



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

##### 1.Name of the Institution

BANIPUR MAHILA MAHAVIDYALAYA

- Name of the Head of the institution **Dr. Bidisha Ghosh Dastidar**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **08967733551**
- Mobile No: **8017874525**
- Registered e-mail **banipurmahilamahavidyalaya@gmail.com**
- Alternate e-mail **bidishaghoshdastidar@yahoo.co.in**
- Address **Dr.Bidhan Chandra Roy Road,  
Banipur, Habra, 24 Parganas (N)**
- City/Town **Habra**
- State/UT **West Bengal**
- Pin Code **743233**

##### 2.Institutional status

- Type of Institution **Women**
- Location **Urban**
- Financial Status **Grants-in aid**

- Name of the Affiliating University **WEST BENGAL STATE UNIVERSITY**
- Name of the IQAC Coordinator **Mahua Basu**
- Phone No. **08967733551**
- Alternate phone No. **9830655792**
- Mobile
- IQAC e-mail address **mahua.basu@yahoo.com**
- Alternate e-mail address **amiemahua@gmail.com**

**3.Website address (Web link of the AQAR (Previous Academic Year))** <https://www.banipurmahilamahavidyalaya.in/aqar/>

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

- if yes, whether it is uploaded in the Institutional website Web link: <https://www.banipurmahilamahavidyalaya.in/>

#### 5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>C</b>	<b>1.69</b>	<b>2018</b>	<b>03/07/2018</b>	<b>02/07/2023</b>

**6.Date of Establishment of IQAC** **22/04/2014**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>Institutional 1</b>	<b>Construction and maintenance</b>	<b>University</b>	<b>2021 1 year</b>	<b>14955</b>
<b>Institutional 1</b>	<b>Library and laboratory</b>	<b>State Government</b>	<b>2021 1 year</b>	<b>30227989</b>
<b>Institutional 1</b>	<b>Miscellaneous</b>	<b>Local Bodies</b>	<b>2021 1 year</b>	<b>20000</b>

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

- Upload latest notification of formation of IQAC [View File](#)

**9.No. of IQAC meetings held during the year** 6

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

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

- If yes, mention the amount

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

Pandua wheelchair donation

Webinars

Departmental E-magazine publish

Covid Battalion

Vaccine drive

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

Plan of Action	Achievements/Outcomes
Celebration of various days like Vivek Jayanti, Republic Day, Independence Day, etc.	Various days like Vivek Jayanti, Republic Day, Independence Day, etc. were celebrated.
Celebration of International Yoga Day	International Yoga Day was celebrated
Organization of Covid-19 Vaccination Programme	Covid-19 Vaccination Programme was organized in our college campus
Social Outreach Programme	Wheelchair distribution at Pandua
Organization of Online Workshop on Taekondo and Self-defense	Online Workshop on Taekondo and Self-defense was organized
Organization of various International and National Webinars	Various International and National Webinars were organized.
Organization of SESREC Cell Institutional Workshop on Beat Covid-19.	SESREC Cell Institutional Workshop on Beat Covid-19 was organized.
Celebration of World Environmental Day	World Environmental Day was celebrated, along with Week long Tree Plantation Programme by Nature Club with IQAC.

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

- Name of the statutory body

Name	Date of meeting(s)
GOVERNING BODY	21/04/2022

14. Whether institutional data submitted to AISHE

**Part A****Data of the Institution**

<b>1.Name of the Institution</b>	<b>BANIPUR MAHILA MAHAVIDYALAYA</b>
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• Mobile					
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• Alternate e-mail address	amiemahua@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://www.banipurmahilamahavidyalaya.in/aqar/">https://www.banipurmahilamahavidyalaya.in/aqar/</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.banipurmahilamahavidyalaya.in/">https://www.banipurmahilamahavidyalaya.in/</a>				
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Institutional	Miscellaneous	Local Bodies	2021 1 year	20000	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

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<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
Pandua wheelchair donation		
Webinars		
Departmental E-magazine publish		
Covid Battalion		
Vaccine drive		
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		

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<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
GOVERNING BODY	21/04/2022
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2020-2021	01/02/2022



<b>15.Multidisciplinary / interdisciplinary</b>
Various interdisciplinary seminars are held in the institution.
<b>16.Academic bank of credits (ABC):</b>
There is no formal bank but drop outs are allowed to complete their degree .
<b>17.Skill development:</b>
Various workshops are held with skill development institutes under the government scheme
<b>18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>
Sanskrit course is held .
<b>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</b>
NA
<b>20.Distance education/online education:</b>
None at present

### Extended Profile

<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	08
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	779
File Description	Documents
Data Template	<a href="#">View File</a>
2.2	218

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
2.3		<b>141</b>
Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>3.Academic</b>		
3.1		<b>45</b>
Number of full time teachers during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
3.2		<b>46</b>
Number of Sanctioned posts during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>4.Institution</b>		
4.1		<b>12</b>
Total number of Classrooms and Seminar halls		
4.2		<b>1582744.52</b>
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		<b>15</b>
Total number of computers on campus for academic purposes		

**Part B****CURRICULAR ASPECTS**

## 1.1 - Curricular Planning and Implementation

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

The institution, Banipur Mahila Mahavidyalaya follows a well planned curriculum delivery and documentation system. The institution has an active Internal Quality Assurance Cell( IQAC) that keenly monitors the activities of all other committees and sub-committees. The Academic sub - committee, as directed by the Internal Quality Assurance Cell(IQAC) supervises all the matters of curriculum activities. The Academic sub- committee holds meeting with the departmental heads at the beginning of each semester to plan for a systematic method of curriculum delivery and documentations as follows:

- Ensuring that all the departments follow University curriculum properly.
- Preparation of academic calendar before the commencement of each academic year.
- The various departments, as directed by Internal Quality Assurance Cell( IQAC), hold departmental meetings before the commencement of each semester to ensure proper curriculum delivery and documentation.
- The departments hold their meetings with their departmental teachers for syllabus distribution and to discuss about other departmental activities like seminars, students magazine etc.
- The methods of teaching, that the teachers follow, include chalk and talk method, discussion method, question-answer sessions. Apart from these, the departments make use of the resource materials shared by the faculty of other colleges as part of the resource sharing mechanism. ICT based teaching-learning method, PPT presentation, field projects as directed by the teachers according to the requirements of the concerned subjects, audio-visual lectures are also used to ensure smooth delivery of curriculum.
- The institution conducts internal assessment, following the guidelines of the affiliated University and parent- teacher meeting is conducted to discuss students progression with the parents.
- Students excursion, field work, laboratory facilities for practical purpose in different subjects are the other methods of curriculum delivery.
- All the departments guide and encourage the students for preparing wall magazine or e-magazine, and organise students

seminar or webinar to present paper on topics related to their syllabus.

- All the departments conduct state level or national level or international level seminar or webinar where resource persons with exceptional intellect is invited from other colleges or universities to enrich the students through their informative lectures.
- All the departments arrange tutorial class, remedial class for the comparatively weak students.
- The departments of the institution purchase books for the college library and for the departmental library also so that the students can use those books for referencing. Access to various online libraries like the National Library, Nlist has been created during the pandemic so that the students can access the books.
- During the pandemic situation, all the departments conducted online classes through Google Meet or Zoom and archived the students' attendance in Google classroom.
- Each department has its individual email id where students submit their answer scripts after the examination..

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://youtu.be/pUtcFe_pIIE">https://youtu.be/pUtcFe_pIIE</a> , <a href="https://youtu.be/nU9cx-x_eNM">https://youtu.be/nU9cx-x_eNM</a> , <a href="https://youtu.be/H3MF22E2Ilo">https://youtu.be/H3MF22E2Ilo</a> ,

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

The institution adheres to the academic calendar provided by the affiliated University for the conduct of Continuous Internal Evaluation (CIE). According to the guidelines of the University, under the guidance of Internal Quality Assurance Cell(IQAC), Academic sub-committee prepares the institution's academic calendar to conduct semester wise internal assessment throughout the year and preserves all the documents such as question paper, marks foil etc.

- The total marks for the internal evaluation of BA and BSC is 25. The division of marks according to the programme are as follows:

Programme Title

Theory(Attendance)

Theory(Internal)

Practical(Attendance)

Practical(Internal)

Total Marks

B.A

5

20

25

B.Sc

2

8

3

12

25

- The question pattern for Internal Evaluation is according to the instructions of the Board of Studies of each discipline and may vary from hand-written project or PPT presentation or written test or assignment or seminar presentation etc.
- The question papers are set by the departmental teachers and they are archived properly for documentation.
- During the pandemic, each department has created its individual mail id so that students can submit their answer scripts.

- After the completion of Internal assessment , all the departments prepare marks foil for Evaluation. The marks foil are then preserved for documentation.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**

**Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

**C. Any 2 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

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

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

8

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

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

2

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

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

150

**1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year**

150

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

**1.3 - Curriculum Enrichment**

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

The institution arranges for various programs relevant to professional ethics, gender, human values and environment and sustainability.

The various programs are listed below,

1. Our institution in collaboration with MGNCRE had conducted a workshop on social entrepreneurship program for empowerment of our students.

- To ensure employability of the female students the college conducts skill development programs in collaboration with Anudwip Foundation.
- Our institution celebrated "International Women's Day" highlighting the yearly slogan where a felicitation program was arranged for women in different professions.
- Our institution had also arranged for a webinar on "Liberal feminist thought: Convergences and Divergences" to create awareness among our students.
- Another outreach programme has been organised by our institution to celebrate the "International Day of Persons with Disabilities" by handing over a wheel chair to Pandua Pratibandhi Kalyan Samiti for a disabled child.
- Some departments of our institution celebrate the different occasion related to environment such as 'National Wildlife Day', 'Lion day', 'Elephant Day', 'Barsha Mangal' (Monsoon festival), 'Ozone Layer Preservation Day' etc. through some audio-video recording and cultural programme. Even on the occasion of Raksha Bandhan our institution celebrated "Vriksha Raksha Bandhan" by tying Rakhi, made by our students, to the trees.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

2



File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

30

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

## 1.4 - Feedback System

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

**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	<a href="#">View File</a>

**1.4.2 - Feedback process of the Institution may be classified as follows**

**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://www.banipurmahilamahavidyalaya.in/">https://www.banipurmahilamahavidyalaya.in/</a>

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

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

**2.1.1.1 - Number of sanctioned seats during the year**

513

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

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

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

67

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

1. The institution takes measures for both the advanced and slow learners. Apart from regular classes, remedial classes, tutorial classes are offered and doubt clearing sessions are organised specially for the slow learners.
2. Both advanced and slow learners are encouraged to use library as much as possible.
3. Special attention is given to advanced learners .Additional reference materials (articles,magazines,journals,website links,books) are provided to them.
4. Different ICT tools, especially Power Point presentations,projectors are used for slow and advanced learners.

5.Career counselling is organised in association with counsellor ( Praiti Chakrabarti,SACT ,Department of psychology S.A.Jaipuria college psychological therapist in various hospitals Ph.D. Research fellow in Calcutta University).

6.Spoken English classes are provided yearly as an add on course.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
779	47

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

1. For participative learning the institution encourages students to participate in different skill enhancing programmes like yoga and taekwondo and they also participate in state and national level competitions .
2. Botany and Zoology departments arrange special classes in the college premises for flora and fauna identification under participative learning,
3. Physical education department organises yoga training programme as a part of their curriculum under participative learning.
4. The respective departments of the college publish magazines and students participate .Apart from departmental magazine, the college also publishes a general magazine (Muktodhara).

5.The college helps students to sort out problems they face in their personal lives and academics through counselling(Praiti Chakrabarti,SACT Department of psychology S.A.Jaipuria college psychological therapist in various hospitals Ph.D. Research fellow in Calcutta University).

6. Many other cultural programmes (fashion show,debate) are annually held as to manifest the potentialitiesof the students to aid their holistic development.

7.For experiential learning our students are being taken for study tours/ excursions(2) and they are also given project works based on their subjects.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

1. Projectors, white boards and online platforms are regularly used to enhance the students' understanding of their subjects.
2. To combat pandemic situation Google Classroom and Google meet online platforms were used to take classes so that the students do not suffer in their studies. And different contents and study materials were shared with them. Students were also given different assignments, projects and class works.

