

The institution has an effective management Information system. Data of students' admission, fees, and examinations are maintained thoroughly by the office. Data related to accounts, salary and other expenses are maintained through a computerized based system. Data related to internal examinations are maintained by the Academic Sub-Committee. Decisions of the Governing body are conveyed through the Principal and the Teachers' representatives. All the substantive teachers are recruited as per recommendations of the College Service Commission, West Bengal maintaining the UGC guidelines.

The Teachers' Council is a statutory advisory body and it holds meetings at regular intervals the decisions wherein are passed on to the other members. The Teachers' Council takes the responsibility of quality assurance at the level of teaching-learning and evaluation. It also monitors the proper designing and implementation of the planning related to the academic health of the college including admission, examination, sports and cultural activities, extension activities, research etc. All the Full-time teachers appointed in substantive post are members of the Teachers' Council. The Principal acts as the President of this council. Different committees are formed by the Teachers' Council where the members are selected from amongst the teachers. These committees are composed of senior as well as junior teachers. These sub-committees with teacher members aim at identifying the needs of the students – academic, institutional and economical. The decisions of the committees are forwarded to the Governing body by the Principal and after considering the viability of these suggestions the authorities try to implement them. Teachers are involved in teaching and evaluating, and maintain actual teaching hours as per UGC rules. Teachers use innovative teaching methods and tools, like power point presentations, maps and film clippings. Departments arrange for students' seminars, wall magazines, debates and group-discussions to ensure students participation. Some departments arrange for Educational tours and excursions. Teachers of different departments are also actively engaged in invigilation, evaluation, paper-setting and moderation of B.A PART I, II and III examinations of the university the college is affiliated to, West Bengal State University.

IQAC has also formed a three member committee with teacher members to monitor the needs of the departments in consultation with the faculty and students and take measures accordingly.

Participative management is practised primarily through suggestions and recommendations of the teachers at academic and infrastructural levels. Students' views are reflected in their feedback conveyed through the students' representatives, feedback forms and interaction with teacher-mentors.

File Description	Document
Link for Additional Information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

1. The institution has an effective Information system. Data of students' admission, fees, and examinations are maintained thoroughly by the office.
2. Data related to accounts, salary and other expenses are maintained through a computerized based system.
3. Data related to internal examinations are maintained by the academic Sub-Committee.
4. Decisions of the Governing body are conveyed through the Principal and the Teachers' representatives.
5. The Teachers' Council is a statutory advisory body and it holds meetings at regular intervals the decisions wherein are passed on to the other members.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)
Strategic Plan and deployment documents on the website	[View Document](#)

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The Head of the institution is the Principal and the administrative authority lay with the Governing Body of the College. The Governing Body has thirteen members, two of them are Government nominees and three of them are University nominees. There are four teacher representatives duly elected from among the teachers and two non-teacher representatives duly elected by the non-teaching staff. The students' representative is elected by the students and is one of the GB members. The President is elected in the first meeting of the GB and the Principal is the Secretary by default. Each GB has tenure of four years and in rare cases the term can be extended by the Government. The formation of the present Governing Body is as follows:

President: Sri. Probodh Kr. Sarkar

Secretary: Dr. Bidisha Ghosh Dastidar

Members: Sri. Nilimesh Das

Dr. Chaitali Bhattacharya

Dr. Mohini Mohon Sardar

Dr. Ashok Mandal

Smt. Rima Kanjilal

Dr. Sumana Gupta

Smt. Mahua Basu

Sri. Ashok Mistry

Sri. Srabanta Biswas

Sri. Sutirtha Basak

Smt. Preeti Saha

The Principal is actively involved in all policy decisions. Mediating between the GB and the IQAC, TC and Departments, and the Office she communicates the resolutions and policies adopted by them. Major policy decisions are also disseminated through the College Website, Prospectus and Academic Calendar. Policy decisions taken at the meetings are converted into action plans by involving the concerned administrative and academic units, viz. TC sub-committees, Office, Departments. These units work towards their specific goals under the guidance of the Principal, integrating them into the overall functioning of the College. The Principal presides over all NAAC, IQAC, TC and departmental policy-making meetings; with the help of NAAC and IQAC she supervises and monitors the proper implementation of policies, developmental work and academic goals. The plan of action for quality enhancement is chalked out by the IQAC at the beginning of the year, keeping in view the previous year's shortcomings and the recommendations and inputs from the Teachers' Council and Departments, as well as availability and allocation of funds from the State Government.

The teaching and non-teaching staff are guided by the Service rules of the Government in their recruitment and promotion and the institution maintains proper records in form of Service Books of teaching and non-teaching staff along with Leave records. The students' feedback forms and reports are personally reviewed by the Principal, who meets each department separately to discuss the students' responses.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation

1. Planning and Development
2. Administration
3. Finance and Accounts
4. Student Admission and Support
5. Examination

Response: D. Any 2 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	[View Document](#)
Any additional information	[View Document](#)

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The various sub-committees of the college are active as statutory advisory bodies that conduct meetings at regular intervals and recommends necessary actions. The Principal acts as the Chairperson of all the sub-committees and forwards the recommendations of these committees to the Governing body for implementation.

