

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

I. Details of the Institution

1.1 Name of the Institution	Dwijendralal College
1.2 Address Line 1	A. H. Mitra Road
Address Line 2	Krishnanagar
City/Town	Krishnanagar
State	West Bengal
Pin Code	741101
Institution e-mail address	info@dwijendralalcollege.org
Contact Nos.	(03472) 252240 ; 9434245262
Name of the Head of the Institution:	Sk. Sahajahan Ali
Tel. No. with STD Code:	(03472) 252240
Mobile:	9434245262

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879) : EC/33/076 dated 16.09.2014

1.4 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C	59	2003	5 Years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

1.7 AQAR for the year (*for example 2010-11*)

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

- i. AQAR 2010-11 submitted on 22.12.2015 (DD/MM/YYYY)
- ii. AQAR 2011-12 submitted on 22.12.2015 (DD/MM/YYYY)
- iii. AQAR 2012-13 submitted on 22.12.2015 (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Distance Education Programmes of IGNOU & DODL ,
University of Kalyani

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

University Of Kalyani

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

Autonomy by State/Central Govt. / University NIL

University with Potential for Excellence NIL UGC-CPE NIL

DST Star Scheme	<input type="text" value="NIL"/>	UGC-CE	<input type="text" value="NIL"/>
UGC-Special Assistance Programme	<input type="text" value="NIL"/>	DST-FIST	<input type="text" value="NIL"/>
UGC-Innovative PG programmes	<input type="text" value="NIL"/>	Any other (<i>Specify</i>)	<input type="text" value="NIL"/>
UGC-COP Programmes	<input type="text" value="NIL"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="10"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="2"/>
2.3 No. of students	<input type="text" value="1"/>
2.4 No. of Management representatives	<input type="text" value="2"/>
2.5 No. of Alumni	<input type="text" value="Nil"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="Nil"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="Nil"/>
2.8 No. of other External Experts	<input type="text" value="Nil"/>
2.9 Total No. of members	<input type="text" value="15"/>
2.10 No. of IQAC meetings held	<input type="text" value="5"/>

2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="5"/>	Faculty	<input type="text" value="2"/>
	Non-Teaching Staff	<input type="text" value="2"/>	Students	<input type="text" value="2"/>
	Alumni	<input type="text" value="Nil"/>	Others *	<input type="text" value="1"/>

*Guard

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

If yes, mention the amount

₹ 3,00,000

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

N.A

2.14 Significant Activities and contributions made by IQAC

1. Computerization of the College Library
2. Construction of Water-Hut in collaboration with Krishnanagar Lions Club.
3. Construction of Cycle Stand for the students.
4. Construction of the ladies toilet on the 2nd and 3rd floor of the Ladies Hostel has been completed during this year.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
1. Computerization of the Library	1. The library is automated now, with SOUL 2.0 Software in 1 Server and 2 client computers.
2. To provide continuous and purified drinking water to the students.	2. A water hut is made costing ₹ 1,00,000. 50% of which is contributed by the Lions Club, Krishnagar.
3. To ensure regular attendance of the students.	3. Notice is served to the students, and the HODs have taken strong measures which resulted in increase in the attendance of the students.
4. Construction of Ladies' Toilet and Ladies' Hostel	4. Construction of the Ladies toilet on the 2 nd and 3 rd floor of the Ladies Hostel has been completed during this year.

* *Academic Calendar attached in Annexure II*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

In the interest of the institution and its students, the Governing Body of the college always approves any plan or action taken in the former or above. So the GB approved the AQAR.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	Nil	Nil	Nil	Nil
PG	Nil	Nil	Nil	Nil
UG	13	01	NIL	NIL
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	03	Nil	Nil	Nil
Others :				
1. DODL , University of Kalyani	04	Nil	Nil	Nil
2. IGNOU	07	Nil	Nil	Nil
Total	27	01	Nil	Nil
Interdisciplinary	2	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

1.2 (i) Flexibility of the Curriculum: Core and Elective Options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	10
Trimester	Nil

Annual	18
--------	----

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

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

*Please provide an analysis of the feedback in the Annexure

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

The syllabi of the affiliating university are followed.

