



## YEARLY STATUS REPORT - 2024-2025

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>BENGAL SCHOOL OF TECHNOLOGY</b>
♦ Name of the Head of the institution	<b>Dr. P. SURESH</b>	
♦ Designation	<b>PRINCIPAL</b>	
♦ Does the institution function from its own campus?	<b>Yes</b>	
♦ Phone no./Alternate phone no.	<b>26866064</b>	
♦ Mobile No:	<b>9290707462</b>	
♦ Registered e-mail	<b>principal@bstpharmacy.in</b>	
♦ Alternate e-mail	<b>bstpharmacy@hotmail.com</b>	
♦ Address	<b>SUGANDHA, DELHI ROAD</b>	
♦ City/Town	<b>HOOGHLY, NEAR CHINSURAH RAILWAY STATION</b>	
♦ State/UT	<b>WEST BENGAL</b>	
♦ Pin Code	<b>712102</b>	
<b>2.Institutional status</b>		
♦ Affiliated / Constitution Colleges	<b>AFFILIATED</b>	
♦ Type of Institution	<b>Co-education</b>	
♦ Location	<b>Rural</b>	

◆ Financial Status	<b>Self-financing</b>				
◆ Name of the Affiliating University	<b>MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY</b>				
◆ Name of the IQAC Coordinator	<b>Dr. PARAMITA DEY</b>				
◆ Phone No.	<b>9051477424</b>				
◆ Alternate phone No.	<b>9330778850</b>				
◆ Mobile	<b>9051477424</b>				
◆ IQAC e-mail address	<b>iqacbst@gmail.com</b>				
◆ Alternate e-mail address	<b>iqac@bstpharmacy.in</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://www.bstpharmacy.in/upload/pdf/1753958626AQAR%202023-24.pdf">https://www.bstpharmacy.in/upload/pdf/1753958626AQAR%202023-24.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
◆ if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.bstpharmacy.in/upload/pdf/1753956817Academic%20Calendar%202024-25.pdf">https://www.bstpharmacy.in/upload/pdf/1753956817Academic%20Calendar%202024-25.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>2.29</b>	<b>2017</b>	<b>30/10/2017</b>	<b>29/10/2022</b>
<b>Cycle 2</b>	<b>A</b>	<b>3.22</b>	<b>2023</b>	<b>30/10/2022</b>	<b>30/04/2028</b>
<b>6.Date of Establishment of IQAC</b>			<b>22/04/2016</b>		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional 1	UNNAT BHARAT ABHIYAN	MINISTRY OF HUMAN RESOURCE AND DEVELOPMENT	2020-2021	50,000
<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>			<b>Yes</b>	
♦ Upload latest notification of formation of IQAC			<a href="#">View File</a>	
<b>9.No. of IQAC meetings held during the year</b>			<b>4</b>	
♦ Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?			<b>Yes</b>	
♦ If No, please upload the minutes of the meeting(s) and Action Taken Report			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>	
♦ If yes, mention the amount				

<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
1. Conduction of a 2-day National Conference "PHARMACON 2K25" at college premises.	
2. Preparation and submission of NBA pre-qualifier and Self-Assessment Report (SAR).	
3. Procurement of MyCalPharm pharmacological software for experimentation.	
4. Upgrading the existing college website as per UGC ( <a href="https://www.bstpharmacy.in/">https://www.bstpharmacy.in/</a> )	
5. Allowing the facility to access ERP from college website to add attendance of students and monitor them.	
<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>	
Plan of Action	Achievements/Outcomes
1. Planned to organize 2 days National conference in the college premises.	1. Conduction of a 2-day National Conference "PHARMACON 2K25" at college premises.
2. Preparation for the 2 <sup>nd</sup> cycle of NBA Accreditation process of BST.	2. Preparation and submission of NBA pre-qualifier and Self-Assessment Report (SAR).
3. Planning to improve Pharmacological experiments using virtual lab for B.Pharm students.	3. Procurement of MyCalPharm pharmacological software for experimentation.
4. Planned to upgrade college website.	4. Upgrading the existing college website as per UGC ( <a href="https://www.bstpharmacy.in/">https://www.bstpharmacy.in/</a> )
5. Planning for improvement of ERP system and tagging with college website.	5. Allowing the facility to access ERP from college website to add attendance of students and monitor them.
6. Plan to participate in International Day of Yoga, 2025	6. Received National Certification from Ministry of Ayush in the event of International Day of Yoga, 2025, organized by Yoga Sangam Event.
<b>13. Whether the AQAR was placed before</b>	<b>No</b>

<b>statutory body?</b>	
♦ Name of the statutory body	
Name	Date of meeting(s)
Nil	Nil
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2024	12/03/2025
<b>15. Multidisciplinary / interdisciplinary</b>	
<p>Multidisciplinary / Interdisciplinary: The National Educational Policy 2020 envisages a complete paradigm shift in the education system with no exception to the field of pharmaceutical education. Courses of current global interest form the integral component of higher education. The current concepts like artificial intelligence, machine learning are the buzz words for the pharmaceutical industry. The curriculum, course structure, scheme of evaluation for the pharmacy programmes at all levels [Diploma, UG and PG levels] are prescribed and regulated by the statutory body, Pharmacy Council of India (PCI) and the affiliating University and hence the Institute has limited role in modifying the same. However, the Institute is prepared for the multidisciplinary / interdisciplinary programmes as may be approved by the statutory body from time to time.</p>	
<b>16. Academic bank of credits (ABC):</b>	
<p>In the present structure of UG curriculum, there is a scope for lateral entry by Diploma students in the B Pharm program. It is understood that the Pharmacy Council of India (PCI) is planning to bring a new regulation in line with the National Education Policy (NEP) providing a scope for multiple entry and multiple exit system which would be a mandatory structure for all the universities and affiliated colleges. The institute is prepared for the same.</p>	
<b>17. Skill development:</b>	
<p>The Institute has signed MoU with LSSSDC to provide program on skill development initiative in life science sector, which includes program like, Production Manufacturing Chemist, Quality Control Chemist, Medical Sales Representative, Quality Assurance Chemist, Drug Regulatory Affairs Chemist and Pharmacovigilance Associate etc.</p>	

As per the present practice, the students are encouraged to undergo online courses of SWAYAM, NPTEL etc. for acquiring add on knowledge.

#### **18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

The Institute is open to the concept of building appropriate integration of Indian knowledge system providing opportunity to students to learn in Indian language, culture by way of attending online sessions. The Institute celebrates "Mother Tongue Day" by way of organizing Essay competitions and such other activities as relevant to the concept.

#### **19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

Pharmacy education caters to the needs of Pharmaceutical Industry, Hospital and Clinical Pharmacy, Drug Regulatory Affairs and all allied healthcare sectors of it's kind. Hence the Course Objectives and Program educational objectives, Programme Outcome are all aligned with the holistic concept of Outcome Based Education, to cater to the needs of stakeholders. In accordance to the same, it is expected that the statutory body, while framing the set of new regulations in line with NEP may provide scope for specializations like Industrial Pharmacy, Quality Assurance &Quality Control, Hospital and Clinical Pharmacy, Regulatory Affairs, Herbal Drug Technology etc, at par with other technological programmes to generate technocrats of desired specialization, at UG level with OBE to cater to the needs of the dynamic global village, to meet the requirements of respective sector.

#### **20.Distance education/online education:**

As a part of continuing education and knowledge enrichment, the Institute and the University encourages online programs like MOOCS, (COURSERA, NPTEL etc). The Institute is prepared to offer need-based online education within the scope and ambit of the proposed regulations of the statutory council as may be applicable for the purpose.