Academic Sub-Committee: Academic Sub-Committee plans the Academic Calendar at the beginning of the academic session. It monitors the admission and evaluation process and prepares the routine. In 2012 Honours in English and in 2017 Honours in History was granted by the Higher Education Council; the Academic Sub-committee helped the Principal and the concerned department in the inspection process by making arrangements for books to be purchased for the library. The sub-committee takes all decisions regarding mid-term evaluations and internal Test examinations from finalizing the dates, paper setting, moderating and proof reading to evaluation of answer scripts and preparation of award lists. Academic sub-committee also recommends arrangement of extension lectures, seminars and special classes for slow learners. When a teacher goes on leave the Sub-committee arranges for substitute temporary guest faculty to take the allotted classes.

Admission Sub-Committee: The Admission sub-Committee takes all decisions regarding admission of students to 1 year. Since admission is online the forms are put up on the college website where from it can be downloaded and submitted, the sub-committee decides the dates, prepares the merit list and oversees the admission procedure so that the admission is transparent and strictly within the intake capacity permitted by the University.

Building Sub-Committee: The Building sub-committee recommends building proposals for expansion and development. It has proposed the construction of an Annex building, common room for the students with

facilities for indoor games, a NSS room and a NAAC room. These proposals are sent to the Finance Sub-Committee and GB and then forwarded to the CS Branch of the Govt. of West Bengal for sanction of grants. The Sub-Committee also makes proposals for grants for repair works; it has also made proposals for a boundary wall/ fencing around the College. The College has received grants to construct the Annex building and Library room cum-reading room and construction work is in full swing.

Grievance Redressal Sub-Committee: The Grievance Redressal committee addresses the grievances of the students by taking feedback from them periodically in prescribed format. There was a demand for a full-time Librarian in the college for a long time and in 2014 a full-time Librarian was appointed as per recommendations of the West Bengal College Service Commission. Students of Physical education also made a demand for a changing room within the campus and a changing room was arranged for them. Students coming from remote fringes of the locality commute in bi-cycles and they had difficulty in keeping the cycles in the college, hence a cycle garage was constructed in response to their request. Students have also made a demand for a common room with indoor games and proposals are forwarded to construct the same for them with Govt. grant. Meanwhile a Table tennis board and a Carom Board were purchased for the students. A Water Cooler unit has also been purchased and will be installed soon.

Library Sub-Committee: The Library sub-committee has all the departmental heads as its members and they recommend for books to be purchased for each Department, journals to be subscribed. The Librarian forwards the decision to the Principal who arranges for purchase of books after fund is allotted to each department by the Finance sub-Committee. INFLIBNET membership has been procured by the college and this will facilitate all the departments and students.

Sports Sub-Committee: The students of the college participate and win prizes in various inter-college, State and National level events. The Sport Sub-Committee selects and prepares students team with the help of the Physical Education department and sends them to important meets and events. Our teacher has been appointed and acted as the Sports Manager of the State University on several occasions and travelled with the team to other states as well.

Cultural Sub-Committee: Cultural programs are a necessary part of the institution and the Cultural Sub-Committee arranges for different programs on different occasions throughout the year. A Cultural Fest, named "BODHON" is arranged annually before the onset of the Autumnal festivities and various competitions are arranged for the students during this week-long festival.

Alumni Sub-Committee: The College was established in 1999 and in eighteen years it has grown its own alumnus. The Alumni body meets regularly and contributes in various ways to the needs of the college by arranging for funds or invigilators from the alumnus, providing books and participating in college programs.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

The institution has effective welfare measures for Teaching and Non-Teaching staff. They enjoy regular benefits like Provident Fund, Medical Allowances, as well as Gratuity, Pension and other retirement benefits. The State Government has initiated a Health Scheme "Swastha Sathi" for Teaching and Non-teaching staff of all affiliated Colleges from 2017. Beneficiaries under that scheme enjoy free treatment and cashless hospitalization in a list of premier Government and private hospitals across the state. Many ailments like Coronary attacks, Cerebral, Cancer and others are covered under the scheme that comes as a great relief for ailing staff.

In case of casual staff financial help is extended in case of emergency from the college fund with approval of the Governing Body.

File Description	Document
Link for Additional Information	[View Document](#)

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0.2

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	0	0

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres).	[View Document](#)
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	[View Document](#)

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 29.64

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	3	6	2	0

File Description	Document
Details of teachers attending professional development programs during the last five years	[View Document](#)

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The institution has performance appraisal system for teaching and non-teaching staff. The IQAC cell of the college was formed on 22 April, 2014. Since its inception it is active in providing support to the college in various ways with regard to quality maintenance. IQAC collects self-appraisal from the substantive teachers in the format prescribed by the UGC which are taken to the Principal for annual assessment.The teachers are required to fill up Self Appraisal Register daily, which record the number of classes allotted and taken, leaves and attendance, and mention other administrative and academic duties performed by the

teacher in addition to teaching, including committee meetings attended. The teachers maintain Self Appraisal Diaries in which they record the Seminars and Conferences attended, University duties allotted and performed, Refresher Courses and Orientation Programmes participated in, and are periodically reviewed by the Principal. Such detailed self-appraisal ensures that the multiple activities of the teachers are properly recorded. This also greatly helps the IQAC's review and assessment of the teachers' performance while considering their Career Advancement Scheme (CAS) applications.