3. The institution has a YouTube channel (<https://www.youtube.com/channel/UCm8yDFSQfqqgMdyWsjvAuA>) to upload different virtual classes and seminars so that students can go through them whenever needed. Live

streaming of webinars is also done for students and other viewers.

4. Each department has different WhatsApp groups for individual semesters and also Telegram groups for sharing large contents with the students.

5. The institution has tie ups with other colleges (Amdanga Jugal Kishore Mahavidyalaya, Netaji Satabarshiki Mahavidyalaya) to upload and share resources with them.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

#### 2.3.3.1 - Number of mentors

47

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

46

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

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

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

6

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

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

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

338

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

## 2.5 - Evaluation Process and Reforms

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

1. Regular internal assessment for every semester is conducted for continuous internal evaluation and monitoring progress of the students.

2. Regular class tests are also conducted by the institution.

3. Results are discussed with students for better transparency.

4. Based on parameters like, skill, innovation, teamwork, public speaking, social behaviour etc., certificates are awarded to students annually by the institution.

5. As the teaching learning process shifted to online mode from offline due to covid-19 pandemic, the CIE system has effectively conducted online tests.

6. Internal examination results are published within 10 days of submission of answer scripts

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

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

1. The institution has a dedicated grievance redressal cell to deal with any and all the grievances of the students arising

from the disputes regarding internal examination if and when they arise.

2. The cell has a convener (Nandini Halder) to work with the related members(Sathi Debnath,Saraswati Sarkar) .
3. All evaluated procedures are discussed with the students and the process is kept neutral and open.The drawbacks are also discussed with the students
4. Results of the internal examinations are published within 10 days of submission of answer scripts, shared with students and any grievance is redressed within 3 days.
5. Professor Rima Kanjilal held the post od RTI officer of the institution during the academic year 2018-19.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

1. After the admission procedure is over and the session starts, an induction programme is arranged by the institution where head of the institution delivers an introductory lecture .
2. An introductory session is held there after between teachers of each departmentand their respective students.
3. When the classes start syllabus is shared with the students and mode of teaching is discussed in details.



File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.banipurmahilamahavidyalaya.in/">https://www.banipurmahilamahavidyalaya.in/</a>
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

1. Many alumni of the institution have secured permanent jobs in government schools and banking sectors.
2. Some of them have enrolled themselves in higher studies such as Masters and Doctoral programme.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

141

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

2.7 - Student Satisfaction Survey

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

<https://www.banipurmahilamahavidyalaya.in/>

**RESEARCH, INNOVATIONS AND EXTENSION****3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

00

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

**3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year****3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

00

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

**3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year****3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

14

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

03

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

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

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

01

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

### 3.3 - Extension Activities

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

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

Title of the Activities

Organising unit/ agency/ collaborating agency

Number of teachers coordinated such activities

Number of students participated in such activities

Covid Help Line

Covid Battalion, Banipur Mahila Mahavidyalaya

12

16

Week Long Tree Plantation Programme

Nature Club, Banipur Mahila Mahavidyalaya

46

00

Mask Distribution

Covid Battalion, Banipur Mahila Mahavidyalaya

12

16

Sensitization against stigmatization of Covid 19

Covid Battalion, Banipur Mahila Mahavidyalaya

12

16

Yash Relief

Faculty, Banipur Mahila Mahavidyalaya

46

00

Sanitizer Distribution

Covid Battalion, Banipur Mahila Mahavidyalaya

12

16

SESREC Workshop on Beat Covid

Banipur Mahila Mahavidyalaya in collaboration with MGNCRE,  
Ministry of Education, GoI.

46

50

Food Distribution to Covid Affected People

Covid Battalion, Banipur Mahila Mahavidyalaya

12

16

Yoga for Physical and Mental Wellbeing

Department of Physical Education, Banipur Mahila Mahavidyalaya

46

151

Vaccination Awareness

Department of Physical Education, Banipur Mahila Mahavidyalaya

46

119

**Visit to Jigra****Faculty, Banipur Mahila Mahavidyalaya**6  
00**Wheelchair distribution at Pandua****Faculty, Banipur Mahila Mahavidyalaya**6  
00

**Vaccination of Students Banipur Mahila Mahavidyalaya, West Bengal  
Higher Education Department, West Bengal Health Department 7 105  
Safe Home for Yash Affected People Banipur Mahila Mahavidyalaya,  
Habra Municipality 25 00**

File Description	Documents
Paste link for additional information	<a href="https://youtu.be/dLXcnYdeeKU">https://youtu.be/dLXcnYdeeKU</a>
Upload any additional information	<a href="#">View File</a>

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

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

03

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

**3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS**

awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year

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

04

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

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

226

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

### 3.4 - Collaboration

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

02

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

00

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

Banipur Mahila Mahavidyalaya is known for lush green campus with various trees like mango, jackfruit, wood apple etc. The campus is spread over 26 bighas of land including a very big play ground. The institution is committed to achieve academic excellence by providing quality education. The Institution has following physical facilities for teaching-learning process. .

- Twelve class rooms
- Dedicated IQAC room
- Three laboratories
- One ICT room
- One big playground



- Seven printers
- Library
- One big reading room attached to the library
- One dedicated room for physical education
- Free Wi-Fi
- Girls common room
- CCTV Cameras
- Ramp
- One Divyanga Special Toilet
- One Pad vending machine
- One Girls changing room
- Three Water purifiers
- Solar System
- One Cycle stand
- Three Water taps for hand wash
- Sanitiser sprayer machine

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

The college has good facilities for conducting sports, games and cultural activities. Students participated in various games and sports activities like Kabaddi, Kho-Kho, Volleyball, Badminton, Athletics, Yoga, Teakwondo, Chess in various level of competition around the country. The institution has following facilities for cultural and sports activities:

- Dedicated cultural sub-committee.
- Dedicated sports-sub committee.
- The college has very large playground which is utilised effectively in various sports activities.
- Facilities for Carroms, Chess, etc.
- Kabaddi court , Kho-Kho court , Volleyball court , Badminton court.
- Long jump pit, throwing sector, temporary Athletic track.
- Our college has a definite policy and plan of action to encourage sports & games.
- Well functioning cultural club.
- Organises various cultural events in our college premises.

- Conduct various competition to promote cultural activities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

1

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

1

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

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

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

510768

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

## 4.2 - Library as a Learning Resource

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

Banipur Mahila Mahavidyalaya is using KOHA. KOHA is a web based Integrated Library Management Software. It supports SQL database of its back end with cataloguing data stored in MARC and accessible via z39.50 or SRU. The user interface is very configurable and adaptable and has been translated into many languages. KOHA has most of the features that would be expected in an ILS , including:

1. Various Web 2.0 facilities like tagging comments
2. Social sharing and RSS feeds
3. Union Catalog facility
4. Customisable search
5. Online Circulation etc.

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

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

C. Any 2 of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

19551

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

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

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

25

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

Banipur Mahila Mahavidyalaya frequently updates its IT facilities to provide the best service to our students, staff and faculties.

- Uninterrupted internet service
- Free Wi-Fi Zone
- Free Wi-Fi in the Library
- Online Class facilities

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

##### 4.3.2 - Number of Computers

15

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

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

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	No File Uploaded

#### 4.4 - Maintenance of Campus Infrastructure

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

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

1345562

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

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

The institution maintains and utilizes the various physical, academic and other facilities to the best of its ability.

- Well maintained laboratory for academic and experimental activities.
- Well maintained library
- Good collection of text and reference books

- Big reading room in the library
- Natural light and hygienic environment.
- Fully automated library
- KOHA Integrated Library Management System.
- NLIST e-resources in our library from anywhere.
- Computer laboratory
- Seminar library for all the disciplines.
- Online question paper
- Lab attendant
- AMC of computer
- Classroom cleaning
- Well Organized Physical Education department.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

331

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

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

##### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the

**institution / non- government agencies during the year**

58

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

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

A. All of the above

File Description	Documents
Link to institutional website	<a href="https://www.banipurmahilamahavidyalaya.in/">https://www.banipurmahilamahavidyalaya.in/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

00

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

120

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

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

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## **5.2 - Student Progression**

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

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

**03**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

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

**19**



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

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

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

00

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities**

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

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

00

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

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

- Banipur Mahila Mahavidyalaya facilitates students' representation and engagement in various administrative, co-curricular and extra-curricular activities throughout the year.
- There is no students council in the college, but one student is elected as the General Secretary (G.S) and she represents various bodies, cells and sub-committees such as:

- 1) Governing Body (GB)
- 2) Internal Quality assurance Cell (IQAC)
- 3) Students' Benevolent Fund Sub-committee
- 4) Students' Concession Sub- committee
- 5) Sports Sub-committee
- 6) Librarian Sub-committee
- 7) Saraswati Puja Sub-committee
- 8) Cultural sub-committee
- 9) Alumni Association, etc,.

File Description	Documents
Paste link for additional information	<a href="https://www.banipurmahilamahavidyalaya.in/">https://www.banipurmahilamahavidyalaya.in/</a>
Upload any additional information	<a href="#">View File</a>

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

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

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

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

- Banipur Mahila Mahavidyalaya has an active Alumni Association. Though it has not been registered yet, we are trying to do so as soon as possible.
- There is an Alumni Sub-committee to run the Association smoothly. The Alumni sub-committee is composed of our teachers and members of the Alumni Association.
- This year the Alumni sub-committee has conducted four meetings where the Alumni members have put forward their well-planned discretions.
- The Association has arranged several cultural events this year and the Alumni members have actively participated & performed various activities in those events.
- Some of the programmes are mentioned as follows:  
Barshamongal programme (Mosoon Festival) Essay competition  
Singing competition Debate Quiz competition Extempore  
Handicraft presentation, etc.

File Description	Documents
Paste link for additional information	<a href="https://www.banipurmahilamahavidyalaya.in/">https://www.banipurmahilamahavidyalaya.in/</a>
Upload any additional information	<a href="#">View File</a>

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

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The Mission of the institution is " WOMEN EMPOWERMENT" and the vision of the institution is "YATRA NARYASTU POOJYANTE".The governance of the institution is reflective and in tune with the Mission and Vision of the institution as all the activities of our college are based in accordance for the empowerment of our students.Ours is a girls college, located in a rural area of north 24 parganas(District)in West Bengal. The main objective of theinstitution is SOCIAL and ECONOMIC empowerment of the female students through various activities:

- Apart from the University prescribed Curriculum, the institution conducts someValue added courses like Spoken English course,Sanskrit course,Taekwondo course.
- There is an effective code of conduct and the students are instructed to follow the rules and norms accordingly to maintain the self discipline as well as that of the institution at large.
- Various activities to improve the speaking skills of the students publicly are carried out in our college like paper presentations in Students' webinars, participation in inter college Debates/quiz competitions.
- The institution has opened avenues for our students in development of their skills by collaborating with ANUDIP FOUNDATION which is an Organisation under National Employment Scheme.They provide training to the students to ensure their Placement in various companies to make them economically independent.
- The institution in collaboration with MGNCRE(Mahatma Gandhi National Council Of Rural Education)have encouraged our students to become self independent by organising workshops on Social Entrepreneurship and many of our students have started their own business to become Economically Independent.
- The PHYSICAL EDUCATION Department trains the students in various physical activities like Yoga, aerobic exercises,

and different kinds of Sports(indoor and outdoor).The students have participated in various Inter state,National level competitions and won awards in Kabaddi competitions and other games.