## **Extended Profile**

### **1.Programme**

1.1 03

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

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

**2.Student**2.1 591

Number of students during the year

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

2.2 17

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>

2.3 176

Number of outgoing/ final year students during the year

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

**3.Academic**3.1 39

Number of full time teachers during the year

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

3.2 35

Number of Sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	03
Number of courses offered by the institution across all programs during the year	

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

### 2. Student

2.1	591
Number of students during the year	

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

2.2	17
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	176
Number of outgoing/ final year students during the year	

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

### 3. Academic

3.1	39
Number of full time teachers during the year	

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

3.2	35
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	18
Total number of Classrooms and Seminar halls	
4.2	4,378,479
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	122
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 curriculum prescribed by the apex body, the Pharmacy Council of India (PCI), and implemented in accordance with the academic regulations of the affiliating university, Maulana Abul Kalam Azad University of Technology (MAKAUT), West Bengal, is planned and delivered systematically by the Institution with a well-defined documentation system. Academic planning activities such as the preparation of the institutional academic calendar (Almanac), declaration of the date of commencement of classes, allotment of subjects, preparation of timetables, and their notification to all concerned stakeholders are monitored by the Program Committee constituted as per PCI regulations.

All activities related to the examination system are directly supervised by a duly constituted Examination Committee functioning under the chairmanship of the Head of the Institution. Add-on activities such as Mandatory Additional Requirements (MAR), MOOCs, and other co-curricular and extracurricular activities are monitored through respective committees to ensure effective institutional governance.

As part of effective teaching-learning pedagogy, faculty members prepare detailed lesson plans that include period-wise and date-wise lecture titles, sources of reference, and schedules of Continuous Assessment (CA) examinations. The delivery of lectures is carried out to a large extent in accordance with these plans, adopting need-based teaching methodologies to enhance learning outcomes.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.bstpharmacy.in/upload/pdf/1753956817Academic%20Calendar%202024-25.pdf">https://www.bstpharmacy.in/upload/pdf/1753956817Academic%20Calendar%202024-25.pdf</a>

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

The Examination Committee prepares a detailed calendar of events encompassing all activities related to Continuous Assessment (CA) examinations for both theory and practical components. The calendar specifies the dates, modes of examination, question paper patterns, Course Outcomes (COs), Bloom's Taxonomy levels, and assessment rubrics, in accordance with the guidelines prescribed by AICTE, PCI, UGC, and the affiliating University. All examination-related processes are carried out through a well-documented and structured examination system.

As per the directives of the affiliating University, four Continuous Assessments were conducted for intermediate batches and three Continuous Assessments for newly admitted batches during the academic year 2024-25. Additionally, two Practical Continuous Assessments (PCAs) were conducted in both odd and even semesters. The Continuous Assessments were conducted using multiple evaluation methods, namely PowerPoint presentation (CA1), report writing (CA2), subjective examination (CA3), and multiple-choice questions (CA4). The Practical Continuous Assessments were conducted in the laboratories as per the prescribed norms.

All CA and PCA examinations were conducted strictly according to the schedule approved by the institutional Examination Committee and in line with University guidelines. The marks obtained in all assessments were uploaded to the University portal by the concerned faculty members immediately after the completion of each examination.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://www.bstpharmacy.in/upload/pdf/1753956817Academic%20Calendar%202024-25.pdf">https://www.bstpharmacy.in/upload/pdf/1753956817Academic%20Calendar%202024-25.pdf</a>

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

**C. Any 2 of the above**

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

## 1.2 - Academic Flexibility

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

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

2

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<b>No File Uploaded</b>
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)**

09

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

104

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

104

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

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

Bengal School of Technology integrates cross-cutting issues as mandated by the affiliating University and statutory bodies such as the Pharmacy Council of India (PCI) and the University Grants Commission (UGC). Issues related to professional ethics, gender sensitivity, human values, environmental science, and allied aspects are incorporated into the curriculum as integral components, ensuring a holistic approach to education.

Core subjects such as the Code of Pharmaceutical Ethics, Universal Human Values, and Environmental Science form essential parts of the curriculum prescribed by PCI and MAKAUT. In addition to curricular provisions, the institution actively promotes social responsibility through various outreach and extension activities. These include plantation drives, Clean and Green initiatives, organization of voluntary blood donation camps, celebration of International Yoga Day, free health check-up camps, distribution of food to the needy during natural calamities, and distribution of blankets to the underprivileged during the winter season.

Furthermore, the initiatives undertaken by the Women’s Cell significantly contribute to student development with focused sessions on Universal Human Values to inculcate ethical and social awareness from the outset.

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

02

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

237

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

**1.4 - Feedback System**

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
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.bstpharmacy.in/upload/pdf/1766383687STUDENT%20FEEDBACK%20%20(2024-25).pdf">https://www.bstpharmacy.in/upload/pdf/1766383687STUDENT%20FEEDBACK%20%20(2024-25).pdf</a>

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

**2.1.1 - Enrolment Number Number of students admitted during the year 200****2.1.1.1 - Number of sanctioned seats during the year**

202

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**

17

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

**2.2 - Catering to Student Diversity****2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners**

As per the University-prescribed curriculum, four Continuous Assessment (CA) examinations are conducted during each semester. Among these, CA3 is a subjective (pen-and-paper) examination. The marks obtained by students in CA3 are used for performance analysis to identify slow learners.

Slow learners in each year are identified on a subject-wise basis by the respective subject teachers. As resolved by the Institute-Level Examination Committee, any student scoring less than 50% marks in CA3 in an individual subject is classified as a **“Slow Learner”** for that particular subject.

Special attention is given to students identified as slow learners. The concerned subject teachers are instructed to conduct additional remedial classes for these students during available slots within the regular class schedule until the completion of the semester syllabus. Furthermore, faculty members provide supplementary study materials to support their learning. Model questions along with model answers are also shared to help slow learners prepare effectively for the semester-end examinations.

File Description	Documents
Link for additional Information	<a href="https://www.bstpharmacy.in/upload/pdf/17660512212.2.1%20Slow%20Learner%202024-25.pdf">https://www.bstpharmacy.in/upload/pdf/17660512212.2.1%20Slow%20Learner%202024-25.pdf</a>

Upload any additional information	<a href="#">View File</a>
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### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
504	35

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

The institute prioritizes student centeredness by providing participative learning, experiential learning, problem solving methodologies through the use of modern infrastructure facilities with approaches to the process of teaching and learning, modern laboratories, language lab and technologically advanced classrooms which creates a suitable learning environment that caters to individual needs, encouraging creative instructional methods.

With the time, there has been a significant development in the way of teaching and learning using both traditional physical methods and modern smart classes using online platforms such as Great Learning. The online systems of Great Learning offer significant benefits to the fields of experiential learning, problem solving, and related fields. Additionally online resources along with software tools such as AUTODOCK, ORIGIN, ORACLE XE, TURBO C3 4.0 and GRAPHAD PRISM 5.0, Linux (Fedora) System, Chem Sketch, RASMOL, TEST (Toxicity Estimation Software Tool) are utilized as efficient teaching tools. For digital library facilities we utilize software like OPAC which allows students to use information resources and tools that have been physically and conceptually inaccessible.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://www.bstpharmacy.in/upload/pdf/1757397667e%20learning%20new.pdf">https://www.bstpharmacy.in/upload/pdf/1757397667e%20learning new.pdf</a>

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

Faculties employ ICT-enabled technologies to enhance the teaching-learning process. In the fitness of the recent developments in the arena of information technology and its use in the area of delivery of educational or the teaching learning pedagogy embraces the current technology of ICT enabled mode of teaching over the conventional mode of teaching.

The Institute makes use of ICT resources, including a digital library, language lab and adequate smart classrooms. An auditorium with state-of-the-art facilities is available for the purpose of conducting seminars, guest lectures and allied purposes. Faculties are encouraged to use LCDs and projectors to use PowerPoint presentations in their lessons. In order to assist them create outstanding presentations, they also have access to websites, a digital library and internet search engines.