Promotions of substantive teachers are based on CAS-PBAS which are monitored by the IQAC cell. Teachers who apply for promotion submit self-appraisal and other required documents for screening. The Principal forms a screening board with recommended nominees from the University and Department of Higher Education, West Bengal according to rules laid down by the UGC. After the screening is complete and the nominees recommend the candidate for promotion to higher scale it is sanctioned by the Governing Body of the college and papers are sent to the Department of Higher Education, West Bengal for fixation.

Non-teaching staff prepare and submit annual self-appraisal reports to the Principal and they are promoted as per Government rules as and when it is due.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

• The institution has well placed mechanisms for internal and external audit.

• The Internal Audit is done by the Office staff.

 • The Government Auditor does the external audit as per government rules.

• No major audit objections have been raised so far.

The major sources of Institutional funds and receipts are:

1. Admission and partial tuition fees of the students
2. Development grant and Staff Salaries from the Government of West Bengal
3. Welfare Grant from the Government of West Bengal
4. NSS Unit Grant
5. Sports Grant from the Government of West Bengal
6. UGC Grant for the purpose of College development

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 1

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	[View Document](#)
Any additional information	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The College sends proposal to the Government in prescribed format for developmental and additional grants. For construction of new building, or repair and renovation, the College appeals to the State Government. The College has received Rs. 3300000 for construction of an Annex building in 2016. The college has received a grant of Rs. 300000 from the Government for setting up Virtual classroom in 2017 along with an additional grant of Rs. 200000 for purchase of furniture, books, lab eqipment etc.

The College also mobilises funds for both academic and infrastructural needs that are not covered by the UGC and Government grants. Funds have been released for purchase of books, almirahs, computers and printers by the Governing Body on the recommendation of the Finance Sub-Committee. Funds were also released by the Governing Body for painting of the college building and construction of Cycle-garage for the students.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.5 Internal Quality Assurance System

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

Response:

IQAC was established as a statutory body on 22 April, 2014. Prior to this, the Principal, with the help of the Teachers' Council and its sub-committees monitored the academic and administrative quality of the college. The institution aims at imparting education which combines rational outlook with traditional values. The goal of the College is to work towards creating responsible, confident and empowered women. As an effective instrument in the institution's efforts to achieve this goal, IQAC plays an important role:

- IQAC helps the Academic Sub-Committee in planning the Academic Calendar, admission and evaluation process and preparing the routine.
- It facilitates the Centre Committee by lending advice in preparing the duty schedule and conducting the Examinations.
- It keeps track of the Departmental measures to identify and help the slow learners. It is planning to open a Book bank for economically challenged students.
- IQAC keeps tracks of students' needs and encourages differently abled students to continue with their studies and lends full co-operation.
- IQAC takes regular feedbacks from Departments and students and analyses them.
- IQAC proposes the introduction of teaching aids instead of the chalk and talk method to attract the students to the classroom and thereby engaging them in a more interactive teaching-learning experience.
- IQAC has planned a Creative week "BODHON" every year by the end of September with programmes such as Creative Writing, Extempore speeches, art and craft and debates that will be organized for students.
- Some Departments have come up with innovations such as asking the students to prepare a question paper and then sit for a class test which will be evaluated by the faculty.
- It scrutinizes the CAS applications before forwarding these to the Principal for recommendation to the Higher Education Department.
- It has helped in structuring the Students' Feedback Form and monitors the collection and analysis of students' feedback.
- IQAC has proposed a multi-disciplinary bi-lingual journal LIBTALK with ISSN number for the enrichment of the faculty enabling them to publish their articles.
- IQAC has prepared a format for Teachers' Self-Appraisal Diary for the teachers to facilitate them in maintaining day-to-day records of their activities.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

Teaching and Learning

1. Departments use innovative teaching methods and tools, like power point presentations, maps and film clippings.
2. Departments arrange for students' seminars, wall magazines, debates and group-discussions to ensure students participation.
3. Some departments arrange for Educational tours and excursions.
4. A Smart room has been constructed with smart board, LED projector and Sound system that will be effective in organizing seminars and conferences.
5. Extension lectures are arranged by different UG departments.

Examination and Evaluation

1. The college conducts mid-term tests of B.A. Part I and II in November and Test examinations of B.A. Part I, II and III from January to March before the University examinations.
2. Questions for internal examinations are set by the faculty following the pattern of the University.
3. All the teachers are engaged in internal evaluation.
4. Teachers of different departments are also actively engaged in invigilation, evaluation, paper-setting and moderation of B.A PART I, II and III examinations of WBSU.

Admission of Students

1. Online Admission on the basis of merit.
2. UGC directives regarding seat reservation is strictly followed.
3. Admission according to intake capacity for each Department.