- The institution has an effective NSS(National Service Scheme) unit and training in various activities are given to the students such as, on maintaining self cleanliness and Hygiene,self defense to protect oneself from social malices.Apart from these the NSS unit activities include distribution of fruits to the patients in the hospitals,educating the children in the backward areas and also distributing food and books to them. In the Pandemic situation the NSS unit students have also distributed masks and sanitizers in the local community as a measure of maintaining community cleanliness and hygiene.
- Psychological,financial,academicCounselling is provided to the students through Mentor - Mentee meetings which are held in the institution at periodic intervals.
- The Institution recognizes students' achievements and they are awarded with certificates,memento and other prizes for their academic excellence in the annual prize distribution ceremony.
- The institution gives a lot of importance to other Co-Curricular activities such as painting, singing, dancing, elocution, besides academics for the all round development of the students.
- Days of importance[Independence day, Republic day, Birth and Death anniversaries of famous personalities]are celebrated in the institution through webinars, Cultural programmes,posters competitions, magazines, short videos and so on to increase awareness among the students and to enhance their general knowledge.
- Many of our ALUMNI have got jobs in government/private sectors including schools, colleges, courts, banks and other organisations.
- Extension Lectures are held in every department to improve the academic excellence of the students.Hence, it is seen that our institution aims at Physical, Psychological, Social, Emotional, Moral, Aesthetic development of the students for an all round development of their Personality. Through these activies the governance of The institution runs in tune with the Mission and Vision of our institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

There are many practices of decentralization and participative management that are exercised in the college. To mention a few of them are as follows:

- The organogram of the institution is clearly indicative of the decentralized and participative management practised in the institution. As is seen in the organogram the Governing body is the highest body of authority with Principal as secretary.
- The IQAC or the Internal Quality Assurance Cell is the most important administrative unit of the institution. The Internal Quality Assurance Cell chalks out well planned strategies for guiding and monitoring quality assurance and quality enhancement of the college. The IQAC channelizes and systemizes the measures and efforts towards quality enhancement through the different sub committees assuring academic and quality excellence. The various sub-committees work under the efficient and able guidance of the IQAC.
- Four sub-committees are constituted directly by the Governing body- Academic-sub committee, Finance sub-committee , Building Sub-committee, and Provident Fund Sub-committee.
- Apart from these four there are twenty-six teacher's council formed committees working under the aegis of the IQAC.
- The Institution follows a trickle down scheme for effective policy dissemination. Policies are adopted by the IQAC and implemented through the various sub-committees which after implementation report back to the IQAC regarding progress. This is how the Institution maintains participative management.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

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

The institutional plan/strategies are effectively deployed. The strategies are planned keeping in mind the Mission and Vision of the institution which aims at EMPOWERMENT OF WOMEN as our is a girls' college and is located in a rural area of North 24 parganas, West Bengal. So our main objective is social and economic empowerment of the students along with academic empowerment to make them self-sufficient in all aspects and bring progressive changes in their outlook.

The various activities planned in our institution during this year [2021] were:

- Organizing SESREC institutional workshop on Social Entrepreneurship on 20th January, 2021.
- Celebration of Swami Vivekananda's 158th birth anniversary on the 12th of January followed
- by the celebration of the Youth Week.
- Celebration of BHASHA DIVAS on the 21st of February'2021.
- Celebration of INTERNATIONAL WOMEN'S DAY on the 8th of March'2021.
- Celebration of Vasanth Utsav on the 25th of March'2021.
- Celebration of Rabindra Jayanti on the 8th of May'2021.
- Celebration of Nazrul Jayanti on the 29th of May'2021.
- Celebration of WORLD ENVIRONMENT DAY on the 5th of June'2021 and a week-long program on Tree Plantation.
- Organizing of SESREC institutional workshop on Beat Covid on 15th of June'2021.
- Celebration of INTERNATIONAL YOGA DAY on the 21st of June'2021.
- Organizing of a 2day State Level workshop on WRITING A RESEARCH PAPER on the 28th and the 29th of June'2021.
- Celebration of Vriksha Raksha Bandhan in collaboration with MGNCRE on the 23rd of August'2021.
- Celebration of National Sports Day on the 29th of August'2021.

- Celebration of Barsha Mangal by the Alumni students on the 28th of September'2021.
- Organizing an INDUCTION PROGRAMME with the 1st semester students on the 5th of October'2021.
- Celebration of BODHON, A cultural fiesta was organized on the 8th of October, 2021
- Organizing of a Vaccination camp in our college campus on the 8th of October'2021
- A visit to JIGRA (our adopted village) for distribution of clothes to the village people was organized on the 9th of October '2021
- Distribution of wheel chair to the physically handicapped children in PANDUA was organized on the 3rd of December'2021.
- Organizing of a Webinar on MAHILA SWANIRVAR PRAKALPA on the 6th of December, 2021.
- Organizing of Taekwondo, a self- defense workshop from 20.12.2021 to 24.12.2021
- Organizing of various extension Lectures and Departmental webinars between June 2021 to September 2021.
- Publication of Departmental e-zines of all the departments to be done within December, 2021.
- Celebration of various important days by various departments to be organized such as World's Poets Day, Book Lovers Day by the Department of ENGLISH, International Day for the preservation of Ozone Layer by The Department of GEOGRAPHY. National Wild Life Day by the Department of ZOOLOGY and so on.
- Organizing a Webinar on "Vaccination Awareness for Preventing Covid19" on 25th June, 2021 by department of physical education in collaboration with IQAC.

Hence, it is seen that we have planned all these activities keeping in mind the all-round development of our students which leads to their strong Personality Development. All the programs were executed on an online platform [ GOOGLE MEET] due to the pandemic.



File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The functioning of the Institutional bodies is Effective and Efficient in terms of Administration, policies and procedures followed.

- The IQAC (Internal Quality Assurance Cell) is the highest body of administration of the institution.
- The Internal Quality Assurance Cell [IQAC] chalks out well planned strategies, guiding and monitoring quality assurance and quality enhancement of the institution, channelizes and systemizes the measures and efforts through the different Sub-Committees assuring academic and quality assurance.
- The institution adheres to the Academic Calendar of the Affiliating University to conduct all the academic activities.
- Continuous Internal Evaluation of the students is done by evaluating their achievements through a series of curricular and co-curricular activities.
- Online classes are taken through google-meet and google classrooms.
- Extension Lectures are organized in the institution for enriching the knowledge of the students.
- Departmental meetings are held regularly to plan about the Departmental activities.
- The Student Representative is elected according to the UGC norms maintaining proper documentation.
- There is a well-equipped Library which is used by the teachers and students for their reference, it is fully automated and uses KOHA integrated management system.
- There is a dedicated E-mail ID of each department for the faculty and the students which help in effective dissemination of information.
- 'INFLIBNET' is an important tool in the institution for reference available to teachers.

- The online Lectured in Audio-Visual form is available in the YouTube channel of our institution.
- The Physical-Education Department is well equipped with necessary sports equipment's.
- The entire college premise is WI-FI enabled and each student and staff have access to the same.
- The college has obtained its own G-Suite and all the proceedings of various meetings, webinars, workshops, examinations and other activities are recorded.
- Classes are held according to the MASTER ROUTINE prepared semester wise.
- The NSS Unit carries out various social activities in the college and the local community.
- In The Mentor-Mentee meetings the students are given Guidance and Counselling sessions by the mentors to solve the Financial, psychological and various types of problems faced by the students.
- There is a well maintained laboratory for Science students'.
- The teachers of the college are appointed after the candidates have been recommended by the College Service Commision, which is a state government agency that recommends candidates for appointment in government aided colleges.
- Service books are maintained for all Teaching and Non-Teaching staff in accordance with the guidelines of the affiliating university where mainly the various Leaves taken, promotion details and so on are recorded.

These are the various ways of running the institution effectively for the all round development of the students and the holistic development of the Institution.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://www.banipurmahilamahavidyalaya.in/">https://www.banipurmahilamahavidyalaya.in/</a>
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance

A. All of the above

## and Accounts Student Admission and Support Examination

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

### 6.3 - Faculty Empowerment Strategies

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

The Institution conducts many welfare activities for facilitating its teaching and non-teaching staff.

**Teaching:** Our college provided financial support to our teaching staff whose house was destructed by a cyclone. Economic help was also provided to our teaching staff to conduct the last rites after her father's demise. During the epidemic, we provided them information regarding oxygen and hospital beds to our sick staff and helped them to recover mentally and economically.

**Non-teaching:** Our College has provided financial support to two of our non-teaching staffs. In case of medical emergency our college tries to help the financially weak non-teaching staff. Academic support is also provided to the children of our non-teaching staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

N.A.

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

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

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

1

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

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

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

05

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

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

- The performance of the institution is clearly visible from the Appraisal System of the Teaching and non-teaching staff.
- There is a SELF-APPRAISAL DIARY for all the teaching and non- teaching staff of the college where the day -to day activities are recorded by both the Teaching and Non-Teaching staff.
- The teaching staff are required to record the classes allotted to them, the classes taken by them[ in both honors and general courses semester wise], assignments completed, meetings attended or conducted ,Invigilation duties and other academic activities and so on.
- The Non-Teaching staff are required to maintain their daily official activities in the self-appraisal diary.
- The diaries are finally submitted to the IQAC and The Principal for approval.
- The self -appraisal diaries help in self-assessment of the staff of the college and finally gives a chance to further improve their individual performances and also helps in the improvement of the institution at large.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various

internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Every year the External financial audit is conducted by a Government appointed auditor in the college and the whole process takes place according to the government directives. The Principal, the Bursar, the Chief accountant, the Head clerk and the cashier arrange the whole process. This year, due to the Pandemic, the external financial audit of the previous financial year [2019-'20] was done in the college office on the 16th of March, 2021 by Mr. Nilanjan Kayal [chartered accountant] from the K.K. KOYAL & COMPANY. The external financial audit for the financial year 2020-21 will be done in 2022.

The Internal financial audit is also conducted every year by The Principal, The bursar, the head clerk, the chief accountant and the cashier in the college every year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

**NIL**

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

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

The Finance Sub-Committee of the institution takes all the major decisions regarding finances. All major expenses are made through

e-tender. Day to day account is maintained through a cash book which is maintained by the chief accountant, cashier, verified by the Bursar and passed accordingly. There is a digitalized signature of the authority for drawing and disbursal of funds and government grants. Our college has undertaken many developmental activities such as construction of the college building, renovation of the staff and students' toilets, construction of water taps (specially for the pandemic situation), plantation of trees in the college campus, buying a sanitizer spraying machine to maintain the hygiene of the college campus by utilizing its own funds.

This year the Institution admitted 1st semester students for a mere amount of Rs1 as admission fee.

We have also donated wheel chair to the physically challenged children in Pandua Society for Disable and also distributed clothes to the financially backward people in Jigra [adopted village of the institution.]

The institution ensures optimal utilization of its resources. The college campus was selected to be the safe home for YASH effected victims. The college also served as the polling station for state legislative assembly and also local minicipal elections. The college also conducted vaccine camps for its students.

Besides these our institution utilises its funds in providing salaries to the unapproved staff, paying electric and telephone bills of the college, buying library books, library software, computer equipments, laboratory equipments and so on. Expenditures on broad band, software online admission, students health home, NSS programmes, printing, stationary, travelling, renewal of college website are also made from the college fund.

These are some of the ways for mobilization of funds and optimal utilization of resources.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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

Sl. No.

Year

Name of quality initiative by IQAC

Date of conducting activity

Duration from

Duration to

No. of participants

1

2021

Celebration of Swami Vivekananda's 158th Birth Anniversary

12/01/2021

12/01/21

12/01/21

70

2

2021

Celebration of 158th Birth Anniversary of Swami Vivekananda and observance of 37th National youth week Festival

14/01/2021

14/01/21

14/01/21

99



3

2021

SESREC cell institutional workshop

20/01/2021

20/01/21

20/01/21

85

4

2021

Celebration of 72nd Republic Day

26/01/2021

26/01/21

26/01/21

72

5

2021

State level online quiz (English Department )

27/01/2021

27/01/21

27/01/21

76

6

2021

A Tribute to Jean Austen, magazine of English department.

30/01/2021

30/01/21

30/01/21

86

7

2021

Celebration of 21th February (Bhashadibos)

21/02/2021

21/02/21

21/02/21

102

8

2021

International Women's Day Celebration

08/03/2021

08/03/2021

08/03/2021

114

9

2021

Basant Utsav, 2021

25/03/2021

25/03/2021

25/03/2021

132

10

2021

Resource Sharing

02.01.2021. to 31.03.2021.

02.012021.

31.03.2021.

750

11

2021

RabindraJayanti 2021

08/05/2021

08/05/2021

08/05/2021

109

12

2021

Celebration of NajrulJayanti, 2021

29/05/21

29/05/21

29/05/21

101

13

2021

World Environmental Day Celebration, Week Long Tree Plantation Programme, 2021 by Nature Club with IQAC

05/06/2021

05/06/2021

12/06/2021

148

14 2021 Distribution of 'YASH' relief 14/06/2021 14/06/2021  
14/06/2021 134

15

2021

SERSREC Cell Institutional Workshop On Beat Covid-2021

15/06/21

15/06/21

15/06/21

85

16

2021

Celebrates International day of yoga

21/06/21

21/06/21

21/06/21

100

17

2021

Practicing yoga for physical and mental well-being

21/06/2021

21/06/2021

30/06/2021

151

18

2021

State Level webinar by Department of Zoology on "Amphibion Decline: Are We Allowing An Ecosystem Disaster?"