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	<a href="https://www.bstpharmacy.in/upload/pdf/1766054826Student%20centric%20approach.pdf">https://www.bstpharmacy.in/upload/pdf/1766054826Student%20centric%20approach.pdf</a>

**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**

22

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	<a href="#">View File</a>
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

39

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<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

13

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

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

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

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

The curriculum prescribed by the apex body, PCI, and implemented in accordance with the academic regulations of the affiliating university, MAKAUT, West Bengal, is planned and delivered systematically by the Institution with a well-defined and properly documented framework. The Institution-Level Examination Committee prepares a comprehensive calendar of events outlining all activities related to Continuous Assessment (CA) examinations for both theory and practical components. These assessments are conducted in accordance with prescribed guidelines, including the mode of examination, question paper pattern, Course Outcomes, Bloom's Taxonomy levels, and assessment rubrics, as mandated by AICTE, PCI, UGC, and the affiliating University, through a robust and well-documented examination system.

To assess student performance, the University mandates four theory Continuous Assessments (CAs), each carrying 25 marks. These are conducted using diverse assessment methods such as PowerPoint presentations, report writing, subjective (pen-and-paper) examinations, and online MCQ examinations. In addition, two Practical Continuous Assessments (PCAs) are conducted in the laboratory through offline mode. The same evaluation process is also followed for non-university/sessional subjects. Throughout the assessment process, transparency, consistency, and robustness are ensured with respect to both the frequency and the mode of internal assessments.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://www.bstpharmacy.in/upload/pdf/17660512752.5.1%20Notice%20compressed.pdf">https://www.bstpharmacy.in/upload/pdf/17660512752.5.1%20Notice compressed.pdf</a>

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

After the completion of each examination, the marks obtained by the respective candidates are uploaded to the University portal within the stipulated timelines prescribed by the University. These marks are made visible to the students through their individual University login portals.

In case of any grievances or discrepancies, students are advised to immediately contact the Examination Cell, BST. The Officer-in-Charge of the Examination Cell addresses the reported grievances and initiates the necessary corrective actions. If the issue pertains to the uploading of marks on the University portal, the records are reverified and appropriate corrections are carried out promptly.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://www.bstpharmacy.in/upload/pdf/17660545282.5.2%20Grivence%20Report%202024-25.pdf">https://www.bstpharmacy.in/upload/pdf/17660545282.5.2%20Grivence%20Report%202024-25.pdf</a>

## 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.

### Course Objectives (CO) :

Specific statements setting measurable expectations for learners, described either in terms of learning outcomes (what the learners are expected to learn), products or performance (what learners will produce as a result of a learning activity) or processes describing the focus of learning activities, along with application based interactive studies.

### Program Objectives (PO) :

They are the fixed achievable goals set up by the institute in accordance to the standard Accrediting body of the country after the completion of 4 years of B.Pharmacy course. There are a set of eleven POs (PO-1: Pharmacy Knowledge, PO-2: planning abilities, PO-3: Problem Analysis, PO-4: Modern tool uses, PO-5: Leadership skill, PO-6: Professional Identity, PO-7: Pharmaceutical ethics, PO-8: Communication, PO-9: Pharmacist & society, PO-10: Environment & Sustainability, PO-11: Lifelong learning) these classified to Program Specific Objectives and Program nonspecific

objectives.

Both the CO s and PO s are enlisted / displayed in website and the link address is displayed in Notice Board. Students and teachers are asked to go through the link to get an idea about COs and POs. The COs are updated according to the changed syllabus needs if needed.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.bstpharmacy.in/upload/pdf/1756366038COPO%202024.pdf">https://www.bstpharmacy.in/upload/pdf/1756366038COPO%202024.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The program must include detailed explanations of the course and program articulation matrices, the methods of course delivery, the ways in which assessment instruments are applied to evaluate the impact of the course material, and the ways in which laboratory and project work contribute to the achievement of the course and program outcomes.

There are two ways to evaluate PO attainment: directly and indirectly.

In essence, direct methods of assessment involve directly examining or observing students' knowledge or skills in relation to quantifiable performance indicators where we have 80% wages and in case of indirect attainment having 20% wages. The indirect attainment in PO is composed of "feedback system" specifically student feedback on teachers after each semester which is graded as 3, 2, 1 (<80% =3, 70-79%=2, 60-69%=1). CO attainment 70% marks calculated from university grades and 30% from the internal assessment scores where we calculate each and individual student's performance bases on our CO-PO rubrics matrix. The cutoff wages for qualify the attainment was 40% initially but later on we implemented this cutoff as 50% and 55% consecutively. After completing the same calculations for eight semesters we can ultimately get the total attainments of a 4years course curriculum.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.bstpharmacy.in/upload/pdf/1765961828CO-PO%202020-2024.pdf">https://www.bstpharmacy.in/upload/pdf/1765961828CO-PO%202020-2024.pdf</a>

### 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

163

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	<a href="#">View File</a>
Paste link for the annual report	<a href="https://www.bstpharmacy.in/upload/pdf/1766051330Results(2024-25)_0001.pdf">https://www.bstpharmacy.in/upload/pdf/1766051330Results(2024-25)_0001.pdf</a>

### 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.bstpharmacy.in/upload/pdf/1766054937STUDENT%20SATISFACTION%20SURVEY%20\(SSS\)%20%202024-25.pdf](https://www.bstpharmacy.in/upload/pdf/1766054937STUDENT%20SATISFACTION%20SURVEY%20(SSS)%20%202024-25.pdf)

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

2,28,300

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 3.1.2 - Number of 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

01

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://aiimskalyani.edu.in/">https://aiimskalyani.edu.in/</a>

### 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

5

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

13

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

02

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

- A "Blood Donation Camp" was organized by the NSS unit of Bengal School of Technology in association with Belur Sramajibi Swasthya Prakalpa Samity in co-ordination with Chinsurah Sramajibi Swasthya PrakalpaSamity.
- A "Health Checkup Camp" was organized by the NSS unit of Bengal School of Technology in association with Belur Sramajibi Swasthya Prakalpa Samity in co-ordination with Chinsurah Sramajibi Swasthya PrakalpaSamity.
- Organization of "Pharma Rally" for the celebration of

**Annual Quality Assurance Report of BENGAL SCHOOL OF TECHNOLOGY**  
**63<sup>rd</sup> National Pharmacy Week on the theme of "Think Health, Think Pharmacy."**

- Organization of Essay competition for the celebration of 63rd National Pharmacy Week on the theme of "Think Health, Think Pharmacy" "at nearest schools of Sugandha, Chinsurah, Hooghly.
  
- Environmental awareness camp was organized in association with Women's Cell, BST at Sugandha Prathomik Bidyalaya.

File Description	Documents
Paste link for additional information	<a href="https://www.bstpharmacy.in/upload/pdf/1765791348EXTENSION%202024-25.pdf">https://www.bstpharmacy.in/upload/pdf/1765791348EXTENSION%202024-25.pdf</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

01

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	<a href="#">View File</a>

### 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

310

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
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

310

File Description	Documents
Report of the event	<a href="#">View File</a>
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

10

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	<a href="#">View File</a>

### 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

06

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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.