File Description	Document
Link for Additional Information	View Document

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 0.6

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	1	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	[View Document](#)

6.5.4 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
2. **Academic Administrative Audit (AAA) and initiation of follow up action**
3. **Participation in NIRF**
4. **ISO Certification**
5. **NBA or any other quality audit**

Response: E. None of the above

File Description	Document
Details of Quality assurance initiatives of the institution	[View Document](#)

6.5.5 Incremental improvements made during the preceding five years *(in case of first cycle)* **Post accreditation quality initiatives** *(second and subsequent cycles)*

Response:

Incremental Improvements: The College was previously affiliated to the University of Calcutta; since 2010 the affiliation was changed to the newly formed West Bengal State University in Barasat, North 24 Pgs. The college got affiliated under section 12b on 2016 along with the State University. The College has not yet received any grant from the UGC under any plan and is preparing for the first cycle of accreditation. Since the income of the college is mainly from collection of tuition fees and welfare grants from the Govt. of West Bengal, the funds of the college limit its capacity to undertake many Incremental Improvements. However, the College makes provisions for certain necessary improvements with regard to quality initiatives in its limited capacity, like purchasing computers and laboratory equipment for subjects like Anthropology and Geography. The pace of innovation is incredibly high today and the Internet has dramatically changed the way we do everything in our daily lives today. The College has plans to provide

free Wi-Fi connection to the students in the Library. It had plans for a virtual class-room and the same has been constructed with Govt. grants where extension lectures, ICT classes with Power-point presentations are arranged for students.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 3

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
01	01	00	01	00

File Description	Document
List of gender equity promotion programs organized by the institution	[View Document](#)

7.1.2

1. **Institution shows gender sensitivity in providing facilities such as:**
   1. **Safety and Security**
   2. **Counselling**
   3. **Common Room**

Response:

: Our college Banipur Mahila Mahavidyalaya which is an all girls' institution has from time to time arranged for different programmes to ensure the safety and security of our students.Our college not only provides for physical security but also firmly believes in mentally preparing our girls so that they are able to protect themselves from all kinds of social malice.

In order to make our students self reliant the college arranges for regular teakwondo sessions inside the campus.The college has hired a trained personnel who imparts his professional knowledgw to our students so that they are able to fight out tough situations themselves.

The theme of International Women's Day had been "Equality for Women is Progress for All" and in keeping with the theme the students had put up a programme comprising of musical performance,drama and dance. Then Teacher-in-charge Smt Rima Kanjilal had delivered an inspiring lecture to the students regarding economic independence of women and against early marriage.

The thrust area of International Womens Day 2016 had been "50-50 by 2030-Step up for Gender Equality" and keeping with the title our teachers had delivered inspiring lectures to strongly motivate our students towards a more egalitarian society.

On the occassion of "International Women's Day,2017" our college had invited Dr.Piyali Sur from Jadavpur University to deliver an inspiring lecture enlighting our students on the various legislative acts protecting and upholding the dignity of women.

Our institution arranges for regular counselling for students.There is a two stage counselling process prevalent in oue college,i.e. between the Mentor and Menty.At the primary level the teachers are entrusted with the job of counselling the students,each teacher is in charge of 65 students.The teachers try their best to understand and solve the myraid problems of our students who are mostly growing adoloscents and are at a crucial stage of their life.At the secondary level a trained counseller comes to our college for professional counselling of our students.

The construction of the common room is under process.

7.1.3 Alternate Energy initiatives such as:

1.Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 000

7.1.3.2 Total annual power requirement (in KWH)

Response: 2519

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	[View Document](#)

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 16.15

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 420

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 2600

File Description	Document
Details of lighting power requirements met through LED bulbs	[View Document](#)

7.1.5 Waste Management steps including:
- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Our college is situated in a sprawling green campus dotted with innumerable valuable trees and plants. Although there is no formal mechanism of green audit in place, the NSS Cell of the College takes necessary steps to promote environmental consciousness and protection. The aspects of environment-friendliness of the campus and the steps taken by the college to preserve and consolidate an eco-friendly ambience are enumerated hereunder: o Expenditure is incurred to retain an environment friendly campus by maintaining the already green campus and further planting more trees every year.The campus has very old and tall, hard wooded trees and trees like Neem, Coconut,Banyan, Tulsi, Turmeric, Aleovera,Mango,Custard Apple,Jackfruit,Vasaka plant,Indian Blackberry,Litchi,Cactus,Guava,Banana,Shimul etc. that have commercial as well as medicinal value. This not only enhances the greenery of the premises but turns it into a haven for a large breed of birds and other animals.The institution strives to maintain a clean and healthy campus. In order to fulfill this objective the institution has adopted a few measures.

The measures to address the solid waste management are:

1.Dustbins are provided everywhere to discard the solid wastes.

2.A personnel has been appointed with the task of keeping the college clean.

3.A flying squad comprising of four teachers has been formed and their duty is to ensure that cleaniness is maintained within the campus.

4.There is a "no plastic zone" in the campus.

The institution has taken measures for the management of the liquid wastes as well.

1.Our college has a well defined underground sewerage system. All the bathrooms have pits whisch are connected to the main pit through which liquid waste from the bathrooms are directly transferred to the underground sewerage system.

2.Our college does not have chemical labs so discharging of fluids from the lab is non-existent.

The campus does not generate major e-waste. But still the college has an agreement with local hawkers and waste purchasers, who visit the college from time to time to collect the waste. We also dispose the other waste materials in the dumping ground without causing much harm to the nearby locality

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Our college strongly believes in the concept of sustainable development.Sustainable development has been defined as development to meet the needs of present generation without compromising on the ability of the future generations to meet their own needs.Among all the natural resources crucial for survival water is one of the most important.Water is equivalent to life.But it has been predicted that after a few years there will be serious derth of drinking water and, hence,it is important to use water very efficiently.One of the ways to conserve and use water is rainwater harvesting,where we store rainwater and use it for various other things.Our institution in tune with this believe has started the construction of rainwater harvesting structure on the terrace of our college,so that,the stored water can be used for various purposes.