24/06/21

24/06/21

24/06/21

72

19

2021

State Level Webinar organized by Department of English on "Journey of Modern man through 'The Wasteland': A Reading of T.S.Eliot's Poem"

25/06/21

25/06/21

25/06/21

70

20

2021

Webinar on "Vaccination Awareness for Preventing Covid 19"  
Department of Physical Education.

25/06/21

25/06/21

25/06/21

165

21

2021

2 Day state level workshop on "Writing A Research Paper "

28/06/21

28/06/21

29/06/21

56

22

2021

State Level Webinar on" Application of Anthropology" organized by  
Department of Anthropology

30/06/21

30/06/21

30/06/31

86

23



English departmental Student webinar and Publication of Webzine  
"Literati"

06/07/2021

06/07/2021

06/07/2021

97

27

2021

State Level Webinar by Department of Political Science on "Liberal  
Feminist Thought Convergences and Divergences"

07/07/2021

07/07/2021

07/07/2021

89

28

2021

Political Science departmental Student webinar and Publication of  
Webzine "Politica"

08/07/2021

08/07/2021

08/07/2021

93

29

2021

State Level Webinar by Department of Botany on "Role of



**Genetically Modified Plants in Environment and Food Security"**

09/07/2021

09/07/2021

09/07/2021

96

30

2021

**State Level Webinar by Department of Sociology on "Changing Pattern of Social Interaction in the New-Normal Situation"**

12/07/2021

12/07/2021

12/07/2021

96

31

2021

**Sociology departmental Student webinar and Publication of Webzine "Sociologue"**

12/07/2021

12/07/2021

12/07/2021

93

32

2021

**Physical Education departmental Student webinar and Publication of Webzine "Athlon"**

14/07/2021

14/07/2021

14/07/2021

107

33

2021

Zoology departmental Student webinar and Publication of Webzine  
"Free Wings"

15/07/2021

15/07/2021

15/07/2021

84

34

2021

Botany departmental Student webinar and Publication of Webzine  
"Green Bud"

19/07/2021

19/07/2021

19/07/2021

83

35

2021

Anthropology departmental Student webinar and Publication of  
Webzine "Anthropos"

20/07/2021



26/07/2021

91

39

2021

State Level Webinar by Department of Sanskrit on  
"?? (????????)"

27/07/2021

27/07/2021

27/07/2021

70

40

2021

Philosophy departmental Student webinar and Publication of Webzine  
"Philosophia"

28/07/2021

28/07/2021

28/07/2021

88

41

2021

Bengali departmental Student webinar and Publication of Webzine  
"Stritama"

29/07/2021

29/07/2021

29/07/2021



45

2021

Publication of "Camellia"; Magazine of Bengali Department

08/08/2021

08/08/21

08/08/21

98

46

2021

Celebration of "International Day of World's Indigenous People" organized by Department of Anthropology with IQAC

09/08/2021

09/08/2021

09/08/2021

51

47

2021

Celebration of "World Lion Day and World Elephant Day" organized by Department of Zoology with IQAC

12/08/2021

12/08/2021

12/08/2021

52

48

2021

"Celebration of 75th Independence Day and Art Exhibition"  
organized by Cultural Committee with IQAC

15/08/2021

15/08/2021

15/08/2021

117

49

2021

An Awareness Programme on "Superstitions and Beliefs: a Fight  
Against Irrationality" organized by the departments of  
Anthropology, Botany, Geography, Zoology with IQAC.

20/08/2021

20/08/2021

20/08/2021

109

50

2021

Celebration of "World's Poets Day" and "Book Lovers Day" organized  
by Department of English with IQAC

21/08/2021

21/08/2021

21/08/2021

54

51

2021

Celebration of " VrikshaRakshaBandhan" an Initiative of Mahatma Gandhi National Council of Rural Education(MGNCRE) organized by Teachers, Students and Non-teaching Staffs

23/08/2021

23/08/2021

23/08/2021

114

52

2021

History departmental Student webinar and Publication of Webzine "Srijani"

24/08/2021

24/08/2021

24/08/2021

65

53

2021

National Sports Day organized by department of physical Education in collaboration with IQAC.

29/08/21

29/08/21

29/08/21

70

54



2021

National Wildlife Day organized by department of Zoology in collaboration with IQAC.

04/09/21

04/09/21

04/09/21

62

55

2021

Celebration of Teachers Day,2021

05/09/21

05/09/21

05/09/21

100

56

2021

International Day for the Preservation of the Ozone Layer program organized by Botany and Geography department.

16/09/21

16/09/21

16/09/21

82

57

2021

Barshamongal programme organised by Alumni students.

28/09/21

28/09/21

28/09/21

90

58

2021

Induction programme, 2021

05/10/21

05/10/21

05/10/21

120

59

2021

Bodhon (cultural programme )

08/10/21

08/10/21

08/10/21

109

60

2021

Vaccination programme in our college campus

08/10/21

08/10/21

08/10/21

115

61

2021

Visit to Jigra

09/10/21

09/10/21

09/10/21

50

62

2021

Wheelchair distribution at Pandua

03/12/21

03/12/21

03/12/21

10

63

2021

Webinar on Mahila SwanirvarPrakalpa

06/12/21

06/12/21

06/12/21

120

64

2021

Taekwondo and Self- defense online Workshop

20/12/21 to 24/12/21

20/12/21

24/12/21

90

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The Internal Quality Assurance Cell [IQAC] chalks out well planned strategies, guiding and monitoring quality assurance and quality enhancement of the institution, channelizes and systemizes the measures and efforts through the different Sub-Committees assuring academic and quality assurance. The IQAC through various committees reviews the teaching learning process at periodic intervals.

#### 1) Curriculum Development -

Curriculum is set by the affiliating university, and the college administration ensures the effective implementation of the curriculum. We organize extension lectures, seminars, webinars, excursions, wall magazines, e-magazines, internal assessments, etc. In this session, 19 state level webinars, and 01 international webinar were held in our college.

#### 2 ) Teaching and Learning -

Teachers of our college try to develop students' interest in learning through innovative teaching methods in addition to the chalk and talk method, by extensive use of the internet facilities, providing them PPT presentations, taking them to field excursions, using audio-visual aids like projector and so on. From the month of November 2021, classes have been commenced in hybrid mode (online and offline). The college arranges various types of competition (activities) like Quiz, Debate etc for the students. Through internal evaluation the quality of the students are assessed. Even in the pandemic situation for Covid-19, teachers have been taking online classes via different online platforms like WhatsApp application (group), Google classroom, Google Meet etc. The college ensures students' participation in webinars, webzine publication, Orientation, workshop to engage them in quality enhancing activities. We also provide education through Resource Sharing in collaboration with other colleges.

File Description	Documents
Paste link for additional information	<a href="https://youtu.be/nU9cx-x_eNM">https://youtu.be/nU9cx-x_eNM</a> , <a href="https://youtu.be/-kfd2xQ1L2Q">https://youtu.be/-kfd2xQ1L2Q</a> , <a href="https://youtu.be/fpG3PcFjpLg">https://youtu.be/fpG3PcFjpLg</a>
Upload any additional information	<a href="#">View File</a>

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

**C. Any 2 of the above**

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

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

The Institution being an all girls college promotes gender equity programs all over the year.

1. Soft skill training such as yoga, taekwondo, spoken english are provided to the students to make them self reliant.

2. Mentoring and psychological support is provided to the students round the year.

3. Webinars on gender sensitization have been arranged to increase awareness among the students.

4. The institution in collaboration with Mahatma Gandhi National Council for Rural Employment had arranged for workshops on social entrepreneurship. After the workshop an intra-college competition was held, where 80 young entrepreneurs participated and presented their entrepreneurship ideas, from which five participants were sent to the regional level competition arranged by the Mahatma Gandhi National Council for Rural Employment .

5. As a measure of Gender equity your college imparts skill development oriented training for the final year students in collaboration with ANUDIP Foundation affiliated under National Employment Policy. Many of our students have been placed after successful completion of the training program.

6. Womens Day celebrations are arranged giving importance to the annual theme. For 2021 the theme was "Let's All Choose to

Challenge" and a program was arranged where women from challenging professions were felicitated.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">The campus has cctv surveillance.</a> <a href="#">Professional counselling is done. Common room is available for the students.</a>

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

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The institution has employed extensive efforts to maintain an eco-friendly campus.

1. For the solid waste management different dustbins are provided to collect different type of waste such as solid, liquid and biochemical. Paper waste has minimized as the admission, teaching-learning, evaluation and official work has shifted to the online mode. Whatever more paper waste is generated is sold to the scrap dealers who sent the papers for recycling.

2. The college has a well built underground sewerage system and the liquid waste is discarded off the campus through that system.

3. As the institution only has general courses for its b.sc students laboratory requirements are few and as such biomedical

waste is also very less. But still the college has separate dustbins for collecting degradable, non-degradable and bio-medical waste.

4. E-waste has not been yet generated in our institution.

5. To facilitate waste recycling process a compost pit has been created to process the degradable waste into organic manure which is used as a natural fertilizer for the plants.

6. The college does not generate radio-active waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus** C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:** A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways



**4. Ban on use of Plastic****5. landscaping with trees and plants**

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

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

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

**C. Any 2 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

**C. Any 2 of the above**

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

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

The Institution gives much effort into observing events promoting an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. The list of activities done are as follows:

- Different sports and cultural activities organized inside the college promote harmony towards each other.
- Celebration of Vivekjayanti
- Celebration of Youth Week
- Celebration of Bhasa Diwas
- Celebration of Women's Day
- Celebration of Republic Day
- Celebration of Parakram Divas
- Saraswati Puja on Basant Panchami
- Celebration of International Yoga day
- Celebration of Basant Utsav
- Observance of Aids Awarenessday
- Celebration of the monsoon festival or Barsha Mangal
- Celebration of Independence Day
- Celebration of the birth anniversary of Rabindranath Tagore
- Observance of World Human Rights Day
- Obsrvance of World Literacy Day
- Observance of World Disability Day

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

The Institution in order to sensitize its students and staff to the constitutional obligations- values, rights, duties and responsibilities of citizens celebrated the The Constitution Day and to mark the occasion an e-zine by the students on the fundamental rights was also published.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

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

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

1. Celebration of Swami Vivekananda's 158th Birth Anniversary
2. Celebration of 158th Birth Anniversary of Swami Vivekananda and observance of 37th National youth week Festival
3. Celebration of 72nd Republic Day
4. Celebration of 21th February (Bhashadibos)
5. International Women's Day Celebration
6. World Environmental Day Celebration, Week Long Tree Plantation Programme, 2021 by Nature Club with IQAC
7. Celebration of International Yoga Day
8. Celebration of "International Day of World's Indigenous People" organized by Department of Anthropology with IQAC
9. Celebration of "World Lion Day and World Elephant Day" organized by Department of Zoology with IQAC
10. Celebration of 75th Independence Day
11. Celebration of "World's Poets Day" and "Book Lovers Day" organized by Department of English with IQAC
12. National Sports Day organized by department of physical Education in collaboration with IQAC.
13. National Wildlife Day organized by department of Zoology in collaboration with IQAC.
14. Celebration of Teachers Day, 2021
15. International Day for the Preservation of the Ozone Layer program organized by Botany and Geography department.
16. Celebration of World Disability Day

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

The Institution has since its inception making remarkable achievements in the academic and outreach programs with its limited scope and resources. Being the most devastating year of the pandemic, 2021, has been a difficult year for everyone. Keeping this in mind Banipur Mahila Mahavidyalaya wanted to extend its services for the greater good of the society. In tune with this, the two best practices of this year are as follows:

