



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution		DWIJENDRALAL COLLEGE
Name of the head of the Institution		DR. BANIBRATA GOSWAMI
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03472252240
Mobile no.		9434245262
Registered Email		info@dwijendralalcollege.org
Alternate Email		bbratakrisnagar@gmail.com
Address		AH MITRA ROAD
City/Town		KRISHNAGAR
State/UT		West Bengal
Pincode		741101
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	DR. ARCHAN NANDI
Phone no/Alternate Phone no.	03335553209
Mobile no.	9614951713
Registered Email	archan6@gmail.com
Alternate Email	archannandi@hotmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://dlcollege.ac.in/images/aqar/AQAR_2016-2017.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://dlcollege.ac.in/document/ACADEMIC_CALENDER_2017-2018.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	C	59.00	2004	16-Sep-2004	15-Sep-2009
2	B+	2.54	2016	16-Dec-2016	15-Dec-2021

6. Date of Establishment of IQAC	11-May-2013
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Golden Jubilee Special Lecture Series	13-Dec-2018 4	345

Students Seminar	17-Apr-2018 3	50
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

4

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

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

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

No

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

No Data Entered/Not Applicable!!!

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

Plan of Action	Achievements/Outcomes
<ul style="list-style-type: none"> Prayer to Govt. (D.P.I. W.B.C.S.C.) for Assistant Professors against the vacant Posts 	<ul style="list-style-type: none"> Two UGC Scale full time Teachers (One Assistant Professor in English and Another in Political Science) joined this college on 17.04.2017 and 01.12.2016 respectively, , having been

	recommended by WBCSC.
<ul style="list-style-type: none"> • Proposal for intake of a number of Guest Teachers in subjects like Pol.Sc, Philosophy, Physical Education, English and History for better transaction of Teaching Learning process 	<ul style="list-style-type: none"> • A number of Guest Teachers, altogether 06, had been incorporated into the Teaching-Learning-Evaluation Process, having been appointed by the Governing Body (to be paid from College Fund).
<ul style="list-style-type: none"> • Upgradation of IGNOU Study Centre from a Special Centre to a Regular Centre for Under graduate and Post Graduate Studies. 	<ul style="list-style-type: none"> • The IGNOU study centre has been upgraded into a regular study centre for Undergraduate and Post graduate studies.
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	09-Mar-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The college website is dynamic and updated. Online registration through college portal. Online admission system. The college has SMS gateway to send notification to every stake holder. The college has implemented SOUL software to library management. Data management is done digitally done through software in Library.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Planning for curriculum delivery • An academic calendar is prepared at the beginning of the year with details of commencement of classes, examinations, students' seminar, excursion, etc. • The syllabus is distributed among the teachers in departmental meetings and classes allotted as per the routine. • The departmental routines are approved by the principal, who supervises the

regularity of classes. • Teachers of every department prepare a detailed month wise teaching plan. Planning for curriculum delivery • Teachers note down the topic taught in every class to keep track of the progress of the coverage of syllabus. • Regular departmental meetings are also held to discuss the extent to which the syllabus has been completed. • Apart from conventional chalk and talk method, ICT based teaching learning methods are extensively used. • Educational tours, group discussion etc. are conducted for hands-on learning and interactive learning. • Students are assigned with project works and term papers. • Special lectures by experts are arranged occasionally. • Class notes and e-resources are made available on the college library repository.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Physical Education Program Course	42
BCom	BCom Honours	73
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
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Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Feedback is taken every year the year from students, teachers, parents and alumni of our college. Students can give feedback on existing curriculum, introduction of new subjects, institutional facilities, library and teaching performance of individual teachers in respective departments. Their opinion regarding delivery of curriculum are taken into consideration while deciding on the curriculum distribution module to be framed. Teachers provide an online self-appraisal of themselves and also give feedback on the institution. The Principal personally discusses the students' evaluation of teachers and the latter's own appraisal with the respective faculty on a one to one basis so that the teachers can further improve their performance. Other stakeholders like Parents, alumni and other visitors can provide feedback on the institutional provisions. While planning the areas for infrastructural development, the IQAC takes into account the feedback from teachers, students and other stakeholders, plans a course of action and recommends the administration for developmental activities accordingly.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	BA Program	1568	2282	1879
BCom	BCom Program	131	65	54
BA	Bengali Honours	141	166	90
BA	English Honours	53	61	49
BA	Sanskrit Honours	53	72	53
BA	History Honours	105	123	73
BA	Geography Honours	53	47	41
BA	Philosophy Honours	46	38	34
BA	Political Science Honours	38	36	21
BCom	BCom Honours	262	116	99