7.1.7 Green Practices
* **Students, staff using**
a) **Bicycles**
b) **Public Transport**
c) **Pedestrian friendly roads**
* **Plastic-free campus**
* **Paperless office**
* **Green landscaping with trees and plants**

Response:

"Going Green" or indulging oneself in ecofriendly ventures not only means planting more and more trees, but modifying ones life in such a way that leads to sustainable development. Our institution truly believes in this ideology and is followed by most staff and students.

Most of the local staff come by bicycle to college which is the most ecofriendly way to travel. The college has made provisions for a bicycle stand inside the college campus.

Teachers commuting from far away distances use the railways to travel to college. After getting down at

the station the teachers use the e-rickshaws to cover the distance between railway station and college.Many teachers they keep their bicycles in garages beside the railway station and use their bicycle to come to college.

Our college is situated on the main road connecting Banipur with Habra and has a local market nearby,as a result of which,it is a bit congested. But then as the road is pretty wide movement is not a problem.

Our college in order to propogate ecofriendliness has made it mandatory to maintain a plastic free campuss where neither students nor the staff are allowed to use plastic on the campus. as much as possible.

Our office has also given a step forward towards digitization,whereby,tasks such as student admission,tender allotment,salary, all are done with the help pf the internet.

Green landscaping -also known as sustainable or eco landscaping -is a method to design, create, and maintain your landscape to save time,money and energy. Green landscapes nurture wildlife,reduce soil pollution,and make healthy recreation spaces.We at Banipur Mahila Mahavidyalaya are blessed to have a huge campus covered with lush green carpet of grass and dotted with innumerable valuable plants.All plants,though they have grown naturally, are valuable not only economically but also medically.We do not use any kind of chemical fertilizers to maintain our plants.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	[View Document](#)

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. **Physical facilities**
2. **Provision for lift**
3. **Ramp / Rails**
4. **Braille Software/facilities**
5. **Rest Rooms**

6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

Response: D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 5

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
01	01	01	01	01

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 1

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	01

File Description	Document
Details of initiatives taken to engage with local community during the last five years	View Document

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Provide URL of website that displays core values	[View Document](#)

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	[View Document](#)

7.1.15 The institution offers a course on Human Values and professional ethics

Response: No

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 03

File Description	Document
List of activities conducted for promotion of universal values	[View Document](#)

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

Our college Banipur Mahila Mahavidyalaya has very active cultural cell and has from time to time arranged for the celebration of birth anniversary and rememberance on death anniversary of great personalities.

Every year our college celabrates the birth anniversary of the great poet and noble laureate Kaviguru Rabindranath Tagore,with students putting up various performances including songs.drama and dance performances.Our college also arranges for a programme on his death anniversary.

The institution also arranges for the celebration of birth ceremony Netaji Sibhas Chandra Bose on the 23rd of January which is also celebrated as our National Republic Day remembering the contribution of the great leader towards his nation.

The institution celebrates the birth anniversary of Swami Vivekenanda with great passion and zeal.The birthday is celebrated as National Youth Day and week long programmes follow which are arranged by our NSS unit.

The college also celebrates the birth anniversary of Mahatma Gandhi,the father of the nation.

The college celebrates the festival of holi or Vasant Utsav with great vigour and enthusiasm as well.

Our institution also celebrates the birth anniversary of Sister Nivedita as a tribute to her contribution towards the independence of our country.

Our college also celebrates the birth anniversary of President Abdul Kalam as a tribute to the great scientist and an excellent human being.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

Our college Banipur Mahila Mahavidyalaya maintains complete transperancy in its **financial**, **academic,administrative** and other functions.

The college has a **Finance Committee** comprising of the HOI, two senior teachers,our college accountant and an external member.The finance commitee holds meeting at regular intervals and then forwards its recommendation to the governing body regarding a financial decision.The governing body then discusses and takes decisioms as it deems fit.The college also issues tenders for different purposes to maintain financial transparency.The college maintains hardcopy bills for every purchase or expenditure.Everyear,our college submits its accounts to a government approved auditing agency to get its audit done.

The college has an **Academic Sub-Committee** where meetings are held at regular intervals regarding the

academic functioning of the institution such as allotment of classes,conducting examinations,settling dates regarding submission of question papers,checked answer scripts and so on.The academic sub committee comprises of the HOI,the heads of different departments,the college librarian,an external member from the G.B. and a part time teacher as a invitee member.Each and every decision regarding academics are discussed and adopted in the academic sub committee after the majority opinion.Besides this regular departmental meetings are held to ensure smooth functioning of the departments.In order to maintain transperancy the academin sub committee puts up results on the notice board,the students are shown thier answer scripts and ther is an RTI officer in our college as well.