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

Yes . B.A. General Course in Physical Education.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	13	9	2	Nil	2*

*Principal & Librarian

2.2 No. of permanent faculty with Ph.D.

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

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	5	11	6

Presented papers	5	9	3
Resource Persons	0	1	1

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

1. **Installation of green boards in the classrooms:** The old black boards are replaced with green boards for a better visual and less dust.
2. **Installation of loudspeakers in some large classrooms:** The classrooms where a large number of students are accommodated are provided with loudspeakers.
3. **Academic calendar (faculty-wise and discipline wise):** Academic Calendar is prepared and teaching plans are prepared based on those. Classes are conducted based on the Academic Calendar and Teaching Plan.
4. **Tutorial classes for the students:** Tutorial Classes are taken for the students outside of the regular classes.
5. **Departmental Orientation:** Departmental orientation of the students is conducted in the beginning of the session that ensures a better and effective teacher-student relationship.
6. **Observation of special days:** Special days like International Mother Language Day, Teachers day, etc are observed which paves the path to share the knowledge to different aspects to the students.
7. **Continuous guidance:** Teachers guide the students anytime, e.g. in an off period or within the study leave before the exams.

2.7 Total No. of actual teaching days during this academic year 178

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

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop BOS : 2 Nil Nil

2.10 Average percentage of attendance of students 64 %

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Class / Division				
		Distinction %	I %	II %	Pass Div. %	Pass %
B.A. (Honours)	243	N.A.	5.76	75.72	N.A.	81.48

B.A. (General)	353	N.A.	Nil	5.38	70.26	75.64
B. Com (Honours)	58	N.A.	16.98	79.25	N.A.	96.23
B.Com (General)	44	N.A.	Nil	2.27	52.27	54.55

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

1. Regular guidelines about teaching and learning including practical classes.
2. Guiding and observing the activities of the various departments including seminars, paper presentation, research etc.
3. Regular meeting with different stakeholders.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	1
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	1
Others	Nil

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	6	8	0	6
Technical Staff	Nil	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

IQAC encourages and promotes the teachers for registering for Ph.D courses. Special leaves are sanctioned for Course Work, Conferences and Seminars relating to research related activities.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

3.4 Details on research publications

	International	National	Others
Peer Review Journals	1	1	3
Non-Peer Review Journals	Nil	Nil	Nil
e-Journals	Nil	Nil	Nil
Conference proceedings	Nil	6	Nil

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

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

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences
organized by the Institution

Level	International	National	State	University	College
Number	Nil	Nil	Nil	Nil	Nil
Sponsoring agencies	Nil	Nil	Nil	Nil	Nil

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
Nil	Nil	Nil	Nil	Nil	Nil	Nil