The institute boasts state-of-the-art modern infrastructural facilities, including ICT-enabled smart class rooms, modern laboratories with required machineries, language laboratory, machine room with sophisticated machines, and central instrumentation laboratory with instruments like HPLC, UV-Visible Spectromotometer, Biochemical Analyzer, FTIR-ATR, and Electrophoresis Apparatus, Digital Nephelo Turbidity Meter. These facilities provide a holistic academic ambience, with provisions for maintenance of instruments in place. The institute also provides a spacious library with over 10,000 volumes of books, journals, e-resources, and a special reading section. Support facilities include a seminar hall, animal house, medicinal plant garden, administrative amenities, cafeteria, canteen, computer laboratory, gymnasium, yoga center, and more. These facilities demonstrate the commitment to providing quality education and generating competent human resources in pharmacy to meet the dynamic challenges of the global village in various pharmaceutical services. The institute also offers cultural activities, such as games, sports, photography, dance, recitation, drama, yoga sessions, and international yoga day celebrations. The institution also provides a solar panel for alternate energy sources and adequate fire safety measures. CCTV surveillance systems are strategically installed for close monitoring of works activities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.bstpharmacy.in/upload/pdf/1765791434PHYSICAL%20FACILITIES%20%202024-25.pdf">https://www.bstpharmacy.in/upload/pdf/1765791434PHYSICAL%20FACILITIES%20%202024-25.pdf</a>

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

Students are very active in both outdoor and indoor games. A number of facilities are available within the college campus. Every year between January and February, the Institute hosts the Annual Sports Meet to improve mental toughness, health, and leadership skills. For boys in-campus GYMNASIUM facility is present. For girls separately within the hostel premises adjacent to common room has an adequate place to do YOGA or GYMNASIUM. Outdoor (Cricket, Football Badminton, Volleyball) and indoor games (Chess, Carom) are introduced, each with its own fixture and team identity, in order to run the tournament with a formal prize presentation ceremony.

Table Tennis facility is also available for both boys and girls. Every year, the institute's students, with the help of teachers, arrange a Fresher's Welcome event (Genesis), an Annual Culture Fest (Inferno), Despiida (Farewell) and a Reunion (Nostalgia). These tactics are used at college to inspire learners to be more creative, to explore their ideas, and to improve their interactions with their classmates and professors. Weekly Yoga classes are conducted for all the UG and PG students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.bstpharmacy.in/upload/pdf/17660546474.1.2%20SPORTS%20ITEM.pdf">https://www.bstpharmacy.in/upload/pdf/17660546474.1.2%20SPORTS%20ITEM.pdf</a>

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

18

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

18

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.bstpharmacy.in/upload/pdf/1765791434PHYSICAL%20FACILITIES%20%202024-25.pdf">https://www.bstpharmacy.in/upload/pdf/1765791434PHYSICAL%20FACILITIES%20%202024-25.pdf</a>
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)

5,80,00,431.91

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

The state-of-the-art library facilities, unique of its kind, provides desired ambience of a Knowledge Resource Center in the field of pharmacy. Rich collection of more than 10,000 volumes of books besides, e-books, e-resources, e-journals, print versions of national and international journals, bound back volumes of journals and such other facilities are availed by the students for enrichment of the knowledge. Library automation system with OPAC, LIBSYS, subscription of DELNET, NDLI and other resources are in place. Scientific and systematic way of arrangement of books in the racks with BAR CODING and such other aspects are followed in the library. Library advisory committee monitors the activities of library, to provide add-on values to the system. Proper

documentation like foot fall register, journal reading register, library accession register & such other required aspects are taken care of by the qualified librarian and his team.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://www.bstpharmacy.in/upload/pdf/1765798136Library%20resource%2024-25.pdf">https://www.bstpharmacy.in/upload/pdf/1765798136Library%20resource%2024-25.pdf</a>

**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** A. Any 4 or more 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)**

**14 , 31 , 941**

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

33

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

The institute is equipped with excellent IT facility with sufficient band width. The Wi-Fi enabled campus with ICT enabled smart class rooms, modern language laboratory, computer laboratory and such other facilities with need based updating of band width provides desired ambience of IT facility. The institute has a sophisticated air conditioned computer laboratory with internet facilities, uninterrupted power supply, internet browsing, high performance servers, latest Intel processor based systems, broadband internet access, and educational software like EX-PHARMA to carry out software based practical classes in the subject of pharmacology. Adequate printers, scanners, CD/DVD writers, statistical packages, CAD/CAM workstations and electronic databases are also available to support the system.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.bstpharmacy.in/upload/pdf/17660552234.3.%20(IT)%2024-25%20AQAR.pdf">https://www.bstpharmacy.in/upload/pdf/17660552234.3.%20(IT)%2024-25%20AQAR.pdf</a>

#### 4.3.2 - Number of Computers

122

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution 192-249 MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

39,61,270.73

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

Bengal School of Technology offers a conducive learning environment with ample laboratories, sophisticated instrumentation facilities, smart classrooms, ICT-enabled classrooms, and a language laboratory, enhancing knowledge and teaching. The institute has spacious laboratories with all necessary equipment, instruments, glassware, and chemicals, as well as separate machine rooms for various tasks. The faculty and students of the department are actively engaged in research on frontline thrust areas of drug delivery research including industry-collaborated projects, as well as projects in partnership with Govt. research institutes. Students are kept updated with regular assignments and seminars including guest lecturers delivered by resource persons drawn from Industry & Research Institutions. Every year between January and February, the Institute hosts the Annual Sports Meet to improve mental toughness, health, and leadership skills. For girls separately within the hostel premises adjacent to the common

room has an adequate place to do YOGA or GYMNASIUM. Outdoor and indoor games are introduced, each with its own fixture and team identity, in order to run the tournament with a formal prize presentation ceremony. The institute organizes annual events like Genesis, Inferno, and Reunion to encourage creativity, exploration, and improved interactions among students and professors.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.bstpharmacy.in/upload/pdf/1765791434PHYSICAL%20FACILITIES%20%202024-25.pdf">https://www.bstpharmacy.in/upload/pdf/1765791434PHYSICAL%20FACILITIES%20%202024-25.pdf</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

187

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

0

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

**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.bstpharmacy.in/upload/pdf/1765798181Capacity%20Building%2024-25.pdf">https://www.bstpharmacy.in/upload/pdf/1765798181Capacity%20Building%2024-25.pdf</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**

**145**

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

**145**

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

85

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

20

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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**

19

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

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

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

3

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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 )

The process of decentralization ensures that all academic and non-academic activities of college are organized and maintained by a group of faculties, non-teaching staff and student representatives so that working is decided by a particular group in concern. The Student representations are found in the following committees:

Administration-: 1. Antiragging Committee 2. Women's sexual harassment cell 3. Women's Grievance cell 4. Student Welfare Committee 5. Disciplinary Committee 6. IQAC

Co-curricular and extracurricular

1. Cultural 2. Sports 3. Wall Magazine and wall album committee

4. Outreach Activity/ Extension Program

File Description	Documents
Paste link for additional information	<a href="https://www.bstpharmacy.in/upload/pdf/1766054763Committee%20list%202024-25.pdf">https://www.bstpharmacy.in/upload/pdf/1766054763Committee%20list%202024-25.pdf</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**

01

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

The BST Pharma Alumni Association has been registered under the West Bengal Societies Registration Act, 1961 on 24th March 2022. The association has played a vital role in the development of the institution through diverse contributions and also helped in the overall growth of the current students. The distinguished alumni members from this esteemed institution have supported students in preparing for current professional demands through virtual lecture series, seminars, and facilitating industrial training and placement opportunities.

A savings Bank Account for "BST Pharma Alumni Association" has been opened at Punjab National Bank, Chinsurah Branch, which is going to be operated primarily by Mrs. Trisha Chatterjee, Assistant Treasurer, Mr. Shaibal Chandra and Mrs. Paramita Basu Dey, EC Member of the association.

Many esteemed alumni came to deliver lectures in the different seminars organized in the institution throughout the year. They also create different training opportunities for our students and routinely help in preparing the students for placement interviews.