The **Administrative** functioning of the college is monitered by the Governing Body in charge of our college.The G.B. comprises of the HOI,4 teachers,1 government nominee,1 university nominee and other external members as well.The G.B. in order to maintain transparency has even included a G.S. of the students union.The G.B. decides anything and everything regarding the college.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Best Practices of an institution generally reflect the spirit and the zeal of the organization to do something and bring about a change.Similarly our college Banipur Mahila Mahavidyalaya in justifying its mission of creating more empowered women has two very important practices.First,is the **STUDENT BENEVOLENT FUND** and second,is **PHYSICAL EDUCATION.**

1. Tiltle of the Practice : *Students' Benevolent Fund*
2. Goal :This particular project is entirely funded by the teachers of this college. This
college was set up almost two decades ago to primarily cater to the needs of a
migrant population. Since then the primarily semi-rural location of this
college has ensured that even now we serve to educate many first generation
learners. Thus there is a wide diversity with respect to socio-economicbackground, religion and. Thus while setting the eligibility criterion
we have to keep in mind our goal of reaching out to the widest possible
demographic set rather than a single-minded pursuit of academic excellence.
The primary aim of generating a Students? Benevolent Fund is to provide
financial aids to the poor yet meritorious students of the college.
3. The Context : The Teachers' Council (a statutory body) of the college unanimously resolved that all the teachers of this college enjoying monthly salary in the acquittance roll as substantive employees will generate a fund for the welfare of the students of this college. Accordingly all the teachers contribute a fixed amount from their monthly salary to crate the Students? Benevolent Fund.The amount of contribution by the teachers are reviewed and revised from time to time addressing rise in the price index. The Principal of our college in addition to her contribution at per with all the teachers also donates the entire amount she is entitled to for performing the duties as the Centre-incharge of all the university examinations to the Students Benevolent Fund.

4.Practice:Ever since its inception a large number of needy yet meritorious students of this college have been immensely benefitted by the scheme of Students Benevolent Fund.

5.Evidence of success:

Total number of students benefitted from Students? Benevolent Fund and amount disbursed are shown belo

YEAR	CLASS	NO.OF STUDENTS	AMOUNT	TOTAL AMOUNT
2012-13	1ST YEAR	4	560	1680
	2ND YEAR	4	560	
	3RD YEAR	4	560	
2013-14	1ST YEAR	6	2000	6000
	2ND YEAR	6	2000	
	3RD YEAR	6	2000	
2014-15	1ST YEAR	8	2400	7200
	2ND YEAR	8	2400	
	3RD YEAR	8	2400	
2015-16	1ST YEAR	8	2400	7200
	2ND YEAR	8	2400	
	3RD YEAR	8	2400	
2017-18	1ST YEAR	16	4040	12120
	2ND YEAR	16	4040	
	3RD YEAR	16	4040	

6.Problems Encountered and Resources Required:

Owing to our limited resources we naturally cannot satisfy all the applicants for such scholarships. As such it often becomes difficult to choose between the merit and degree of need of a student.

1.Title of the Practice: *Physical Education*

2.Goal:There is a very famous nursery poem which we all have heard of which is "All work and no play makes Jack a dull boy".Though a nursery lullabuy but it carries great meaning and weightage.The all round developlment of our brain involves not only developing our cognitive elements but also our physical

capabilities.In order to promote this value our college had introduced the department of physical education since its inception.The main objective of the institution is to transform the students into well meaning citizens through the committed pattern of instructions based on carefully prepared and well designed curricular activities and aspects. The changing needs of the time are the basis for building a rich corpus of talent. The college aspires to have transformational impact on students through comprehensive education, and Physical Education through Games and Sports, by inculcating qualities of competence, confidence and excellence. The institution aspires to instil scientific zeal and develop skilled human resources to face contemporary challenges. The college has been facilitating young learners with opportunities to hone their leadership qualities. Sensitizing learners towards inclusivesocial concerns, human rights, gender and environmental issues is also the mission of the institution. There are reservation policies of the government for boosting the backward classes of the nation since independence. Our institution is situated in the panchayet area and specially serving the backward classes. As an institution, we have the responsibility to look after the students and educated youths belonging to the backward classes for their upliftment by optimal utilization of the resources provided by the government.

3.Context: The college, in the academic field, introduced games and sports as one of the main curriculum subjects in the classrooms as well as outside in the grounds of the institutions and even beyond our campus. Most of our students come from the rural background and they come with the skill of different games and sports. The college too has a history of projecting champions who have represented the state and district. The college is proud to have such a vast rolling green ground and open space for enhancing the skill of games and sports in our students and successfully holding classes for these students in the department and outside too. Department of Physical Education is run by a full time teacher and able supervis. This helps the SC/ST/OBC/Minority/non-creamy layer of the society to boost up their progress and establishment in future. The students of the college are given extra coaching free of cost by addressing their problems. Their skills are sharpened and chiselled keeping in view the patterns of the final examinations as well as the various competitions and participations in inter-college, inter-state and even All India InterUniversity competitions. They are given practices and coaching as prepared by the expert faculty. This has helped them to attain their targets in a better way.

4.The Practice: The college has very good track record in games and sports for last few decades. The college produced a number of talented athletes and champions who have made marked success in the field of games and sports.

5.Evidence od Success:

 ?In 2013-14 our students participated in the inter college kabaddi competition and emerged as winners.

?In 2014-15 our students won the inter college kabaddi championship.

?In 2017-18 our students had participated in the inter college teakwondo competition arranged by the university and got selected for playing the state level in Punjab.