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

Nil

Nil

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

Nil

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

JRF Nil SRF Nil Project Fellows Nil Any other Nil

3.21 No. of students Participated in NSS events:

University level 50 State level Nil

National level Nil International level Nil

3.22 No. of students participated in NCC events:

University level Nil State level Nil

National level Nil International level Nil

3.23 No. of Awards won in NSS:

University level Nil State level Nil

National level Nil International level Nil

3.24 No. of Awards won in NCC:

University level Nil State level Nil

National level Nil International level Nil

3.25 No. of Extension activities organized

University forum Nil College forum 1

NCC Nil NSS 4 Any other Nil

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

- ❖ Cancer Awareness Camp in association with Subhendu Memorial.
- ❖ A survey of ASER was organised by the students of NSS unit of the college on 22nd September, 2013.
- ❖ A special camp was organised by the NSS unit of the college from 10th to 16th November, 2013.
- ❖ Aids Awareness Programme was organised by the NSS unit of the college on 1st December, 2013.
- ❖ A survey was conducted by the students of NSS unit in Ward No. 15 of Krishnagar Municipality on 5th June, 2014.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	1 Acre	Nil	N.A.	1 Acre
Class rooms	18	3	Grant in aid	21
Laboratories	2	Nil	N.A.	2
Seminar Halls	2	Nil	N.A.	2
No. of important equipments purchased (≥ 1-0 lakh) during the current year. ^a	16	Nil	N.A.	16
Value of the equipment purchased during the year (Rs. in Lakhs)	4.28976 ₁	2.22520 ₂	Grant in aid and own fund	6.51496 ₃
Others	Nil	Nil	Nil	Nil

Note:

a. Computers

1. Existing value of equipment is the WDV with respective rates.

2. Furniture, `83200; Xerox machine `120000, Water Hut `4890, MTS network dongle `1100, Fire Extinguisher `13330

3. Total = WDV + Newly Created

4.2 Computerization of administration and library

Partly Computerized

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (`)	No.	Value (`)	No.	Value (`)
Text Books	15,797	18,84,125	47	5,775	15,844	18,89,900
Reference Books	7,445	8,76,116	20	4,000	7,465	8,80,166
e-Books	Nil	Nil	Nil	Nil	Nil	Nil
Journals	12	6,300	Nil	Nil	12	6,300
e-Journals	Nil	Nil	Nil	Nil	Nil	Nil
Digital Database	Nil	Nil	Nil	Nil	Nil	Nil
CD & Video	Nil	Nil	Nil	Nil	Nil	Nil
Others (specify)	Nil	Nil	Nil	Nil	Nil	Nil

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	16	10	Nil	Nil	Nil	2	Nil	4
Added	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Total	16	10	Nil	Nil	Nil	2	Nil	4

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

Nil

4.6 Amount spent on maintenance in lakhs (`) :

i) ICT	0.16039
ii) Campus Infrastructure and facilities	0.64965
iii) Equipments (Generator and Computer)	0.9196
iv) Others	Nil
Total :	0.90200

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Scholarship to SC, ST and minority students.
2. Tutorial classes for students.
3. Publication of College magazine containing writings of the students.
4. Annual athletic meet and indoor games.

5.2 Efforts made by the institution for tracking the progression

Result evaluation of the students is done by institute on a regular basis and necessary measures are taken to improve the results of the students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3050	N.A.	N.A.	N.A.

(b) No. of students outside the state

Nil

(c) No. of international students

1

Men	No	%	Women	No	%
	1755	57.54		1295	42.46

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1836	793	28	259	22	2916	1913	832	30	275	20	3050

Demand ratio (No. of applications received / No. of students admitted) :- 5 : 1

Dropout % : 15-20 % (approx.)[#]

[#] A student gets five chances to complete the undergraduate course . Calculation of the percentage of dropout requires data about the progress of each student individually, which is not available.

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

The college had initiated student support mechanism for coaching for competitive examinations in association with WBMDFC . But presently there is no enrolment .

No. of students beneficiaries

Nil

5.5 No. of students qualified in these examinations

NET	<input type="text" value="Nil"/>	SET/SLET	<input type="text" value="Nil"/>	GATE	<input type="text" value="Nil"/>	CAT	<input type="text" value="Nil"/>
IAS/IPS etc	<input type="text" value="Nil"/>	State PSC	<input type="text" value="Nil"/>	UPSC	<input type="text" value="Nil"/>	Others	<input type="text" value="Nil"/>

5.6 Details of student counselling and career guidance

Counselling of the students is done at the entry point so that they can choose the course and subjects that suits him the best. The teachers also provide the necessary guidance to the students to about their career on a continuous basis.

No. of students benefitted

We don't have the adequate data about it.

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

Nil

5.9 Students Activities

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

State/ University level National level International level

*5 Students in Athletics and 16 students in Football.