File Description	Documents
Paste link for additional information	<a href="https://www.bstpharmacy.in/upload/pdf/1754459703BST%20PHARMA%20ALUMNI%20ASSOCIATION%20FOR%20NAAC%202023-2024_0001.pdf">https://www.bstpharmacy.in/upload/pdf/1754459703BST%20PHARMA%20ALUMNI%20ASSOCIATION%20FOR%20NAAC%202023-2024_0001.pdf</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	<a href="#">View File</a>

### 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 well defined vision and mission of the institute are displayed prominently. The management of the college ensures smooth functioning of the college and faculty play a vital role in the decision making by way of participation in various committees, including IQAC to handle various academic, developmental administrative and other related issues, with a clear organizational structure, policies and procedures clearly defined for each committee. IQAC coordinates and collects feedback from stakeholders and analyzes the feedback and initiates need based measures for quality improvement. Efforts of the institute in organizing seminars, industrial training, value education. Session forms the part of the quality initiatives to tune with vision and mission of the institute. State of art infrastructure facility are provided with no compromise in quality.

File Description	Documents
Paste link for additional information	<a href="https://www.bstpharmacy.in/">https://www.bstpharmacy.in/</a>
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.

The decentralization process is being monitored through the execution of various existing committee. Meetings are conducted regularly and minutes have been taken into serious consideration. This process of decentralization ensures that all academic and non- academic activities of college are organized and maintained by group of faculties, non-teaching staff and student

representatives, so that working is decided by a particular group in concern. This method of active participation of staff in decision making helps the authority to develop the work culture of the college and ensure professional development of the employees. Another decentralization process includes formation of IQAC cell and members actively participate in discussion and execution of resolutions taken. IQAC has the freedom to initiate and alter working of committees, academic and non – academic activities.

IQAC members meet at regular interval to bring in qualitative change in the working of the Institute. The management authorities regularly undertake the review of working of the college. The participation of students in Sports and NSS are encouraged in order to attain overall development of students. The cultural committee promote to the students to actively participate in drama competitions and debating oratory competitions outside the college. Thus, institute helps the youngsters of the society to become a competent human resource to meet dynamic challenges of the Pharmaceutical Industry, Hospital Pharmacy, Regulatory affairs under the statutory organizations of the government /private sectors, Pharmaceutical entrepreneurship and all other relevant healthcare sectors. Following are the list of committees formed:

1. BST Programme Committee, 2. BST Examination Committee, 3. BST IAEC (CCSEA), 4. BST IQAC, 5. BST Planning and Monitoring Board, 6. BST Anti Ragging Committee, 7. BST Anti Ragging Squad, 8. BST Mentor and Mentee Monitoring Committee, 9. BST Student Welfare Committee, 10. BST Electoral Literacy Cell, 11. BST Cultural Committee, 12. BST Internal Compliance Committee/ Gender Sensitization Committee, 13. BST Grievance Redressal, 14. BST Women’s Cell/ Committee for Gender Harmonization, 15. BST Training Cell, 16. BST Career Guidance and Placement Cell, 17. BST Anti-Discrimination Cell, 18. BST Mandatory Additional Requirement, 19. BST MOOCs, 20. BST NSS, 21. BST Food and Hostel Committee, 22. Games & Sports Committee, 23. BST Administrative Activities, 24. BST Academic Audit Committee, 25. BST NAAC Steering Committee, 26. BST Store and Purchase, 27. BST Library Advisory Committee, 28. BST Industry-Institute-Partnership Cell/Institutional Innovation Council, 29. BST Entrepreneurship Development Cell, 30. BST Research and Development Cell, 31. BST International Commemorative Day cell, 32. BST Finance Committee

File Description	Documents
Paste link for additional information	<a href="https://www.bstpharmacy.in/upload/pdf/1753423436Adobe%20Scan%20Jul%2025,%202025.pdf">https://www.bstpharmacy.in/upload/pdf/1753423436Adobe%20Scan%20Jul%2025,%202025.pdf</a>
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

### **Strategic planning & deployment**

Bengal School of Technology, Sugandha, Chinsurah, Hooghly is one of the leading institutes of its kind in the rural belt of district Hooghly with state-of the art infrastructure facilities. It was established in the year 2006 by Supreme Educational Development and Charitable Organization (SEDCO) with a vision to generate competent, skilled human resources I the field of Pharmacy to meet the Clariant call of health for all.

The institute follows the best practice of Institutional Governance through a team work. Essential committees are constituted which functions meticulously on the pertinent aspect of the issues and submit the

recommendations/cause of action to the administrative authorities.

Strategic plan for the growth and development of the institute is achieved by the way of defining the short-term goals, intermediate goals and long-term goals, defining the broad areas of vision and mission with the active participation by both genders (male/female staff), with a crystal clear objective of achieving the outcome-based educational approach of vision and mission of the institute as a continuous process soliciting the active participation of teaching staff of management, head of the institution, teaching faculty, non-teaching staff and students, alumni, and other stakeholders of the institute with a holistic approach of good governance.

Glimpses of participative process of administration through various committees is furnished hereunder in a bird's-eye view.

Programme Committee:

As mandated by Pharmacy Council of India in the educational regulation framed by PCI Dr. Sasmita Dash acts as the Chairperson of the committee. The committee consists of chairperson, members of the faculty, and student representatives of each class. The committee meets twice in a semester. The committee is vested with various roles and responsibilities as follows:

- Prepare time-tables in accordance with the scheme of instructions, scheme of examination and according to the calendar as framed by the regulatory bodies and affiliating University
- The committee reviews periodically the progress of class work and the coverage of syllabus
- It monitors day to day classwork, reviews the record of attendance of the students in theory and practical classes as maintained by the concerned faculty for the respective course.
- Discusses the problems concerning the curriculum, syllabus and conduct of classes
- Collects all verbal feedback from the student members of programme committee from each class and analyses the same against daily class conductance report of the faculty and initiates need-based counselling to the said faculty or to students for better understanding
- The committee also takes part in identifying and monitoring the slow-learners with need based care and guidance with a focus on teaching-learning pedagogy for the academic quality of the institution.

Examination committee:

The examination committee is constituted for effective monitoring of all examination-related activities of the institution. The committee meets twice in a semester or as needed. The various roles and responsibilities are outlined belows:

- The committee prepares the academic calendar which includes date of commencement of classes, date of continuous assessments in theory and practical, dates of uploading of marks in the University portal, etc.
- Issue guidelines and monitors the pattern of question paper for continuous assessment examinations with a focus on bloom's taxonomy
- Prepares the plan for arranging examination logistics
- Tag the faculty members for each subject for uploading of marks in the portal
- Conduct of examination system under CCTV surveillance
- Prepare guidelines for the smooth planning of practice school
- Prepare guidelines for structure of the project work report, for UG and for the thesis work of PG programmes
- Monitors CO & PO mapping and other examination documentation
- Regular monitoring of University examination system and keep the institution updated about the current requirements/notices/guidelines/instructions issued by the University from time to time and comply the same successfully
- Monitor the Digital evaluation system of the University by the tagged faculty
- Monitor the process of registration of the UG and PG students under the affiliating University and follow-up of the same.
- Monitor the process of enrolment of the UG and PG students under the affiliating University and follow-up of the same
- Monitor the process of examination form fill-up for UG and PG for submission to the University.
- Monitor the process of registration, enrolment, examination form fill-up in respect of D. Pharm students under the purview of State Council.

## **Annual Quality Assurance Report of BENGAL SCHOOL OF TECHNOLOGY**

- Conduct the theory examination for the odd and even semester of MAKAUT at the college center under CCTV surveillance and make it accessible by the University authorities, as per notification issued by the examining authorities.
- Receive the marksheets and certificates of the candidates for the examination held by MAKAUT from the examination authorities of MAKAUT for distribution to students.
- Monitor the process of digital evaluation of University manuscripts by tagged faculty for timely completion of digital evaluation.
- Prepare result analysis and present the same in graphical representation for a quick review.
- Issue notification for commencement of examination and setting of question paper for the continuous examination of theory and practical.
- Plan for making proper siting arrangements in the hall.
- Prepare guidelines and format for submission of lesson plan by the faculty

### Planning and Monitoring board:

The planning and monitoring board constitutes members from teaching and frontline management is vested with the unique responsibility of planning and monitoring of activities to be intune with the vision and mission of the institute. The committee identifies the essential roles and responsibilities of institution for compliance of norms and standards laid down by statutory bodies, regulating bodies, affiliating University and such other bodies as applicable. It prepares the strategic plan by way of presenting a clear and projected concept of framing and adhering to the various goals of the institute within a time frame.