6.Problems Encountered and Resources Required:The Physical education practice classes run before and after college hours which poses a problem for students in terms of communication because the college is in a rural zone. Especially in athletic coaching there is a problem to get expert professionals since it is far away from Kolkata and other more urban locality. We have purchased books, and Sports Kit, Dresses, Shoes, from the State grants and College funds. However, more fund and policy decision on the part of the government to absorb greater number of athletes and players in government sector is required to promote

sports activities further.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Banipur Mahila Mahavidyalaya is an all girls degree college situated about fourty kilometeres from kolkata in semi-urban backdrop.In this region there is a derth of women degree colleges and as a result of which BMM occupies a place of pride among the people of this locality.Apart from this the vision and mission of our college make it an unique entity. The vision of our college are "*WHERE WOMEN ARE RESPECTED*" and the mission of our college is "*WE KNOW WHAT WE ARE,BUT KNOW NOT WHAT WE MAY BE*".Thus,it becomes very clear from our motto that BMM believes in the upliftment and empowerment of women by developing their internal qualities and making them capable so that they are able to project themselves confidently and independently in society.**BANIPUR** stands for:

?B-Benefit women's education through the maximum utilization of state of the art technology.

?A-Abhor crimes against women like female foeticide,rape etc.

?N-Negate patriarchal mindsets.

?I-Ignite dormant skills amongst the students.

?P-Purge societal evils through the fire of determination.

?U-Understand individual needs of the students.

?**R-Revive lost values and ideals through recognition of self-ability.**

Our college in order to strive its thrust area has arranged for 1 to 1 counselling session for the students. Our students belong to the adoloscent age group and as we all know that this is the most challenging phase of life and we have to be very careful about our decisions taken at this point of our lives.Thus,we at BMM have decided to provide our girls with psychological support so that they are able to fight off their internal demons themselves and come out to be better human beings.

5. CONCLUSION

Additional Information :

The challenges that the college faces are difficult to overcome. Still, enormous efforts are made to solve the problems that exist. Communication had been made with the government authorities to build up the boundary wall.

Prayer had been made for funds to Honourable MP, Dr. K. Ghosh Daastidar, Honourable MLA Sri J. Mallick, UGC and State Government, and also to NGOs like P. C. Chandra Group and so on.

The college is offering five new courses like Zoology(G), Botany(G), Anthropology(G), Geography (G) and History(Hons.) from 2017-18 session.

Negotiation has been made with other educational institutions and library situated at Banipur so that our students can use their gymnasium, library and laboratory.

New add-on courses have been started from the session 2017-18 like certificate course in Music.

Concluding Remarks :

Banipur Mahila Mahavidyalaya is moving forward with a steadfast zeal despite of all obstacles.

The teachers, students, office staffs and the Governing body members join hand in hand to make Banipur Mahila Mahavidyalaya an esteemed institution. Our mission is to create empowered women. We like our girls to be blessed with the power of knowledge and wisdom, so that sense of self respect, emerge to serve for the society and family. Through curricular and various co-curricular activities, our students are emerging as upright, vibrant and confident women who are ready to face the world.

We try our level best to make a very small part of our population educated in the truest sense; so that the society in the rural India, and future generation may be showered with the knowledge through them, and social evils existent there may be abolished over time.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.1.2	Number of certificate/diploma program introduced during the last five years 1.1.2.1. **Number of certificate/diploma programs introduced year-wise during the last five years** Answer before DVV Verification:

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
06	04	0	0	0

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
02	1	0	0	0

Remark : The DVV input has been modified as per relevance of the attached document

Metric ID	
1.1.3	Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years 1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years Answer before DVV Verification:

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	1	1

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	1	1

Metric ID	
1.2.1	Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years 1.2.1.1. How many new courses are introduced within the last five years Answer before DVV Verification : 02 Answer after DVV Verification: 01
1.2.3	Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years 1.2.3.1. Number of students enrolled in subject related Certificate or Diploma or Add-on programs

year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
292	241	0	0	0

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

1.4.1	Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus- Semester wise/ year-wise Answer before DVV Verification : B.Any 3 of the above Answer After DVV Verification: C. Any 2 of the above
1.4.2	Feedback processes of the institution may be classified as follows: Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website Answer After DVV Verification: D. Feedback collected
2.1.2	Average Enrollment percentage (Average of last five years) 2.1.2.1. Number of students admitted year-wise during the last five years Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
274	291	251	252	236

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
274	291	251	250	236

2.1.2.2. Number of sanctioned seats year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
469	454	379	371	351

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
469	454	379	371	351

2.1.3	Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

2.1.3.1. Number of actual students admitted from the reserved categories year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
139	105	119	68	61

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
139	105	95	68	61

2.3.2	Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

2.3.2.1. Number of teachers using ICT
Answer before DVV Verification : 5
Answer after DVV Verification: 5

2.4.2	Average percentage of full time teachers with Ph.D. during the last five years

2.4.2.1. Number of full time teachers with Ph.D. year-wise during the last five years
Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
3	2	2	1	1

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
4	3	1	1	3

2.4.4	Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years
Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	1	1

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	1	1

3.3.3	Number of research papers per teacher in the Journals notified on UGC website during the last five years

3.3.3.1. Number of research papers in the Journals notified on UGC website during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
1	2	0	0	1

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
0	2	0	0	1

3.3.4	Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

3.3.4.1. Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
11	8	7	8	6

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
2	15	7	8	3

3.4.2	Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

3.4.2.1. Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
0	1	0	1	0

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	1

3.4.4	Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

3.4.4.1. Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
100	100	100	100	100