- The first best practice of the institution has been the formation of the Covid Battilion Cell. At the time of outbreak of the most deadly 2nd wave the IQAC of the college decided on creating this covid battilion cell comprising with the teaching and non-teaching staff of the college. A 24hrs hotline number was created and help of all kinds ranging from hospital beds, oxygen cylinders, medicines, delivery of cooked food, providing for attendant, and psychol-socialcounselling were provided to those calling on those numbers 24hrs a day, seven days a week. Many of the staff of the college were severly effected by the virus and were provided with oxygen and hospital bed by the covid battilion. Many students of the institution were also helped and guided by the cell. As part of the covid 19 crisis batteling mechanism the college had also arranged for a vaccine camp within the campus to vaccinate its staff and students.
- The second best practice of the institution has been the various social outreach program conducted by the IQAC. During the ongoing pandemic crisis the staff of the college donated money and essential items such as rice, cooking oil, soap, biscuits, sanitizers, spices, salt, sugar were distributed among the poor people of Jigra, the adopted

village. The college premises was selected by Habra Municipality as safe home for YASH effected victims. The locality of the institution was one of the regions which was effected the most because of the cyclone YASH. The institution distributed relief and food materials to the local people effected by YASH. The institution distributed new clothes among the poor people of Jigra before the commencement of Durga Puja, the biggest annual festival of Bengal. The college also donated a wheelchair to Pandua Society for Disable on World Disability Day.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3 - Institutional Distinctiveness

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

The vision of the college is 'Yatra Naryastu Poojyante' which means 'where women are worshipped' and the institution since it's inception has been trying to upheld this motto for the holistic development of its students. The institution arranges for various programmes which not only aim at cognitive development of the students but also trains the students in developing their spoken english skills, yoga, teakwondo and self defence skills, theater workshops, social entrepreneurship skills, psychological mentoring, creating environmental consciousness through celebration of various days, celebration of various days of importan

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The institution, Banipur Mahila Mahavidyalaya follows a well planned curriculum delivery and documentation system. The institution has an active Internal Quality Assurance Cell (IQAC) that keenly monitors the activities of all other committees and sub-committees. The Academic sub - committee, as directed by the Internal Quality Assurance Cell (IQAC) supervises all the matters of curriculum activities. The Academic sub-committee holds meeting with the departmental heads at the beginning of each semester to plan for a systematic method of curriculum delivery and documentations as follows:

- Ensuring that all the departments follow University curriculum properly.
- Preparation of academic calendar before the commencement of each academic year.
- The various departments, as directed by Internal Quality Assurance Cell (IQAC), hold departmental meetings before the commencement of each semester to ensure proper curriculum delivery and documentation.
- The departments hold their meetings with their departmental teachers for syllabus distribution and to discuss about other departmental activities like seminars, students magazine etc.
- The methods of teaching, that the teachers follow, include chalk and talk method, discussion method, question-answer sessions. Apart from these, the departments make use of the resource materials shared by the faculty of other colleges as part of the resource sharing mechanism. ICT based teaching-learning method, PPT presentation, field projects as directed by the teachers according to the requirements of the concerned subjects, audio-visual lectures are also used to ensure smooth delivery of curriculum.
- The institution conducts internal assessment, following the guidelines of the affiliated University and parent-teacher meeting is conducted to discuss students progression with the parents.
- Students excursion, field work, laboratory facilities for

practical purpose in different subjects are the other methods of curriculum delivery.

- All the departments guide and encourage the students for preparing wall magazine or e-magazine, and organise students seminar or webinar to present paper on topics related to their syllabus.
- All the departments conduct state level or national level or international level seminar or webinar where resource persons with exceptional intellect is invited from other colleges or universities to enrich the students through their informative lectures.
- All the departments arrange tutorial class, remedial class for the comparatively weak students.
- The departments of the institution purchase books for the college library and for the departmental library also so that the students can use those books for referencing. Access to various online libraries like the National Library, Nlist has been created during the pandemic so that the students can access the books.
- During the pandemic situation, all the departments conducted online classes through Google Meet or Zoom and archived the students' attendance in Google classroom.
- Each department has its individual email id where students submit their answer scripts after the examination..

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://youtu.be/pUtcFe_p1lE">https://youtu.be/pUtcFe_p1lE</a> , <a href="https://youtu.be/nU9cx-x_eNM">https://youtu.be/nU9cx-x_eNM</a> , <a href="https://youtu.be/H3MF22E2Ilo">https://youtu.be/H3MF22E2Ilo</a> ,

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

The institution adheres to the academic calendar provided by the affiliated University for the conduct of Continuous Internal Evaluation (CIE). According to the guidelines of the University, under the guidance of Internal Quality Assurance Cell(IQAC), Academic sub-committee prepares the institution's academic calendar to conduct semester wise internal assessment throughout the year and preserves all the documents such as question paper, marks foil etc.



- The total marks for the internal evaluation of BA and BSC is 25. The division of marks according to the programme are as follows:

Programme Title

Theory(Attendance)

Theory(Internal)

Practical(Attendance)

Practical(Internal)

Total Marks

B.A

5

20

25

B.Sc

2

8

3

12

25

- The question pattern for Internal Evaluation is according to the instructions of the Board of Studies of each discipline and may vary from hand-written project or PPT presentation or written test or assignment or seminar presentation etc.

- The question papers are set by the departmental teachers and they are archived properly for documentation.
- During the pandemic, each department has created its individual mail id so that students can submit their answer scripts.
- After the completion of Internal assessment , all the departments prepare marks foil for Evaluation. The marks foil are then preserved for documentation.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

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

**C. Any 2 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## **1.2 - Academic Flexibility**

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

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

**8**

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

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

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

2

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

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

150

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

150

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

### 1.3 - Curriculum Enrichment

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

The institution arranges for various programs relevant to professional ethics,gender,human values and environment and

sustainablity.

The various programs are listed below,

1. Our institution in collaboration with MGNCRE had conducted a workshop on social entrepreneurship program for empowerment of our students.
  - To ensure employability of the female students the college conducts skill development programs in collaboration with Anudwip Foundation.
  - Our institution celebrated "International Women's Day" highlighting the yearly slogan where a felicitation program was arranged for women in different professions.
  - Our institution had also arranged for a webinar on "Liberal feminist thought: Convergences and Divergences" to create awareness among our students.
  - Another outreach programme has been organised by our institution to celebrate the "International Day of Persons with Disabilities" by handing over a wheel chair to Pandua Pratibandhi Kalyan Samiti for a disabled child.
  - Some departments of our institution celebrate the different occasion related to environment such as 'National Wildlife Day', 'Lion day', 'Elephant Day', 'Barsha Mangal' (Monsoon festival), 'Ozone Layer Preservation Day' etc. through some audio-video recording and cultural programme. Even on the occasion of Raksha Bandhan our institution celebrated "Vriksha Raksha Bandhan" by tying Rakhi, made by our students, to the trees.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

2

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

30

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

### 1.4 - Feedback System

<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>B. Any 3 of the above</b>
---	------------------------------

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	<a href="#">View File</a>

**1.4.2 - Feedback process of the Institution may be classified as follows**

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://www.banipurmahilamahavidyalaya.in/">https://www.banipurmahilamahavidyalaya.in /</a>

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

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

**2.1.1.1 - Number of sanctioned seats during the year**

513

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

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

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

67

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

1. The institution takes measures for both the advanced and slow learners. Apart from regular classes, remedial classes, tutorial classes are offered and doubt clearing sessions are organised specially for the slow learners.
2. Both advanced and slow learners are encouraged to use library as much as possible.
3. Special attention is given to advanced learners .Additional reference materials (articles,magazines,journals,website links,books) are provided to them.
4. Different ICT tools, especially Power Point presentations,projectors are used for slow and advanced learners.

5.Career counselling is organised in association with counsellor ( Praitī Chakrabarti,SACT ,Department of psychology S.A.Jaipuria college psychological therapist in various hospitals Ph.D. Research fellow in Calcutta University).

6.Spoken English classes are provided yearly as an add on course.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
779	47

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

1. For participative learning the institution encourages students to participate in different skill enhancing programmes like yoga and taekwondo and they also participate in state and national level competitions .
  2. Botany and Zoology departments arrange special classes in the college premises for flora and fauna identification under participative learning,
  3. Physical education department organises yoga training programme as a part of their curriculum under participative learning.
  4. The respective departments of the college publish magazines and students participate .Apart from departmental magazine, the college also publishes a general magazine (Muktodhara).
- 5.The college helps students to sort out problems they face in their personal lives and academics through counselling(Praiti Chakrabarti,SACT Department of psychology S.A.Jaipuria college psychological therapist in various hospitals Ph.D. Research fellow in Calcutta University).
6. Many other cultural programmes (fashion show,debate) are annually held as to manifest the potentialitiesof the students to aid their holistic development.
- 7.For experiential learning our students are being taken for study tours/ excursions(2) and they are also given project works based on their subjects.



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

1. Projectors, white boards and online platforms are regularly used to enhance the students' understanding of their subjects.
2. To combat pandemic situation Google Classroom and Google meet online platforms were used to take classes so that the students do not suffer in their studies. And different contents and study materials were shared with them. Students were also given different assignments, projects and class works.
3. The institution has a YouTube channel (<https://www.youtube.com/channel/UCm8yDFSQfqqgMdyWsjvAuA>) to upload different virtual classes and seminars so that students can go through them whenever needed. Live streaming of webinars is also done for students and other viewers.
4. Each department has different WhatsApp groups for individual semesters and also Telegram groups for sharing large contents with the students.
5. The institution has tie ups with other colleges (Amdanga Jugal Kishore Mahavidyalaya, Netaji Satabarshiki Mahavidyalaya) to upload and share resources with them.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

#### 2.3.3.1 - Number of mentors

47

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

46

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

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

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

6

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

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

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

338

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

### 2.5 - Evaluation Process and Reforms

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

1. Regular internal assessment for every semester is conducted for continuous internal evaluation and monitoring progress of the students.
2. Regular class tests are also conducted by the institution.
3. Results are discussed with students for better transparency.
4. Based on parameters like, skill, innovation, teamwork, public speaking, social behaviour etc., certificates are awarded to students annually by the institution.
5. As the teaching learning process shifted to online mode from offline due to covid-19 pandemic, the CIE system has effectively conducted online tests.

## 6. Internal examination results are published within 10 days of submission of answer scripts

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

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

1. The institution has a dedicated grievance redressal cell to deal with any and all the grievances of the students arising from the disputes regarding internal examination if and when they arise.
2. The cell has a convener (Nandini Halder) to work with the related members (Sathi Debnath, Saraswati Sarkar) .
3. All evaluated procedures are discussed with the students and the process is kept neutral and open. The drawbacks are also discussed with the students
4. Results of the internal examinations are published within 10 days of submission of answer scripts, shared with students and any grievance is redressed within 3 days.
5. Professor Rima Kanjilal held the post of RTI officer of the institution during the academic year 2018-19.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

### 2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

1. After the admission procedure is over and the session starts, an induction programme is arranged by the institution where head of the institution delivers an introductory lecture .

2. An introductory session is held there after between teachers of each department and their respective students.

3. When the classes start syllabus is shared with the students and mode of teaching is discussed in details.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.banipurmahilamahavidyalaya.in/">https://www.banipurmahilamahavidyalaya.in/</a>
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

1. Many alumni of the institution have secured permanent jobs in government schools and banking sectors.
2. Some of them have enrolled themselves in higher studies such as Masters and Doctoral programme.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

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

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

**141**

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

## 2.7 - Student Satisfaction Survey

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

<https://www.banipurmahilamahavidyalaya.in/>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

00

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

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

14

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

03

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

#### 3.2.2 - Number of books and chapters in edited volumes/books published and papers

**published in national/ international conference proceedings per teacher during the year**

**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

01

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

### 3.3 - Extension Activities

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

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

Title of the Activities

Organising unit/ agency/ collaborating agency

Number of teachers coordinated such activities

Number of students participated in such activities

Covid Help Line

Covid Battalion, Banipur Mahila Mahavidyalaya

12

16

Week Long Tree Plantation Programme

Nature Club, Banipur Mahila Mahavidyalaya

46

00



Mask Distribution

Covid Battalion,Banipur Mahila Mahavidyalaya

12

16

Sensitization against stigmatization of Covid 19

Covid Battalion,Banipur Mahila Mahavidyalaya

12

16

Yash Relief

Faculty, Banipur Mahila Mahavidyalaya

46

00

Sanitizer Distribution

Covid Battalion,Banipur Mahila Mahavidyalaya

12

16

SESREC Workshop on Beat Covid

Banipur Mahila Mahavidyalaya in collaboration with MGNCRE,  
Ministry of Education, GoI.