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	5276	0	17	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
17	17	20	3	1	5
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Mentoring system in Dwijendralal College is a valuable tool for fostering academic and personal development among students. It typically involves pairing Faculty members (mentors) with students (mentees) to provide guidance, support, and mentorship. Here are some key elements and components of a student mentoring system in Dwijendralal College: **CLEAR OBJECTIVES:** First of all, the Mentor-Mentee Program in Dwijendralal College define the goals and objectives of the it. It determines what outcomes the groups aim to achieve, such as improved academic performance, career guidance, personal development, or a sense of belonging. **MENTOR SELECTION:** Mentors are selected from among the faculty members. They should have a good academic record, strong communication skills, and a willingness to help others. **MENTEE SELECTION:** Match mentees with mentors based on their needs, interests, and goals. Consider factors like academic performance, major, or career aspirations. **ORIENTATION AND TRAINING:** Provide training to mentors on effective mentoring techniques, communication skills, and how to support their mentees. Mentees may also benefit from an orientation to understand their role and expectations. **REGULAR MEETINGS:** Encourage mentors and mentees to meet regularly, whether in person or virtually. These meetings can be one-on-one or in small groups, depending on the programs design. **GOAL SETTING:** Help mentees set specific goals, both short-term and longterm. Mentors can assist in creating action plans to achieve these goals. **ACADEMIC SUPPORT:** Mentors can assist with academic challenges, such as study strategies, time management, and exam preparation. **CAREER GUIDANCE:** Provide information and resources for mentees regarding career exploration, job searching, and community building with the alumni. **PERSONAL DEVELOPMENT:** Support mentees in developing personal skills, such as leadership, communication, and problem-solving. **MONITORING AND EVALUATION:** Continuously assess the effectiveness of the mentoring program. Gather feedback from both mentors and mentees to make improvements. **RESOURCES AND SUPPORT:** Ensure mentors and mentees have access to resources, workshops, and support services within the institution. **PEER SUPPORT GROUPS:** Consider creating peer support groups or mentorship circles where several mentors work with a group of mentees to encourage collaboration and diversity of perspectives. **RECOGNITION AND REWARDS:** Recognize and reward mentors for their contributions to the program, which can motivate them to stay engaged.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
5297	17	1 : 312

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
20	17	3	2	3

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	All BA Courses	3rd Year	26/02/2018	29/05/2018
BCom	All BCom Courses	3rd Year	26/02/2018	29/05/2018
No file uploaded.				

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

The college arranges for mid-term test and class tests for students studying under the Annual system. Parent-teacher meetings are held whereby they are apprised of their wards performance and marksheets are handed over. However, mid-term test is not possible to be conducted under the CBCS examination schedule due to extremely tight stipulated class schedule. But the IQAC has recommended and introduced online MCQ type class test that can evaluate the academic progress of the students and help the mentor to provide guidance accordingly. The students are also assigned project works, term papers, and are encouraged for group discussions and presentations as a method of evaluation for their tutorial examinations.

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

Dwijendralal College has been distributing academic calendar among students since 2011. It is a systematic tabulation of activities done in the college for the whole year, to allow the students and the teachers for making plan in advance. The calendar is reinforced through the manner in which academic policies are enacted. It is solely based on session structure. It contains schedule for the commencement of classes, examination schedule, result declaration dates, important dates to be observed and more. The academic calendar is available in the college prospectus and website.