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level

National level

International level

5.10 Scholarships and Financial Support

	Number of students	Amount (`)
Financial support from institution @	493	2,65,410
Financial support from government #	755	85,73,050
Financial support from other sources \$	1	3,000
Number of students who received International/ National recognitions	Nil	Nil

Note :

@ Half- free studentship and Students' Aid Fund.

Scholarships for Minority, West Bengal Govt. Merit cum Means Scholarship (excluding scholarships for SC/ST which are auto-generated directly to the Bank A/Cs of the recipients and for which no data is available), Kanyashri scholarship from Govt. of West Bengal

\$ Scholarship from Sitaram Jindal Foundation .

5.11 Student organised / initiatives

Fairs	: State/ University level	<input type="text" value="1"/>	National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>
Exhibition:	State/ University level	<input type="text" value="Nil"/>	National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>

5.12 No. of social initiatives undertaken by the students

Note : \$ NSS - related activities

5.13 Major grievances of students (if any) redressed: Canteen, common room and union room, lavatory

Criterion – VI**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

Our Vision:

Providing quality education in the light of changing scenario in the area of higher education.

Our Mission:

- ❖ To maintain accessibility, equitability and quality in higher education.
- ❖ To maintain suitable environment for promotion of quality and relevance in teaching - learning process in the institution.
- ❖ To maintain sustainable development in higher education.
- ❖ To encourage the students belonging to the backward and underprivileged communities to pursue higher studies.
- ❖ To create linkages with various organisations for providing opportunities of employment for students.
- ❖ To set higher benchmarks in consonance with the changes taking place in higher education.

6.2 Does the Institution has a management Information System

No

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

6.3.1 Curriculum Development

1. Subject allocation according to the specialization of teachers
2. Teaching plan and academic calendar

6.3.2 Teaching and Learning

Tutorial Classes, Well stacked Library, Innovative practices in teaching.

6.3.3 Examination and Evaluation

All teachers are engaged in evaluation of answer scripts of B.A. and B. Com examinations of the university. Conduct Practical exams both as internal and external examiners.

6.3.4 Research and Development

8 teachers are pursuing their Ph.D. research work.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The college library is partly computerized.

6.3.6 Human Resource Management

Various Leaves to teaching and non-teaching staff

6.3.7 Faculty and Staff recruitment

Faculty are recruited as per recommendation of the West Bengal College Service Commission. Staffs are recruited through recommendation of selection committee constituted by the GB on the basis of the guidelines of department of higher education and University of Kalyani.

6.3.8 Industry Interaction / Collaboration

(1) WEBEL , (2) District Employment Exchange , (3) AXIS Bank
(4) Krishnanagar Municipality , and (5) HDFC Bank

6.3.9 Admission of Students

Students are admitted as per merit list prepared in accordance with the university guidelines.

6.4 Welfare schemes for

Teaching	Salary through BANK, PF Loan
Non teaching	Do
Students	Scholarship, Aid fund, Stipend, Students Health Home membership.

6.5 Total corpus fund generated

` 84,53,027

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	Yes	GB and HODs
Administrative	No	No	Yes	GB

6.8 Does the University/ Autonomous College declares results within 30 days? **N.A.**

For UG Programmes Yes No

For PG Programmes Yes No

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

N.A.

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

N.A.

6.11 Activities and support from the Alumni Association

Interaction with present students, sharing knowledge and experience, providing suggestions.

6.12 Activities and support from the Parent – Teacher Association

6.13 Parent-teacher meeting is held on a regular basis which leads to various improvements in teaching-learning.

NIL

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

Plantation within the campus is done.

Criterion – VII

7. Innovations and Best Practices

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

Installation of Green boards in the Classrooms.

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

1. Computerization of the College Library is done.
2. Construction of Water-Hut in collaboration with Krishnanagar Lions Club is done.
3. Construction of Cycle Stand for the students is done.
4. Construction of the ladies toilet on the 2nd and 3rd floor of the Ladies Hostel is completed during this year.
5. General in Physical Education is started from this year.
6. The NSS unit of the college has started its activities from this year.