46

50

Food Distribution to Covid Affected People

Covid Battalion,Banipur Mahila Mahavidyalaya

12

16

Yoga for Physical and Mental Wellbeing

Department of Physical Education, Banipur Mahila Mahavidyalaya

46

151

Vaccination Awareness

Department of Physical Education, Banipur Mahila Mahavidyalaya

46

119

Visit to Jigra

Faculty, Banipur Mahila Mahavidyalaya

6

00

Wheelchair distribution at Pandua

Faculty, Banipur Mahila Mahavidyalaya

6

00

Vaccination of Students Banipur Mahila Mahavidyalaya, West Bengal Higher Education Department, West Bengal Health Department 7 105 Safe Home for Yash Affected People Banipur Mahila Mahavidyalaya, Habra Municipality 25 00

File Description	Documents
Paste link for additional information	<a href="https://youtu.be/dLXcnYdeeKU">https://youtu.be/dLXcnYdeeKU</a>
Upload any additional information	<a href="#">View File</a>

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

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

03

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

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

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

04

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

### 3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

226

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

**3.4 - Collaboration**

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

02

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

**3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**

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

00

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

Banipur Mahila Mahavidyalaya is known for lush green campus with various trees like mango, jackfruit, wood apple etc. The campus is spread over 26 bighas of land including a very big play ground. The institution is committed to achieve academic excellence by providing quality education. The Institution has following physical facilities for teaching-learning process. .

- Twelve class rooms
- Dedicated IQAC room
- Three laboratories
- One ICT room
- One big playground
- Seven printers
- Library
- One big reading room attached to the library
- One dedicated room for physical education
- Free Wi-Fi
- Girls common room
- CCTV Cameras
- Ramp
- One Divyanga Special Toilet
- One Pad vending machine
- One Girls changing room
- Three Water purifiers
- Solar System
- One Cycle stand
- Three Water taps for hand wash
- Sanitiser sprayer machine

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

The college has good facilities for conducting sports, games and cultural activities. Students participated in various games and sports activities like Kabaddi, Kho-Kho, Volleyball, Badminton, Athletics, Yoga, Teakwondo, Cheesin various level of competetion around the country. The institution has followingfacilities for cultural and sports activities:

- Dedicated cultural sub-committee.
- Dedicated sports-sub committee.
- The college has very large playgoround which is utilised effectively in various sportsactivities.
- Facilities for Carroms, Chess,ect.
- Kabaddi court , Kho-Kho court , Volleyball court , Badminton court.
- Long jump pit, throwing sector, temporaryAthletic track.
- Our college has a definite policy and plan of action to encourage sports & games.
- Well functioning cultural club.
- Organises various cultural events in our college premises.
- Conduct various competetion to promote cultural activities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

1

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

1

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

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

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

510768

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

#### 4.2 - Library as a Learning Resource

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

Banipur Mahila Mahavidyalaya is using KOHA. KOHA is a web based Integrated Library Management Software. It supports SQL database of its back end with cataloguing data stored in MARC and accessible via z39.50 or SRU. The user interface is very configurable and adaptable and has been translated into many languages. KOHA has most of the features that would be expected in an ILS , including:

1. Various Web 2.0 facilities like tagging comments
2. Social sharing and RSS feeds
3. Union Catalog facility

4. Customisable search  
5. Online Circulation etc.

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

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

**C. Any 2 of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

**19551**

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

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

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



25

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

Banipur Mahila Mahavidyalaya frequently updates its IT facilities to provide the best service to our students, staff and faculties.

- Uninterrupted internet service
- Free Wi-Fi Zone
- Free Wi-Fi in the Library
- Online Class facilities

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

15

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	No File Uploaded

#### 4.4 - Maintenance of Campus Infrastructure

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

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

1345562

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

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

The institution maintains and utilizes the various physical, academic and other facilities to the best of its ability.

- Well maintained laboratory for academic and experimental activities.
- Well maintained library
- Good collection of text and reference books
- Big reading room in the library
- Natural light and hygienic environment.
- Fully automated library
- KOHA Integrated Library Management System.
- NLIST e-resources in our library from anywhere.
- Computer laboratory
- Seminar library for all the disciplines.

- Online question paper
- Lab attendant
- AMC of computer
- Classroom cleaning
- Well Organized Physical Education department.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

331

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

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

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

58

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Link to institutional website	<a href="https://www.banipurmahilamahavidyalaya.in/">https://www.banipurmahilamahavidyalaya.in/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

00

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

120

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

**5.1.5 - The Institution has a transparent**

**A. All of the above**

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

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

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

03

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

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

19

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

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

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

00

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

### 5.3 - Student Participation and Activities

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

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

00

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

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

- Banipur Mahila Mahavidyalaya facilitates students' representation and engagement in various administrative, co-curricular and extra-curricular activities throughout the year.
- There is no students council in the college, but one student is elected as the General Secretary (G.S) and she represents various bodies, cells and sub-committees such as:

1) Governing Body (GB)

2) Internal Quality assurance Cell (IQAC)

3) Students' Benevolent Fund Sub-committee

4) Students' Concession Sub- committee

5) Sports Sub-committee

6) Librarian Sub-committee

7) Saraswati Puja Sub-committee

8) Cultural sub-committee

9) Alumni Association, etc,.

File Description	Documents
Paste link for additional information	<a href="https://www.banipurmahilamahavidyalaya.in/">https://www.banipurmahilamahavidyalaya.in/</a>
Upload any additional information	<a href="#">View File</a>

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

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

33

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

#### 5.4 - Alumni Engagement

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

- Banipur Mahila Mahavidyalaya has an active Alumni Association. Though it has not been registered yet, we are trying to do so as soon as possible.
- There is an Alumni Sub-committee to run the Association smoothly. The Alumni sub-committee is composed of our teachers and members of the Alumni Association.
- This year the Alumni sub-committee has conducted four meetings where the Alumni members have put forward their well-planned discretions.
- The Association has arranged several cultural events this year and the Alumni members have actively participated & performed various activities in those events.
- Some of the programmes are mentioned as follows:  
Barshamongal programme (Mosoon Festival) Essay competition Singing competition Debate Quiz competition Extempore Handicraft presentation, etc.

File Description	Documents
Paste link for additional information	<a href="https://www.banipurmahilamahavidyalaya.in/">https://www.banipurmahilamahavidyalaya.in/</a>
Upload any additional information	<a href="#">View File</a>

5.4.2 - Alumni contribution during the year E. <1Lakhs



(INR in Lakhs)	
File Description	Documents
Upload any additional information	No File Uploaded
<b>GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>	
<b>6.1 - Institutional Vision and Leadership</b>	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>The Mission of the institution is " WOMEN EMPOWERMENT" and the vision of the institution is "YATRA NARYASTU POOJYANTE".The governance of the institution is reflective and in tune with the Mission and Vision of the institution as all the activities of our college are based in accordance for the empowerment of our students.Ours is a girls college, located in a rural area of north 24 parganas(District)in West Bengal. The main objective of theinstitution is SOCIAL and ECONOMIC empowerment of the female students through various activities:</p> <ul style="list-style-type: none"> <li>• Apart from the University prescribed Curriculum, the institution conducts someValue added courses like Spoken English course,Sanskrit course,Taekwondo course.</li> <li>• There is an effective code of conduct and the students are instructed to follow the rules and norms accordingly to maintain the self discipline as well as that of the institution at large.</li> <li>• Various activities to improve the speaking skills of the students publicly are carried out in our college like paper presentations in Students' webinars, participation in inter college Debates/quiz competitions.</li> <li>• The institution has opened avenues for our students in development of their skills by collaborating with ANUDIP FOUNDATION which is an Organisation under National Employment Scheme.They provide training to the students to ensure their Placement in various companies to make them economically independent.</li> <li>• The institution in collaboration with MGNCRE(Mahatma Gandhi National Council Of Rural Education)have encouraged our students to become self independent by organising workshops on Social Entrepreneurship and many of our students have started their own business to become Economically Independent.</li> <li>• The PHYSICAL EDUCATION Department trains the students in</li> </ul>	

various physical activities like Yoga, aerobic exercises, and different kinds of Sports(indoor and outdoor).The students have participated in various Inter state,National level competitions and won awards in Kabaddi competitions and other games.

- The institution has an effective NSS(National Service Scheme) unit and training in various activities are given to the students such as, on maintaining self cleanliness and Hygiene,self defense to protect oneself from social malices.Apart from these the NSS unit activities include distribution of fruits to the patients in the hospitals,educating the children in the backward areas and also distributing food and books to them. In the Pandemic situation the NSS unit students have also distributed masks and sanitizers in the local community as a measure of maintaining community cleanliness and hygiene.
- Psychological,financial,academicCounselling is provided to the students through Mentor - Mentee meetings which are held in the institution at periodic intervals.
- The Institution recognizes students' achievements and they are awarded with certificates,memento and other prizes for their academic excellence in the annual prize distribution ceremony.
- The institution gives a lot of importance to other Co-Curricular activities such as painting, singing, dancing, elocution, besides academics for the all round development of the students.
- Days of importance[Independence day, Republic day, Birth and Death anniversaries of famous personalities]are celebrated in the institution through webinars, Cultural programmes,posters competitions, magazines, short videos and so on to increase awareness among the students and to enhance their general knowledge.
- Many of our ALUMNI have got jobs in government/private sectors including schools, colleges, courts, banks and other organisations.
- Extension Lectures are held in every department to improve the academic excellence of the students.Hence, it is seen that our institution aims at Physical, Psychological, Social, Emotional, Moral, Aesthetic development of the students for an all round development of their Personality. Through these activies the governance of The institution runs in tune with the Mission and Vision of our institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

There are many practices of decentralization and participative management that are exercised in the college. To mention a few of them are as follows:

- The organogram of the institution is clearly indicative of the decentralized and participative management practised in the institution. As is seen in the organogram the Governing body is the highest body of authority with Principal as secretary.
- The IQAC or the Internal Quality Assurance Cell is the most important administrative unit of the institution. The Internal Quality Assurance Cell chalks out well planned strategies for guiding and monitoring quality assurance and quality enhancement of the college. The IQAC channelizes and systemizes the measures and efforts towards quality enhancement through the different sub committees assuring academic and quality excellence. The various sub-committees work under the efficient and able guidance of the IQAC.
- Four sub-committees are constituted directly by the Governing body- Academic-sub committee, Finance sub-committee, Building Sub-committee, and Provident Fund Sub-committee.
- Apart from these four there are twenty-six teacher's council formed committees working under the aegis of the IQAC.
- The Institution follows a trickle down scheme for effective policy dissemination. Policies are adopted by the IQAC and implemented through the various sub-committees which after implementation report back to the IQAC regarding progress. This is how the Institution maintains participative management.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

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

The institutional plan/strategies are effectively deployed. The strategies are planned keeping in mind the Mission and Vision of the institution which aims at EMPOWERMENT OF WOMEN as our is a girls' college and is located in a rural area of North 24 parganas, West Bengal. So our main objective is social and economic empowerment of the students along with academic empowerment to make them self-sufficient in all aspects and bring progressive changes in their outlook.

The various activities planned in our institution during this year [2021] were:

- Organizing SESREC institutional workshop on Social Entrepreneurship on 20th January, 2021.
- Celebration of Swami Vivekananda's 158th birth anniversary on the 12th of January followed
- by the celebration of the Youth Week.
- Celebration of BHASHA DIVAS on the 21st of February'2021.
- Celebration of INTERNATIONAL WOMEN'S DAY on the 8th of March'2021.
- Celebration of Vasanth Utsav on the 25th of March'2021.
- Celebration of Rabindra Jayanti on the 8th of May'2021.
- Celebration of Nazrul Jayanti on the 29th of May'2021.
- Celebration of WORLD ENVIRONMENT DAY on the 5th of June'2021 and a week-long program on Tree Plantation.
- Organizing of SESREC institutional workshop on Beat Covid on 15th of June'2021.
- Celebration of INTERNATIONAL YOGA DAY on the 21st of June'2021.
- Organizing of a 2day State Level workshop on WRITING A RESEARCH PAPER on the 28th and the 29th of June'2021.
- Celebration of Vriksha Raksha Bandhan in collaboration with MGNCRE on the 23rd of August'2021.
- Celebration of National Sports Day on the 29th of August'2021.