- Train the persons with hand-holding support for understanding the strategic plan of the institute and the ways and means of approaching the target and achieving the set goals.
- Plan for preparing a DPR with financial commitment for various extension programmes for both horizontal and vertical growth of institutions.
- Transfer plans for mobilization of financial resources for financial viability.
- It also reviews the infrastructural development activities of the institution.

### Anti Ragging Committee:

- In accordance to the UGC guidelines and landmark judgement of Hon'ble Supreme Court of India to curb the menace of ragging an institutional antiragging committee is constituted involving the frontline management, HOI, faculty, non-teaching staff, civil administration, local police, journalist, NGO, parent representative, students and inmates of boys and girls hostel, and hostel superintendants.
- The committee is vested with the responsibilities complying the requirement of national ragging prevention programme and monitors online submission of affidavits and obtains undertaking and declaration in the prescribed format for prevention of ragging in educational institution to say "NO TO RAGGING". It also ensures compliance with the regulations and any law for the time being in force concerning ragging and to deal an act promptly to the incidence of ragging brought to its notice. It is also vested with the responsibilities to conduct the enquiry for observing a fair and transparent procedure with the principles of natural justice and after giving required opportunity to all concerned. It also monitors the activities and performance of anti-ragging squad in prevention and curbing the menace of ragging in educational institution.

### Governing body:

- The governing body of Bengal School of Technology is constituted as per norms consisting of members of the Supreme Educational Development and Charitable Organization (SEDCO), a charitable trust, nominee of the affiliating University, nominee of The State Government, faculty nominated by principal and the Member Secretary. The principal acts as an Ex-officio Member Secretary who convenes the meetings and takes appropriate measures as per the decision of the body. The Governing body is the apex body, looks after the board activities of academic, administrative, financial, physical infrastructural facilities, intellectual infrastructure, compliance of the norms of the statutory bodies considering the recommendations of finance committee, Planning and Monitoring Board, and such other committees for good institutional practices.

### Institutional Animal Ethics Committee:

- The institution has constituted an Institutional Animal Ethics Committee duly registered by CCSEA for

### **Annual Quality Assurance Report of BENGAL SCHOOL OF TECHNOLOGY**

maintaining animal house for experimentation on animals. The committee is reconstituted and renewed from time to time in accordance with the norms of CCSEA, Ministry of Fisheries, Animal Husbandry and Dairies, Government of India. The committee conducts annual inspection for the animal house facility and conducts meetings in presence of main nominee/link nominee and other members. It examines the experimental protocols submitted by the researchers or PG scholars and examines the protocol on the merit of bonafied scientific justification published by the researcher for its approval or otherwise and further examines the rationality of the number of animals used for the previous projects and matters related thereof.

#### Internal Quality Assurance Cell (IQAC):

The IQAC is constituted to develop a system of conscious, consistent and catalytic improvement in the overall performance of the institution aiming towards realization of goals of quality enhancement and sustenance with a backdrop of internalization and institutionalization of quality enhancement initiative so as to make quality a visible component in all sectors, ensuring an unwavering commitment for adopting quality culture.

#### Internal Complaint Committee (ICC):

In accordance to the statutory provisions of prevention of women's sexual harassment at workplace (prevention, prohibition and redressal) act 2013 (POSH) act 2013 an internal compliance committee of BST is constituted to handle prime concern of discrimination, harassment and inequality on the issues of gender with a care and caution on the issues related to ICC for a smooth and healthy environment. This is a body which is envisaged to receive complaints on sexual harassment from aggrieved women as well as to enquire into and make recommendations to the employer on the action required pursuant to its enquiry of such complaints made and to ensure that the campus is free from any activities of discrimination, harassment, retaliation, and any form of sexual assault like physical contact and advances, demand or request for sexual favor, making sexually colored remarks, showing pornography and any other unwelcome physical, verbal, or non-verbal conduct of sexual nature.

#### Grievance Redressal Cell:

The committee is vested with the responsibility of receiving grievances and redressal of grievances of the students in appropriate manner, conduct an investigation into the complaint appropriately, maintaining desired confidentiality of all matters with regard to grievance redressal mechanism.

#### Finance Committee:

Finance committee is constituted with the members of the frontline management, HOI, persons dealing the accounts, which is vested with responsibilities to review the institutional goals and priorities of short term, intermediate and long-term plans and align with the vision and mission. The committee prepares annual budget with proper alignment with the norms of statutory bodies with regard to essential commitments of recurring and non-recurring expenses and vis-à-vis the expected income/financial status of the institution.

In the same line and for meeting the challenges in combined mode the committees like Anti-ragging squad, Mentor-Mentee monitoring committee, students welfare committee, electoral literacy cell, cultural committees, Women's cell (committee for the gender harmonization), Training cell, Career guidance and Placement cell, Food and Hostel Committee, games and Sports Committee, Stores and Purchase Committee, Institutional Innovation cell, Entrepreneurship Development cell, R&D cell are vested with the corresponding responsibilities and documents appropriate measure to be taken by the institute.

The Strategic Plan Development 2025 contains the following goals:

#### Short-term Goals:

- Need-based augmentation of Institutional infrastructure to provide academic ambience in a clean and green campus
- Adopting good documentation and record keeping practices
- Constitution of programme committee as mandated by PCI
- Introduction of different programme
- Extension of approval and affiliation by the regulating body and the examination authority
- Strengthening the activities of IQAC

## Annual Quality Assurance Report of BENGAL SCHOOL OF TECHNOLOGY

- Institution of academic merit award to the college level toppers in each year and each programme
- Institution of best library user awards for students and faculties for improving library foot-fall.
- Conducting state-level and national level entrance test like NEET and WBJEE at this centre.

### Intermediate Goal:

- Recognition by UGC and inclusion under Section 2(F)/12B of UGC act 1956
- Entering into MOU with Pharma industries for training and placement and projects
- Entering into MOU with academic institutions
- MOU with Healthcare Sectors
- Installation of solar panel or alternate source of energy
- Energy conservation measures (URJA BACHAO)
- Book bank
- Maintenance of standards of IAEC-CCSEA

### Long-Term Goal:

- Autonomous status by UGC
- Approval as Research centre by affiliating University
- Implementation of ERP in all sectors.

In a nutshell the strategic planning & deployment plays a process of reforming the institutional vision into daily practice ensuring everyone from frontline leadership down to the frontline staff towards attainment of common goals collectively through clear plans, resource alignment and performance tracking with a united approach for preventing good plans from failing in education, due to poor implementation, preparation of a foolproof roadmap and following good governance practices aims at achieving the goals is thus an important component and forms the backbone of institutional growth.

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

**Bengal School of Technology, Sugandha, Chinsurah, Hooghly, West Bengal is one of the leading institutes of its kind in the eastern belt of the country with state-of-art infrastructural facilities. The institute was established in the year 2006 by Supreme Educational Development & Charitable Organization (SEDCO) a charitable trust ,as an outcome of ideas, dreams and creativity of a group of entrepreneurs & Philanthropists , with a vision to**

transform the bright youngsters of the society, who have opted for Pharmacy as a career, are nurtured to generate competent, skilled human resources to meet the dynamic challenges of the Pharmaceutical Industry, Hospital Pharmacy, Pharmaceutical entrepreneurship and all other relevant healthcare sectors with continued academic precocity and penchant for research and to serve the society with a lifelong commitment to adopt the holistic approach of human values and professional ethics to meet the clarion call of health for all.