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

1. Computerization of the College Library
2. Introduction of Physical Education Department

** Details provided in Annexure III*

7.4 Contribution to environmental awareness / protection

Plantation within the campus is done.

7.5 Whether environmental audit was conducted? Yes No

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

Our Strength:

1. Good and healthy teacher-student relation.
2. Sound and strong admission.
3. Overall co-operation from the staff members despite of their heavy workload.
4. Well-stocked and library.

▪ **Our weakness:**

- The English and Sanskrit department does not have any permanent teacher yet.
- Departments like Geography, History, and Political Science etc. are not having adequate number of full time teachers.
- Lack of full-time staff in the office.
- The Geography practical lab does not have any laboratory attendant.

▪ **Our opportunities:**

- The location of the college is a district town.
- The students of the college are well mannered and willing to study better.
- The faculty members, the staff members and the librarian are always to help the students in all respects.
- The college has a very experienced principle whose leadership is gradually advancing the college.

▪ **Our threats:**


- The scope of expansion is almost saturated within the college campus.
- The college lacks full time faculty members and staff members.
- The socio-economic background of the majority of the students is a major challenge before the institution. Many of them are first generation learners.

8. Plans of institution for next year

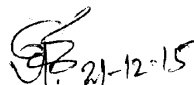
For the next year, our plan is to complete the computerized database maintenance of the college library, and to go for the online admission process.

Name : PRADIP KUMAR MUKHOPADHYAY

Name : SK. SAHAJAHAN ALI

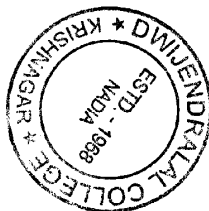

11.12.15

Signature of the Coordinator, IQAC


21-12-15

Signature of the Chairperson, IQAC

Principal
Dwijendralal College
Krishnagar, Nadia.



Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Annexure II

DWIJENDRALAL COLLEGE , KRISHNAGAR

ACADEMIC CALENDER FOR THE SESSION 2013-14


Class	Part – I	Part - II	Part - III
Probable Date of Commencement of Classes	18 th July , 2013	18 th July , 2013	18 th July , 2013
Holding of Classes & Tests for Honours/Major Subjects:			
1st Phase To be completed for Puja Vacation of 2013	40 % of syllabus	40 % of syllabus	40 % of syllabus
2nd Phase To be completed during 2 nd fortnight of December, 2013	25 % of syllabus	25 % of syllabus	25 % of syllabus
3rd Phase To be completed during 2 nd fortnight of March , 2014	35 % of syllabus	35 % of syllabus	35 % of syllabus
Holding of Classes & Test Examinations for General Subjects	To be completed during 1 st fortnight of April , 2014	To be completed during 1 st fortnight of April , 2014	To be completed during 2 nd fortnight of March , 2014

Calculation of Probable Net Teaching Days

Particulars	Days	Days
Gross Working Days [excluding Sundays (52 days) and other listed holidays* (39 days) but including summer recess (having 7 Sundays) : 365 – 52 – 39 + 7]		281
Less : University examinations days (approx.)	65	
Less : College examination days	24	
Less : Other working days on which classes cannot be held [1 day each for Freshers' Welcome , Annual Social Function , Sports , Students' Union Election & 2 days for Seminars / Conferences]	6	95
Probable Net Teaching Days		186

* Excluding holidays falling on Sundays and 5 holidays on Principal's discretion reserved for local and other unlisted holidays .

Revised Guidelines of IQAC and submission of AQR


Principal
Dwijendralal College
Krishnagar, Nadia

Page 23

Annexure III

Best Practice No. 1

1. Title of the Practice: Computerization of the College Library.

2. Goal: The goal of this practice is

- To start an integrated library system with all of its merits.
- To ensure a better cataloguing, classifying and indexing the library books.
- To provide a Public interface of the library for its users.
- To provide ease of access.