- Celebration of Barsha Mangal by the Alumni students on the 28th of September'2021.
- Organizing an INDUCTION PROGRAMME with the 1st semester students on the 5th of October'2021.
- Celebration of BODHON, A cultural fiesta was organized on the 8th of October,2021
- Organizing of a Vaccination camp in our college campus on the 8th of October'2021
- A visit to JIGRA (our adopted village) for distribution of clothes to the village people was organized on the 9th of October '2021
- Distribution of wheel chair to the physically handicapped children in PANDUA was organized on the 3rd of December'2021.
- Organizing of a Webinar on MAHILA SWANIRVAR PRAKALPA on the 6th of December,2021.
- Organizing of Taekwondo, a self- defense workshop from 20.12.2021 to 24.12.2021
- Organizing of various extension Lectures and Departmental webinars between June 2021 to September 2021.
- Publication of Departmental ezines of all the departments to be done within December,2021.
- Celebration of various important days by various departments to be organized such as World's Poets Day, Book Lovers Day by the Department of ENGLISH, International Day for the preservation of Ozone Layer by The Department of GEOGRAPHY. National Wild Life Day by the Department of ZOOLOGY and so on.
- Organizing a Webinar on "Vaccination Awareness for Preventing Covid19" on 25th June,2021 by department of physical education in collaboration with IQAC.

Hence, it is seen that we have planned all these activities keeping in mind the all-round development of our students which leads to their strong Personality Development. All the programs were executed on an online platform [ GOOGLE MEET] due to the pandemic.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The functioning of the Institutional bodies is Effective and Efficient in terms of Administration, policies and procedures followed.

- The IQAC (Internal Quality Assurance Cell) is the highest body of administration of the institution.
- The Internal Quality Assurance Cell [IQAC] chalks out well planned strategies, guiding and monitoring quality assurance and quality enhancement of the institution, channelizes and systemizes the measures and efforts through the different Sub-Committees assuring academic and quality assurance.
- The institution adheres to the Academic Calendar of the Affiliating University to conduct all the academic activities.
- Continuous Internal Evaluation of the students is done by evaluating their achievements through a series of curricular and co-curricular activities.
- Online classes are taken through google-meet and google classrooms.
- Extension Lectures are organized in the institution for enriching the knowledge of the students.
- Departmental meetings are held regularly to plan about the Departmental activities.
- The Student Representative is elected according to the UGC norms maintaining proper documentation.
- There is a well-equipped Library which is used by the teachers and students for their reference, it is fully automated and uses KOHA integrated management system.
- There is a dedicated E-mail ID of each department for the faculty and the students which help in effective dissemination of information.
- 'INFLIBNET' is an important tool in the institution for

reference available to teachers.

- The online Lectured in Audio-Visual form is available in the YouTube channel of our institution.
- The Physical-Education Department is well equipped with necessary sports equipment's.
- The entire college premise is WI-FI enabled and each student and staff have access to the same.
- The college has obtained its own G-Suite and all the proceedings of various meetings, webinars, workshops, examinations and other activities are recorded.
- Classes are held according to the MASTER ROUTINE prepared semester wise.
- The NSS Unit carries out various social activities in the college and the local community.
- In The Mentor-Mentee meetings the students are given Guidance and Counselling sessions by the mentors to solve the Financial, psychological and various types of problems faced by the students.
- There is a well maintained laboratory for Science students'.
- The teachers of the college are appointed after the candidates have been recommended by the College Service Commision, which is a state government agency that recommends candidates for appointment in government aided colleges.
- Service books are maintained for all Teaching and Non-Teaching staff in accordance with the guidelines of the affiliating university where mainly the various Leaves taken, promotion details and so on are recorded.

These are the various ways of running the institution effectively for the all round development of the students and the holistic development of the Institution.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://www.banipurmahilamahavidyalaya.in/">https://www.banipurmahilamahavidyalaya.in/</a>
Upload any additional information	<a href="#">View File</a>

<b>6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination</b>	<b>A. All of the above</b>
File Description	Documents
ERP (Enterprise Resource Planning)Document	<b>No File Uploaded</b>
Screen shots of user interfaces	<b>No File Uploaded</b>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>
<b>6.3 - Faculty Empowerment Strategies</b>	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>The Institution conducts many welfare activities for facilitating its teaching and non-teaching staff.</p> <p><b>Teaching:</b> Our college provided financial support to our teaching staff whose house was destroyed by a cyclone. Economic help was also provided to our teaching staff to conduct the last rites after her father's demise. During the epidemic, we provided them information regarding oxygen and hospital beds to our sick staff and helped them to recover mentally and economically.</p> <p><b>Non-teaching:</b> Our College has provided financial support to two of our non-teaching staffs. In case of medical emergency our college tries to help the financially weak non-teaching staff. Academic support is also provided to the children of our non-teaching staff.</p>	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>
<b>6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year</b>	



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

**N.A.**

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

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

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

**1**

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

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

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

year	
05	
File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>
6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff	
<ul style="list-style-type: none"> <li>• The performance of the institution is clearly visible from the Appraisal System of the Teaching and non-teaching staff.</li> <li>• There is a SELF-APPRAISAL DIARY for all the teaching and non- teaching staff of the college where the day -to day activities are recorded by both the Teaching and Non-Teaching staff.</li> <li>• The teaching staff are required to record the classes allotted to them, the classes taken by them[ in both honors and general courses semester wise], assignments completed, meetings attended or conducted ,Invigilation duties and other academic activities and so on.</li> <li>• The Non-Teaching staff are required to maintain their daily official activities in the self-appraisal diary.</li> <li>• The diaries are finally submitted to the IQAC and The Principal for approval.</li> <li>• The self -appraisal diaries help in self-assessment of the staff of the college and finally gives a chance to further improve their individual performances and also helps in the improvement of the institution at large.</li> </ul>	

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

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

Every year the External financial audit is conducted by a Government appointed auditor in the college and the whole process takes place according to the government directives. The Principal, the Bursar, the Chief accountant, the Head clerk and the cashier arrange the whole process. This year, due to the Pandemic, the external financial audit of the previous financial year [2019-'20] was done in the college office on the 16th of March, 2021 by Mr. Nilanjan Kayal [chartered accountant] from the K.K. KOYAL & COMPANY. The external financial audit for the financial year 2020-21 will be done in 2022.

The Internal financial audit is also conducted every year by The Principal, The bursar, the head clerk, the chief accountant and the cashier in the college every year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

NIL

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

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

The Finance Sub-Committee of the institution takes all the major decisions regarding finances. All major expenses are made through e-tender. Day to day account is maintained through a cash book which is maintained by the chief accountant, cashier, verified by the Bursar and passed accordingly. There is a digitalized signature of the authority for drawing and disbursement of funds and government grants. Our college has undertaken many developmental activities such as construction of the college building, renovation of the staff and students' toilets, construction of water taps (specially for the pandemic situation), plantation of trees in the college campus, buying a sanitizer spraying machine to maintain the hygiene of the college campus by utilizing its own funds.

This year the Institution admitted 1st semester students for a mere amount of Rs1 as admission fee.

We have also donated wheel chair to the physically challenged children in Pandua Society for Disable and also distributed clothes to the financially backward people in Jigra [adopted village of the institution.]

The institution ensures optimal utilization of its resources. The college campus was selected to be the safe home for YASH effected victims. The college also served as the polling station for state legislative assembly and also local municipal elections. The college also conducted vaccine camps for its students.

Besides these our institution utilises its funds in providing salaries to the unapproved staff, paying electric and telephone bills of the college, buying library books, library software, computer equipments, laboratory equipments and so on.

Expenditures on broad band, software online admission, students health home, NSS programmes, printing, stationary, travelling, renewal of college website are also made from the college fund.

These are some of the ways for mobilization of funds and optimal utilization of resources.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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

Sl. No.

Year

Name of quality initiative by IQAC

Date of conducting activity

Duration from

Duration to

No. of participants

1

2021

Celebration of Swami Vivekananda's 158th Birth Anniversary

12/01/2021

12/01/21

12/01/21

70

2

2021

Celebration of 158th Birth Anniversary of Swami Vivekananda and observance of 37th National youth week Festival

14/01/2021

14/01/21

14/01/21

99

3

2021

SESREC cell institutional workshop

20/01/2021

20/01/21

20/01/21

85

4

2021

Celebration of 72nd Republic Day

26/01/2021

26/01/21

26/01/21

72

5

2021

State level online quiz (English Department )

27/01/2021

27/01/21

27/01/21

76

6

2021

A Tribute to Jean Austen, magazine of English department.

30/01/2021

30/01/21

30/01/21

86

7

2021

Celebration of 21th February (Bhashadibos)

21/02/2021

21/02/21

21/02/21

102

8

2021

International Women's Day Celebration

08/03/2021

08/03/2021

08/03/2021

114

9

2021

Basant Utsav,2021

25/03/2021

25/03/2021

25/03/2021

132

10

2021

Resource Sharing

02.01.2021. to 31.03.2021.

02.012021.

31.03.2021.

750

11

2021

RabindraJayanti 2021

08/05/2021

08/05/2021



08/05/2021

109

12

2021

Celebration of NajrulJayanti, 2021

29/05/21

29/05/21

29/05/21

101

13

2021

World Environmental Day Celebration, Week Long Tree Plantation Programme, 2021 by Nature Club with IQAC

05/06/2021

05/06/2021

12/06/2021

148

14 2021 Distribution of 'YASH' relief 14/06/2021 14/06/2021  
14/06/2021 134

15

2021

SERSREC Cell Institutional Workshop On Beat Covid-2021

15/06/21

15/06/21

15/06/21

85

16

2021

Celebrates International day of yoga

21/06/21

21/06/21

21/06/21

100

17

2021

Practicing yoga for physical and mental well-being

21/06/2021

21/06/2021

30/06/2021

151

18

2021

State Level webinar by Department of Zoology on "Amphibion Decline: Are We Allowing An Ecosystem Disaster?"

24/06/21

24/06/21

24/06/21

72

19

2021

State Level Webinar organized by Department of English on  
"Journey of Modern man through 'The Wasteland': A Reading of  
T.S.Eliot's Poem"

25/06/21

25/06/21

25/06/21

70

20

2021

Webinar on "Vaccination Awareness for Preventing Covid 19"  
Department of Physical Education.

25/06/21

25/06/21

25/06/21

165

21

2021

2 Day state level workshop on "Writing A Research Paper "

28/06/21

28/06/21

29/06/21

56

22



2021

Geography departmental Student webinar and Publication of Webzine 'Geographia'

05/07/2021

05/07/2021

05/07/2021

86

26

2021

English departmental Student webinar and Publication of Webzine "Literati"

06/07/2021

06/07/2021

06/07/2021

97

27

2021

State Level Webinar by Department of Political Science on "Liberal Feminist Thought Convergences and Divergences"

07/07/2021

07/07/2021

07/07/2021

89

28

2021

Political Science departmental Student webinar and Publication of Webzine "Politica"

08/07/2021

08/07/2021

08/07/2021

93

29

2021

State Level Webinar by Department of Botany on "Role of Genetically Modified Plants in Environment and Food Security"

09/07/2021

09/07/2021

09/07/2021

96

30

2021

State Level Webinar by Department of Sociology on "Changing Pattern of Social Interaction in the New-Normal Situation"

12/07/2021

12/07/2021

12/07/2021

96

31

2021

Sociology departmental Student webinar and Publication of

Webzine "Sociologue"

12/07/2021

12/07/2021

12/07/2021

93

32

2021

Physical Education departmental Student webinar and Publication of Webzine "Athlon"

14/07/2021

14/07/2021

14/07/2021

107

33

2021

Zoology departmental Student webinar and Publication of Webzine "Free Wings"

15/07/2021

15/07/2021

15/07/2021

84

34

2021

Botany departmental Student webinar and Publication of Webzine "Green Bud"





23/07/2021

23/07/2021

96

38

2021

Education departmental Student webinar and Publication of Webzine "Educere"

26/07/2021

26/07/2021

26/07/2021

91

39

2021

State Level Webinar by Department of Sanskrit on "?? (????????)"