2.6 – Student Performance and Learning Outcomes

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

https://dlcollege.ac.in/document/Outcome_2016-17.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students	Number of students passed	Pass Percentage
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			appeared in the final year examination	in final year examination	
GEOH	BA	Geography Honours	41	38	92.68
SANH	BA	Sanskrit Honours	28	25	89.29
BCMh	BCom	BCom Honours	78	71	91.03
HISH	BA	History Honours	53	52	99.11
PHIH	BA	Philosophy Honours	24	19	79.17
BAG	BA	BA General Course	798	631	79.07
BENH	BA	Bengali Honours	77	72	93.51
ENGH	BA	English Honours	38	29	76.32
PLSH	BA	Political Science Honours	13	12	92.31
BCMG	BCom	BCom General	28	22	78.57
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2.7 – Student Satisfaction Survey

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

https://dlcollege.ac.in/document/DLC_SSS_ANALYSIS_2017-18.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	1	1

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Bengali	1	Null
International	Commerce	1	Null
No file uploaded.			

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

Department	Number of Publication
BENGALI	5
HISTORY	1
POLITICAL SCIENCE	1
ENGLISH	1
GEOGRAPHY	1
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						

No file uploaded.

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	1	1	1
Presented papers	9	7	0	0

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Health Awareness	NSS with Students Health Home, Krishnagar322	2	36

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			

No file uploaded.

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Health Awareness	NSS Dwijendralal College Unit	AIDS Awareness	2	31

No file uploaded.

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			

No file uploaded.

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab	Duration From	Duration To	Participant
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		with contact details			
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1	1.1

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Nil
Seminar Halls	Nil
Seminar halls with ICT facilities	Nil
Classrooms with Wi-Fi OR LAN	Nil
Seminar Halls	Nil
No file uploaded.	

4.2 – Library as a Learning Resource

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

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

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	16148	1944212	980	300002	17128	2244214
Reference Books	7780	823687	452	99435	8232	923122
Library Automation	1	33708	0	0	1	33708
Journals	13	8010	0	80	13	8090

e- Journals	1	5000	0	0	1	5000
No file uploaded.						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	25	0	0	3	0	0	0	340	0
Added	3	1	4	1	0	0	0	20	0
Total	28	1	4	4	0	0	0	360	0

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

360 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0.3	0.3	0.7	0.71

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

<ul style="list-style-type: none"> • The college ensures regular maintenance of the existing infrastructure as well as equipment of the college. It also continuously tries to avail the latest equipment and infrastructural facilities. For this purpose, there is a provision in the budget and various committees in this respect dedicate for the up keep of various facilities. • A portion of budget is allocated for Physical Education Department for purchasing the sports equipment etc. • For the latest edition, books etc. to be inducted in the library, a huge amount of budget is approved. • A major portion of the budget is also provided for purchasing various furniture required in different classrooms and office rooms. • Adequate numbers of computer with internet connection and utility software are also
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provided and maintained with AMC system.

https://dlcollege.ac.in/document/Campus_Infra_2017-18.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Swami Vivekananda and Kanyashree	590	12431000
Financial Support from Other Sources			
a) National	SC/ST/OBC-B	1172	4410236
b) International	Nil	Nil	Nil
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Language Training	16/08/2018	54	Internal Resources
Soft Skill Enhancement	29/11/2018	39	Internal Resources
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	3	12

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					

No file uploaded.

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	10	BCom Honours	COMMERCE	University of Kalyani	MCom
2017	8	Bengali Honours	BENGALI	DODL University of Kalyani	MA in Bengali
2017	5	Political Science Honours	political science	University of Kalyani	MA
2017	8	History Honours	HISTORY	University of Kalyani	MA
2017	4	Geography Honours	GEOGRAPHY	University of Kalyani	MA
2017	4	Philosophy Honours	PHILOSOPHY	University of Kalyani	MA
2017	5	English Honours	ENGLISH	University of Kalyani	MA
2017	3	Physical Education General	PGYSICAL EDUCATION	University of Kalyani	MPED

No file uploaded.