With a view to these missions, we have incorporated our own Library Management System, by installing SOUL 2.0 from <http://www.inflibnet.ac.in/soul/>.

3. The context: The College has a library that is well stocked, but there is a serious lack of library staff to serve all the students and faculties for helping in searching, obtaining and issuing books. The ILS can be the best solution of this adversity. At the same time, it cannot be denied that in the modern era when there is plenty availability of a nice technology like ILS, it will not be fair and wise to overlook this facility and to deprive our students, faculties and other stakeholders visiting the library from today's facilities. So keeping these things in mind, we opted for this project.

4. The Practice: The library is running the ILS software, Soul 2.0. There is a high-end desktop PC operating as the server, and two other client computers are also there for ensuring ease of access. The server is on the Librarian's desk and managed and operated by himself. One server is in the stack room and the other is in the teacher's reading lounge.

The implementation of the ILS has made it easy to search the stacks, easy to find the required book and easy control over book lending, which definitely enhances the quality of the teaching-learning process.

5. Evidence of success: We can say that the measure is a successful one. Some points may be placed as the evidence of success as:

- It has increased the daily number of walk-ins and lending-returning the books.
- Though it is difficult to enumerate the extent, but there is no doubt that the accuracy of cataloguing and indexing have dramatically increased after implementing SOUL 2.0.
- The extent of control over the lend-out books has been increased, which reflects in the book returning and token fine charging pattern.

6. Problems encountered and Resources Required: The great measure still have some problems, limitations and shortcomings. Here is a brief account:

- Due to some space constraints, we haven't yet been able to provide the SOUL OPAC for students' access. There is no computer in students reading lounge, unfortunately. The Library Advisory committee is thinking on how this issue could be resolved.
- There is a shortage in the number of library staff.

We positively hope that we will be able to overcome these limitations, and the library of this college will continue to be the proud of the institution, as it always was.

Best Practice No. 2

1. Title of the Practice: Introduction of Physical Education.

2. Goal: The goal of this practice is

- To promote extra-curricular activities in the field of Sports of Games,
- To ensure the physical and mental development of the students, and
- To open some more career opportunity in front of them.

A fit body is the right container of a sharp brain, and so Physical Education is the best complementary activity of general education.

3. The context: The College always encourages sports and games. We always have students excellent in various sports like Cricket, Football and Athletics. But due to the absence of a formal body, there was a lack of participant students in various meets of different levels over last few years. It was tough to form the sports team of the college team, too. Moreover, we did not have a permanent playground. The opening of this department is supposed to minimize those issues.

4. The Practice: We are grateful to the Krishnagar Municipality for letting us use the playground in front of the college “Mallick Math” as our own playground. As we have a playground now, the university has permitted us to introduce the aforesaid department. A teacher (guest) is employed for this purpose, and the department started its activities with a total of 38 students. A sizeable number of students have applied for that subject, but as the intake capacity is limited, we could not take all of them. Despite of that fact, all the willing students participate in football, cricket and athletics practice, take part in the parade, etc. The teacher of this department manages the different sports teams, trains them for various meets and tournaments over and above the regular activities of the curriculum.

5. Evidence of success: We can say that the course is a successful one. Some points may be placed as the evidence of success as:

- There is a rush of applicants. A sizable number of applications were received. But as we have a limited intake capacity of 38 students only, we had to refuse a lot of the applicants, with a great regret.
- The number of participants in various sports meets from our college has increased.
- The students of the department have own awards in sports like football, athletics and badminton.

6. Problems encountered and Resources Required: As a newly born facility, this course has some problems like:

- We don't have a playground that is completely owned by us.
- The department does not have any full time teacher. There is only one guest teacher conducting a lot of jobs associated with proper running and maintenance of the department.
- Equipment is still inadequate for the practice for all the students of the department itself, and for other willing participants in sports and games.

We positively hope that we will be able to overcome these issues in the near future and our Department of Physical Education will become a truly excellent unit very soon.