27/07/2021

27/07/2021

27/07/2021

70

40

2021

Philosophy departmental Student webinar and Publication of Webzine "Philosophia"

28/07/2021

28/07/2021

28/07/2021

88

41

2021

Bengali departmental Student webinar and Publication of Webzine "Stritama"

29/07/2021

29/07/2021

29/07/2021

79

42

2021

State Level Webinar by Department of Physical Education on "Psycho-Physical Adjustment in 'New-Normal' Environment"

31/07/2021

31/07/2021

31/07/2021

110

43

2021

Sanskrit departmental Student webinar and Publication of Webzine "?????????????????????????"

06/08/2021

06/08/2021

06/08/2021

82

44

2021

Celebration of the 80th death anniversary of Rabindranath Tagore

08/08/2021

08/08/21

08/08/21

100

45

2021

Publication of "Camellia"; Magazine of Bengali Department

08/08/2021

08/08/21

08/08/21

98

46

2021

Celebration of "International Day of World's Indigenous People" organized by Department of Anthropology with IQAC

09/08/2021

09/08/2021

09/08/2021

51

47

2021

Celebration of "World Lion Day and World Elephant Day"  
organized by Department of Zoology with IQAC

12/08/2021

12/08/2021

12/08/2021

52

48

2021

"Celebration of 75th Independence Day and Art Exhibition"  
organized by Cultural Committee with IQAC

15/08/2021

15/08/2021

15/08/2021

117

49

2021

An Awareness Programme on "Superstitions and Beliefs: a Fight  
Against Irrationality" organized by the departments of  
Anthropology, Botany, Geography, Zoology with IQAC.

20/08/2021

20/08/2021

20/08/2021

109

50

2021

Celebration of "World's Poets Day" and "Book Lovers Day" organized by Department of English with IQAC

21/08/2021

21/08/2021

21/08/2021

54

51

2021

Celebration of " VrikshaRakshaBandhan" an Initiative of Mahatma Gandhi National Council of Rural Education(MGNCRE) organized by Teachers, Students and Non-teaching Staffs

23/08/2021

23/08/2021

23/08/2021

114

52

2021

History departmental Student webinar and Publication of Webzine "Srijani"

24/08/2021

24/08/2021

24/08/2021

65

53

2021

National Sports Day organized by department of physical Education in collaboration with IQAC.

29/08/21

29/08/21

29/08/21

70

54

2021

National Wildlife Day organized by department of Zoology in collaboration with IQAC.

04/09/21

04/09/21

04/09/21

62

55

2021

Celebration of Teachers Day,2021

05/09/21

05/09/21

05/09/21

100

56

2021

International Day for the Preservation of the Ozone Layer program organized by Botany and Geography department.

16/09/21

16/09/21

16/09/21

82

57

2021

Barshamongal programme organised by Alumni students.

28/09/21

28/09/21

28/09/21

90

58

2021

Induction programme, 2021

05/10/21

05/10/21

05/10/21

120

59

2021

Bodhon (cultural programme )

08/10/21

08/10/21

08/10/21

109

60

2021

Vaccination programme in our college campus

08/10/21

08/10/21

08/10/21

115

61

2021

Visit to Jigra

09/10/21

09/10/21

09/10/21

50

62

2021

Wheelchair distribution at Pandua

03/12/21

03/12/21



03/12/21

10

63

2021

Webinar on Mahila SwanirvarPrakalpa

06/12/21

06/12/21

06/12/21

120

64

2021

Taekwondo and Self- defense online Workshop

20/12/21 to 24/12/21

20/12/21

24/12/21

90

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The Internal Quality Assurance Cell [IQAC] chalks out well planned strategies, guiding and monitoring quality assurance and quality enhancement of the institution, channelizes and

systemizes the measures and efforts through the different Sub-Committees assuring academic and quality assurance. The IQAC through various committees reviews the teaching learning process at periodic intervals.

#### 1) Curriculum Development -

Curriculum is set by the affiliating university, and the college administration ensures the effective implementation of the curriculum. We organize extension lectures, seminars, webinars, excursions, wall magazines, e-magazines, internal assessments, etc. In this session, 19 state level webinars, and 01 international webinar were held in our college.

#### 2 ) Teaching and Learning -

Teachers of our college try to develop students' interest in learning through innovative teaching methods in addition to the chalk and talk method, by extensive use of the internet facilities, providing them PPT presentations, taking them to field excursions, using audio-visual aids like projector and so on. From the month of November 2021, classes have been commenced in hybrid mode (online and offline). The college arranges various types of competition (activities) like Quiz, Debate etc for the students. Through internal evaluation the quality of the students are assessed. Even in the pandemic situation for Covid-19, teachers have been taking online classes via different online platforms like WhatsApp application (group), Google classroom, Google Meet etc. The college ensures students' participation in webinars, webzine publication, Orientation, workshop to engage them in quality enhancing activities. We also provide education through Resource Sharing in collaboration with other colleges.

File Description	Documents
Paste link for additional information	<a href="https://youtu.be/nU9cx-x_eNM">https://youtu.be/nU9cx-x_eNM</a> , <a href="https://youtu.be/-kfd2x01L20">https://youtu.be/-kfd2x01L20</a> , <a href="https://youtu.be/fpG3PcFjpLg">https://youtu.be/fpG3PcFjpLg</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the**

**C. Any 2 of the above**

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

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

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

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

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

The Institution being an all girls college promotes gender equity programs all over the year.

1. Soft skill training such as yoga, taekwondo, spoken english are provided to the students to make them self reliant.

2. Mentoring and pyschological support is provided to the students round the year.

3. Webinars on gender sensitization have been arranged to increase awareness among the students.

4. The institution in collaboration with Mahatma Gandhi National Council for Rural Employment had arranged for workshops on social entrepreneurship. After the workshop an intra-college competition was held, where 80 young entrepreneurs participated and presented their entrepreneurship ideas, from which five

participants were sent to the regional level competition arranged by the Mahatma Gandhi National Council for Rural Employment .

5. As a measure of Gender equity your college imparts skill development oriented training for the final year students in collaboration with ANUDIP Foundation affiliated under National Employment Policy. Many of our students have been placed after successful completion of the training program.

6. Womens Day celebrations are arranged giving importance to the annual theme. For 2021 the theme was "Let's All Choose to Challenge" and a program was arranged where women from challenging professions were felicitated.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">The campus has cctv surveillance.</a> <a href="#">Professional counselling is done. Common room is available for the students.</a>

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The institution has employed extensive efforts to maintain an eco-friendly campus.

1. For the solid waste management different dustbins are provided to collect different type of waste such as solid, liquid and biochemical. Paper waste has minimized as the admission, teaching-learning, evaluation and official work has shifted to the online mode. Whatever more paper waste is generated is sold to the scrap dealers who sent the papers for recycling.
2. The college has a well built underground sewerage system and the liquid waste is discarded off the campus through that system.
3. As the institution only has general courses for its b.sc students laboratory requirements are few and as such biomedical waste is also very less. But still the college has separate dustbins for collecting degradable, non-degradable and bio-medical waste.
4. E-waste has not been yet generated in our institution.
5. To facilitate waste recycling process a compost pit has been created to process the degradable waste into organic manure which is used as a natural fertilizer for the plants.
6. The college does not generate radio-active waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

A. Any 4 or All of the above

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

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

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

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

<p><b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></p>	<p><b>C. Any 2 of the above</b></p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<b>No File Uploaded</b>
Details of the Software procured for providing the assistance	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

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

The Institution gives much effort into observing events promoting an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. The list of activities done are as follows:

- Different sports and cultural activities organized inside the college promote harmony towards each other.
- Celebration of Vivekjayanti
- Celebration of Youth Week
- Celebration of Bhasa Diwas
- Celebration of Women's Day
- Celebration of Republic Day
- Celebration of Parakram Divas
- Saraswati Puja on Basant Panchami

- Celebration of International Yoga day
- Celebration of Basant Utsav
- Observance of Aids Awarenessday
- Celebration of the monsoon festival or Barsha Mangal
- Celebration of Independence Day
- Celebration of the birth anniversary of Rabindranath Tagore
- Observance of World Human Rights Day
- Obsrvance of World Literacy Day
- Observance of World Disability Day

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

The Institution in order to sensitize its students and staff to the constitutional obligations- values, rights, duties and responsibilities of citizens celebrated the The Constitution Day and to mark the occasionan e-zine by the students on the fundamental rights was also published.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**D. Any 1 of the above**



#### 4. Annual awareness programmes on Code of Conduct are organized

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

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

1. Celebration of Swami Vivekananda's 158th Birth Anniversary
2. Celebration of 158th Birth Anniversary of Swami Vivekananda and observance of 37th National youth week Festival
3. Celebration of 72nd Republic Day
4. Celebration of 21st February (Bhashadibos)
5. International Women's Day Celebration
6. World Environmental Day Celebration, Week Long Tree Plantation Programme, 2021 by Nature Club with IQAC
7. Celebration of International Yoga Day
8. Celebration of "International Day of World's Indigenous People" organized by Department of Anthropology with IQAC
9. Celebration of "World Lion Day and World Elephant Day" organized by Department of Zoology with IQAC
10. Celebration of 75th Independence Day
11. Celebration of "World's Poets Day" and "Book Lovers Day" organized by Department of English with IQAC
12. National Sports Day organized by department of physical Education in collaboration with IQAC.
13. National Wildlife Day organized by department of Zoology in collaboration with IQAC.
14. Celebration of Teachers Day, 2021
15. International Day for the Preservation of the Ozone Layer program organized by Botany and Geography department.
16. Celebration of World Disability Day

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

The Institution has since its inception making remarkable achievements in the academic and outreach programs with its limited scope and resources. Being the most devastating year of the pandemic, 2021, has been a difficult year for everyone. Keeping this in mind Banipur Mahila Mahavidyalaya wanted to extend its services for the greater good of the society. In tune with this, the two best practices of this year are as follows:

- The first best practice of the institution has been the formation of the Covid Battilion Cell. At the time of outbreak of the most deadly 2nd wave the IQAC of the college decided on creating this covid battilion cell comprising with the teaching and non-teaching staff of the college. A 24hrs hotline number was created and help af all kinds ranging from hospital beds, oxygen cylinders, medicines, delivery of cooked food, providing for attendant, and psychol-socialcounselling were provided to those calling on those numbers 24hrs a day, seven days a week. Many of the staff of the college were severly effected by the virus and were provided with oxygen and hospital bed by the covid battilion. Many students of the institution were also helped and guided by the cell. As part of the covid 19 crisis batteling mechanism the college had also arranged for a vaccine camp within the campus to vaccinate its staff and students.
- The second best practice of the institution has been the various social outreach program conducted by the IQAC. During the ongoing pandemic crisis the staff of the college donated money and essential items such as rice,

cooking oil, soap, biscuits, sanitizers, spices, salt, sugar were distributed among the poor people of Jigra, the adopted village. The college premises was selected by Habra Municipality as safe home for YASH effected victims. The locality of the institution was one of the regions which was effected the most because of the cyclone YASH. The institution distributed relief and food materials to the local people effected by YASH. The institution distributed new clothes among the poor people of Jigra before the commencement of Durga Puja, the biggest annual festival of Bengal. The college also donated a wheelchair to Pandua Society for Disable on World Disability Day.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3 - Institutional Distinctiveness

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

The vision of the college is 'Yatra Naryastu Poojyante' which means 'where women are worshipped' and the institution since it's inception has been trying to upheld this motto for the holistic development of its students. The institution arranges for various programmes which not only aim at cognitive development of the students but also trains the students in developing their spoken english skills, yoga, teakwondo and self defence skills, theater workshops, social entrepreneurship skills, psychological mentoring, creating environmental consciousness through celebration of various days, celebration of various days of importan

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	<a href="#">View File</a>

7.3.2 - Plan of action for the next academic year

The Institution Banipur Mahila Mahavidyalaya strives to implement successfully each and every initiative that has been

planned at the beginning of each and every academic year. The successful functioning of any institution requires rigorous planning and implementation of those ideas and initiative with equal zeal and commitment and which our institution has been successfully doing for the past 23years. Similarly, before the institution commences upon the new academic year, we would like to highlight upon certain key initiatives that we are going to implement to ensure smooth functioning of the institution. In the last academic year the institution performed as planned. In this upcoming academic year the institution has planned for certain policy implementations.

- The institution plans to start the NCC Unit for its students.
- The institution wants to conduct a first aid training program for its students.
- The institution plans to arrange for a health check-up camp for its students.
- The institution wants to start spiritual counselling.