The institute has adopted a set of rules for its employees titled, SERVICE RULES for the effective & efficient functioning of the institute with a visible policy framework for effective administrative setup and institutional governance.

The policies and procedures for effective governance are reflected in the service rules which cover pertinent aspects like appointment, service condition, job responsibilities, leave rules, code of conduct and such other essential aspects as deemed appropriate for the smooth functioning, growth and development of Institution.

File Description	Documents
Paste link for additional information	<a href="https://www.bstpharmacy.in/upload/pdf/1752472885BST%20Service%20Rule.pdf">https://www.bstpharmacy.in/upload/pdf/1752472885BST%20Service%20Rule.pdf</a>
Link to Organogram of the Institution webpage	<a href="https://www.bstpharmacy.in/organogram">https://www.bstpharmacy.in/organogram</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

**B. Any 3 of the above**

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
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

- **Teaching**

1. Contributory Provident fund provision
2. On-Duty leave provision for faculties.
3. Flexi timing for medical reason.
4. Maternity leave provision for female faculties.
5. Provision for PhD research and award of ten thousand rupees on award of PhD certificate
6. Paternity leave provision
7. Group insurance
8. Medical allowances
9. Encourage to attend FDP, webinar by providing financial support.
10. Encourage to publish paper in scientific journal.
11. Monetary award to faculties for patent and publication

- **Non- Teaching Staff**

1. Earned Leave facility
2. Maternity leave provision is there
3. ESI facility available
4. Group Insurance.
5. Provident fund facility

File Description	Documents
Paste link for additional information	<a href="https://www.bstpharmacy.in/upload/pdf/1766383567Faculty%20Empowerment.pdf">https://www.bstpharmacy.in/upload/pdf/1766383567Faculty%20Empowerment.pdf</a>
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**

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

7

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

27

File Description	Documents
IQAC report summary	<a href="#">View File</a>
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

As a part of the quality initiative activities of IQAC, the Performance Appraisal system is followed where in all the faculty members shall submit the annual PAR by awarding self-assessment score for each assessment parameter, pertaining to the core areas of:

1. Teaching Learning & Evaluation,
2. Co-Curricular, Extension & Professional Development, and
3. Research

The self-assessment score awarded by the respective faculty in respect of each of the assessment parameters under the above three core areas as per the assessment rubrics mentioned for each parameter for the respective academic session, supported by appropriate documents, is to be verified by IQAC in coordination with the program committee. The same shall be placed before Principal and CEO for award of score on the confidential observation and for further perusal.

File Description	Documents
Paste link for additional information	<a href="https://www.bstpharmacy.in/upload/pdf/1765954903BST-APR%202024-25%20(1).pdf">https://www.bstpharmacy.in/upload/pdf/1765954903BST-APR%202024-25%20(1).pdf</a>
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

The accounts of the institute is subject to internal as well as annual mandatory statutory audit for which purpose the Institute has appointed qualified Chartered Accountants to conduct the Annual Audit.

File Description	Documents
Paste link for additional information	<a href="https://www.bstpharmacy.in/upload/pdf/1762855647Audit%20Report%202024-25.pdf">https://www.bstpharmacy.in/upload/pdf/1762855647Audit%20Report%202024-25.pdf</a>
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)

4158559.78

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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

Bengal School of Technology, Sugandha, Chinsurah, Hooghly, West Bengal is self financed institute under MAKAUT University, West Bengal, mobilizes it's financial resources through the following sources

1. Tuition fees
2. Hostel and mess fees
3. Research grants and Consultancy fees

#### 4. Interest

#### 5. Miscellaneous sources

Directorate of Technical education, West Bengal instructed tuition fees are the primary source of income. Hostel and mess fees are collected according to the norms set by the higher authority and canteen vendor. Research activity is encouraged and research proposal submission is encouraged. Grants for research and consultancy are also part of income source for the institute.

The head of the institute in consultation with different committees proposes budget in the Governing body meeting in the beginning of the academic session and approval of any revision (if present) in the subsequent meeting.

File Description	Documents
Paste link for additional information	<a href="https://www.bstpharmacy.in/upload/pdf/1766383621Mobilization%20of%20Funds.pdf">https://www.bstpharmacy.in/upload/pdf/1766383621Mobilization%20of%20Funds.pdf</a>
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

#### Quality Benchmark planned for the session 2024-2025

1. Conduction of a 2-day National Conference "PHARMACON 2K25" at college premises.
2. Preparation and submission of NBA pre-qualifier and Self-Assessment Report (SAR).
3. Procurement of MyCalPharm pharmacological software for experimentation.
4. Upgrading the existing college website as per UGC (<https://www.bstpharmacy.in/>)
5. Allowing the facility to access ERP from college website to add attendance of students and monitor them.
6. Received National Certification from Ministry of Ayush in the event of International Day of Yoga, 2025, organized by Yoga Sangam Event.
7. Implementation of motivational quality enhancement for paper publications, completion of PhD, book chapter publications, patent publications and participation in conferences.
8. Preparation of Activity Planner for the celebration of institutional commemorative days.

File Description	Documents
Paste link for additional information	<a href="https://www.bstpharmacy.in/upload/pdf/1765798242IQAC%20review%20report%20on%20teaching%20learning%2024-25.pdf">https://www.bstpharmacy.in/upload/pdf/1765798242IQAC%20review%20report%20on%20teaching%20learning%2024-25.pdf</a>
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

#### Teaching-learning process:

1. Best Librarian Award amongst the students and faculties.
2. Bentham and Digital Library were continued for our students.
3. Academic awards were awarded to Diploma, UG and PG students to encourage them for better academic results.
4. Regular scholarships were arranged for the students from different government schemes that helped the students to carry out their academics under concession.
5. Procurement of MyCalPharm Pharmacology software for experimentation.

#### Structures & Methodologies of Operations

1. Procurement of Digital Nephelo Turbidity Meter to support quantitative turbidity analysis for solution clarity studies.
2. Procurement of Digital Photo Fluorometer to facilitate fluorescence- based quantitative analysis in pharmaceutical assays.
3. Procurement of Microprocessor-Based Flame Photometer to enable the estimation of alkali and alkaline earth metals in formulations.
4. Procurement of Propeller Type Mechanical Agitator for mixing liquid and formulation studies.
5. Procurement of Single Lever Automatic Autoclave for sterilization and aseptic processing.

File Description	Documents
Paste link for additional information	<a href="https://www.bstpharmacy.in/upload/pdf/1765798242IQAC%20review%20report%20on%20teaching%20learning%2024-25.pdf">https://www.bstpharmacy.in/upload/pdf/1765798242IQAC%20review%20report%20on%20teaching%20learning%2024-25.pdf</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)**

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.bstpharmacy.in/upload/pdf/1766056064IQAC%20Minutes%20meeting%20(2024-25)_0001.pdf">https://www.bstpharmacy.in/upload/pdf/1766056064IQAC%20Minutes%20meeting%20(2024-25)_0001.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

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

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

#### **ANNUAL GENDER SENSITIZATION ACTION PLAN**

The fundamental prerequisite for comprehending the delicate demands of a specific gender, whether it be female, male, or transgender, is gender sensitization. It assists us in challenging the truths we believed to be true and in analysing our own attitudes and views. Instilling ideas and reversing perceptions (if necessary) can be greatly aided by educational institutions. They contribute to the creation of a more democratic society that is able to shift perceptions and embrace gender equality as a basic societal ideal.

Women empowerment and gender equality are primary concerns to Bengal School of Technology. Annual gender sensitization plan is devised to conduct various gender sensitization activities on regular basis.