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
100	100	100	100	100

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

4.1.3.1. Number of classrooms and seminar halls with ICT facilities
Answer before DVV Verification : 1
Answer after DVV Verification: 1

4.1.4	Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

4.1.4.1. Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
28.00	12.55	25.33	3.51	2.57

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
29.5	12.4	25.3	3.5	2.5

4.2.3	Does the institution have the following:

1. e-journals

	2. e-ShodhSindhu 3. Shodhganga Membership 4. e-books 5. Databases Answer before DVV Verification : C. Any 2 of the above Answer After DVV Verification: D. Any 1 of the above
4.2.4	Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs) 4.2.4.1. Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs) Answer before DVV Verification: <table><tr><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td><td>2012-13</td></tr><tr><td>.83</td><td>1.035</td><td>.2</td><td>.62</td><td>.46</td></tr></table> Answer After DVV Verification : <table><tr><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td><td>2012-13</td></tr><tr><td>.65</td><td>1.03</td><td>.2</td><td>.62</td><td>.43</td></tr></table>
4.2.5	Availability of remote access to e-resources of the library Answer before DVV Verification : Yes Answer After DVV Verification: Yes
4.3.3	Available bandwidth of internet connection in the Institution (Lease line) Answer before DVV Verification : 5-20 MBPS Answer After DVV Verification: <5 MBPS Remark : Supporting document does not reveal the Bandwidth .The cash receipt is too low for a broadband connection.

5.1.3	Number of capability enhancement and development schemes –
	
	    1. For competitive examinations
	
	    2. Career counselling
	
	    3. Soft skill development
	
	    4. Remedial coaching

5. Language lab

6. Bridge courses

7. Yoga and meditation

8. Personal Counselling

Answer before DVV Verification : D. Any 4 of the above
Answer After DVV Verification: D. Any 4 of the above

5.1.4	Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

5.1.4.1. Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
22	0	0	0	0

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
22	0	0	0	0

5.1.6	The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Answer before DVV Verification : Yes
Answer After DVV Verification: Yes

5.2.1	Average percentage of placement of outgoing students during the last five years

5.2.1.1. Number of outgoing students placed year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
2	0	0	0	0

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
2	0	0	0	0

5.4.3	Number of Alumni Association / Chapters meetings held during the last five years

5.4.3.1. Number of Alumni Association /Chapters meetings held year-wise during the last five

years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
3	3	3	3	3

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

6.2.3	Implementation of e-governance in areas of operation 1. Planning and Development 2. Administration 3. Finance and Accounts 4. Student Admission and Support 5. Examination Answer before DVV Verification : C. Any 3 of the above Answer After DVV Verification: D. Any 2 of the above

6.3.3	Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years 6.3.3.1. Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	0	0

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	0	0

6.4.2	Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs) 6.4.2.1. Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs) Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
2	0	0	0	0

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	0	0

6.5.3	Average number of quality initiatives by IQAC for promoting quality culture per year

6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
2	4	5	2	0

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	1	0	0

7.1.10	Number of Specific initiatives to address locational advantages and disadvantages during the last five years 7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
01	01	01	01	01

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
01	01	01	01	01

7.1.11	Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

Answer before DVV Verification:

2016-17	2015-16	2014-15	2013-14	2012-13
01	01	01	01	01

Answer After DVV Verification :

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	01

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7.1.12	Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff Answer before DVV Verification : Yes Answer After DVV Verification: Yes
7.1.13	Display of core values in the institution and on its website Answer before DVV Verification : Yes Answer After DVV Verification: Yes
7.1.16	The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions Answer before DVV Verification : Yes Answer After DVV Verification: Yes

2.Extended Profile Deviations

ID	Extended Questions
1.1	Number of courses offered by the institution across all programs during the last five years Answer before DVV Verification : 08 Answer after DVV Verification : 282
1.3	Number of new programmes introduced in the college during the last five years Answer before DVV Verification : 02 Answer after DVV Verification : 00
2.3	Number of outgoing / final year students year-wise during the last five years Answer before DVV Verification: <table><tr><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td><td>2012-13</td></tr><tr><td>134</td><td>139</td><td>108</td><td>104</td><td>117</td></tr></table> Answer After DVV Verification: <table><tr><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td><td>2012-13</td></tr><tr><td>180</td><td>160</td><td>161</td><td>136</td><td>82</td></tr></table>
2.4	Total number of outgoing / final year students Answer before DVV Verification : 602 Answer after DVV Verification : 720
3.3	Number of sanctioned posts year-wise during the last five years Answer before DVV Verification: <table><tr><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td><td>2012-13</td></tr><tr><td>12</td><td>12</td><td>12</td><td>12</td><td>12</td></tr></table>

	Answer After DVV Verification:				
	2016-17	2015-16	2014-15	2013-14	2012-13
	13	13	13	13	13

4.1	Total number of classrooms and seminar halls Answer before DVV Verification : 08 Answer after DVV Verification : 08
4.4	Unit cost of education including the salary component(INR in Lakhs) Answer before DVV Verification : 19379.75 Answer after DVV Verification : 0.27
4.5	Unit cost of education excluding the salary component(INR in Lakhs) Answer before DVV Verification : 7687.37 Answer after DVV Verification : 0.0862