**Objective:** to promote gender equality, inclusiveness, tolerance and harmony the students and staffs leading to women empowerment

File Description	Documents
Annual gender sensitization action plan	<a href="https://www.bstpharmacy.in/upload/pdf/1766395004annual%20gender%20action%20plan.pdf">https://www.bstpharmacy.in/upload/pdf/1766395004annual%20gender%20action%20plan.pdf</a>
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="https://www.bstpharmacy.in/upload/pdf/1766395036FACILITY%20FOR%20WOMEN%20SAFETY.pdf">https://www.bstpharmacy.in/upload/pdf/1766395036FACILITY%20FOR%20WOMEN%20SAFETY.pdf</a>

**7.2.2 - 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

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

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

**7.2.3 - 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

- **Degradable Solid Waste can be broken down into simpler substances by the action of microorganisms, environmental factors, or natural processes over time like Organic waste, food waste, yard waste, and certain types of papers, kitchen scraps and yard waste, can be composted to produce nutrient-rich compost that can be used as a soil conditioner.**
- **In case of Non-degradable Solid Waste that can persist for long periods like Plastics, glass, metals, and certain types of synthetic materials.**
- **Biomedical waste management is crucial for the proper handling and disposal of potentially hazardous waste generated in the course of various activities. Biomedical waste such as general, infectious, pharmaceutical, and chemical waste. We also provide color-coded bins to**

facilitate easy segregation. We conduct regular training for faculty, staff, and students. We also have implemented a system for regular collection and disposal of biomedical medical waste by authorized agencies.

- ♦ Our e-waste management program involves recycling of electronic waste like old computers, printers, electronic devices, and other electronic equipment.
- ♦ Waste recycling is a crucial aspect of sustainable waste management that involves the collection, processing, and reusing of materials that would otherwise be discarded as waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="https://www.bstpharmacy.in/upload/pdf/1766395065MANAGEMENT%20OF%20WASTE.pdf">https://www.bstpharmacy.in/upload/pdf/1766395065MANAGEMENT%20OF%20WASTE.pdf</a>
Any other relevant information	<a href="#">View File</a>

**7.2.4 - 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	<a href="#">View File</a>

**7.2.5 - Green campus initiatives include**

**7.2.5.1 - 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	<a href="#">View File</a>

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

7.2.6.1 - 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

A. Any 4 or all of the above

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

7.2.7 - 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

A. Any 4 or all 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	<a href="#">View File</a>
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	<a href="#">View File</a>

7.2.8 - 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).

In order to create a country of morally upright young people, the institution plans and carries out a number of events to foster an atmosphere of moral, cultural, and spiritual values among its faculty, staff, and students. With the initiative and assistance of the administration, memorial days are held on campus to foster the emotional and religious feelings of the staff and students. This fosters a sense of social peace and unity in addition to entertainment and recreation. Students from various castes, religions, and geographical areas are studying together without facing any discrimination, demonstrating the institution's belief in the equality of all cultures and traditions. We do not harbor intolerance for cultural, regional, linguistic, community socioeconomic, and other diversity, notwithstanding the institution's diverse sociocultural background and linguistic diversity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Bengal School of Technology makes the institution's staff and students aware of their constitutional duties regarding citizens' rights, principles, and responsibilities, empowering them to act

as responsible members of society. To give students the values, information, and abilities needed to maintain a healthy balance between life and work by creating a learning environment that is efficient, encouraging, secure, accessible, and reasonably priced. These components are ingrained in the collegiate community's value system.

By inviting notable individuals to participate in various programs on culture, customs, values, obligations, and responsibilities, the pupils are motivated. Students participated in awareness campaigns the institute ran on topics like cleanliness, Swachh Bharat, and the plastics ban. Core values are reflected in the policies that the college creates. Everyone is expected to abide by the code of conduct, which is established for both staff and students.

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	<a href="#">View File</a>

**7.2.10 - 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**

**A. All 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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

In addition to the special days, activities, and festivals that are crucial for fostering an inclusive culture and appreciating diversity, the institution has been fervently and consistently commemorating a number of national and international commemoration days. On a regular basis, the university's various departments and centers have also taken part in initiatives to raise national awareness. For example, the entire university observes University Foundation Day, Republic Day, and Independence Day every year. Additionally, certain departments and centres engage in national awareness-raising initiatives in addition to commemorating a wide range of memorial days.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3 - Best Practices

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

#### **TITLE OF THE PRACTICE: ORGANIC FARMING**

**OBJECTIVES OF THE PRACTICE:** To preserve environment by using natural processes and resources to produce food and livestock

#### **THE CONTEXT:**

- Limited availability of access to organic seeds, fertilizers and pest control products
- Time consuming as it takes a year or more to transition from conventional to organic farming
- Organic practices are often expensive than conventional farming

**THE PRACTICE:**

**The positive aspects of organic farming-**

- Organic farming aims to utilize less pest control chemicals compared to conventional farming
- It reduces soil erosion
- Organic farming can prevent leaching of nitrate salts into ground water and surface water
- It ensures recycling of animal wastes into the farm to make the soil fertile for better foliage
- Organic farming helps to reduce pollution and this way it can make environment free of chemical waste

**Organic farming can help students in higher education in different ways-**

- All these factors convey students about sustainable goals, how to conserve environment and natural resources.
- Organic farming responsibly helps the students to learn about importance of greener planet and how to grow up with the vision
- Students learn about the importance of healthy nutrition
- This also shows ways of reducing soil, water and environmental pollution
- Besides being a responsible pharmacist and serving the society, the students are also aware of the humane treatment of animals and their welfare
- A responsible pharmacist can be a better leader who can think beyond their profession. Organic farming can help students to be more intelligent and sensitive towards the exploitation of earth to create a better world.

**EVIDENCE OF SUCCESS:**

The Bengal School of Technology have been arranged an organic farming visit program in their nearby area, on 17/12/2025, under guidance of NSS team and faculties. The event was graced in presence of faculties with varying levels of experience and expertise in their domains.

The faculties and students present during the program.

- Dr. Paramita Dey, Professor, Bengal School of Technology
- Dr. Saumya Das, Professor, Bengal School of Technology
- Mrs. Sangita Banerjee, Associate Professor, Bengal School of Technology
- Mrs. Rituparna Das, Associate Professor, Bengal School of Technology
- 26 students of NSS unit

**PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED:**

**Problems encountered:**

- **LOW YIELD-** the production of organic farming is far low compared to conventional farming
- **HIGHER COST-** high cost of organic inputs such as vermi-compost, neem cake etc.
- **ECONOMIC CHALLENGES-** organic industry is consolidating due to more organic imports.

**Resources Required:**

- Adequate infrastructure and advertising as resource is required for encouraging this innovative strategy.
- There is scarcity of organic certification agency in state so possible necessary policies are required to adopt organic farming as primary cultivation technique besides conventional farming.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## **7.4 - Institutional Distinctiveness**

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

### **Area of Distinctiveness**

Bengal School of Technology created a niche for itself as a pioneer to initiate and promote quality education, concept of lifelong learning among the bright youngsters who opted Pharmacy as a career. This way BST stems the vision and mission to produce socially responsible and competent pharmaceutical human resource in order to meet up the dynamic challenges of Pharmaceutical Industry, Hospital Pharmacy, regulatory affairs under statutory organization.

### **QR CODE ON INSTRUMENTS OF LABORATORIES & HERBAL GARDEN**

Positive aspects of the practice:

- Instant information access: scan to get manual, troubleshooting and usage instructions immediately
- Efficient maintenance and tracking: Track equipment location, log service and repair history
- Enhance training and compliance: quickly access training manual and verify compliance with standards as per like ISO.
- Medicinal and traditional uses: the codes can link to information about the plant's medicinal properties, chemical constituents and medicinal usage like Ayurveda.
- Self-guided tour: this allows the visitors to explore the garden at their own pace and access information's.