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

Items	Number of students selected/ qualifying
Any Other	Nil

No file uploaded.

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

Activity	Level	Number of Participants
Mahishasuramardini Geeti Alekhya in College Foundation Day	COLLEGE	15
Anuranan Kabita Alekhya in College Foundation Day	COLLEGE	17
Tagore's Dance Drama Chitrangada in Golden Jubilee Celebration	COLLEGE	12
A Selected Portion of Julius Ceaser, the Shakespearean Drama	COLLEGE	18
FOOTBALL	DISTRICT	12
KHO-KHO	DISTRICT	18

ATHLETICS	DISTRICT	16
No file uploaded.		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Student Union Council of Dwijendralal College is formed after the election process. General Secretary of Students' Union is a member of Governing Body of this college. Various academic and administrative committees of Students' Union are formed with the chairmanship of the Principal. "Shatanika", the college magazine is published with the help of the students of cultural committee of Students' Union. Students actively participate in Annual Sports Competition wholeheartedly. The programme is organized properly with the help of teachers and students of Cultural Subcommittee. Student represents in any general meeting of any subcommittee.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

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CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

1. The Institute practices decentralization and participation management in consultation with several Committees of the College. The Institute has constituted different committees such as Admission Committee, Examination Committee, Building Development Committee, Finance Committee, Sports Committee, NSS Committee, Routine Committee, Grievance Redressal Committee etc., which in discussion with the Principal looks after matters as and when referred by Principal. For the smooth functioning of academic of administrative work, the Higher Education Department co-ordinates all the policies and implements them smoothly. All decision related to College development, infrastructure, introduction of new courses, is taken by the IQAC, College Development

Committee and Academic Committee. 2. Our Institute follows the standard operating procedure not only in the financial but in academic administrative activities. To purchase any stationary, benches, equipment, dealers /distribution are finalized and the copy of the rate contract is circulated to all the heads. Biplab Saha, Chartered Accountant is appointed for the audit Work.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The strategic policies of the institution with regard to the enhancement of infrastructure for facilitating effective teaching learning process have been formulated for the long term basis. : We follow the curriculum of University of Kalyani.
Examination and Evaluation	Departmental Class Tests, Internal Assessments, Tutorial/Project Evaluations, Laboratory exams, and Annual Exams are Conducted under 111 mode of studies.
Library, ICT and Physical Infrastructure / Instrumentation	Well-equipped Library provided with ample on-line resources • Conversion of bibliographic data from SOUL 2.0 Software • The Library is the member of UGCN-List Consortium.

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

E-governance area	Details
Student Admission and Support	Online admission is provided from the first semester, online supports are provided on various issues of students. Students need not to come college physically before admission. They apply online, merit lists are published in college website. In addition to that empanelled students ate informed through sms and web link are provided to them which remains active for next 24 hours for admission. Subsequent merit panel are published till seats remains vacant or declaration of closer of admission process by Government of West Bengal, which is earlier. In subsequent semesters all admissions are conducted on line. Students can download university admit-card of examinations online. Almost all the process book searching, book landing and return are computerized. . Students

	are provided study materials through Whatsap group. Students have access to online books and journals through INFLIBNET.
Administration	Tally System for maintaining the accounts in accounts department. All payments, especially more than Rs. 5000 are paid through bank account transfer. All kinds fees (admission, examination, library) are collected online.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	MD DILWAR HOSSAIN	ICBS CONFERENCE BANGLADESH	IQAC	3000
2018	ARIJIT GUPTA	ICBS CONFERNECE BANGLADESH	IQAC	3000
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Programme	1	03/01/2018	25/01/2018	21
AICTE-QIP Short Term Course	1	23/10/2017	30/10/2017	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching	Non-teaching
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Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
No Data Entered/Not Applicable !!!		

6.4 – Financial Management and Resource Mobilization

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

The college has a Finance Sub-Committee headed by Principal. Various expenditure on day to day activities and of capital nature expenditure are first allocated and approved by the Finance Sub-Committee, then spent after the final approval of the Governing Body of the college. The Bursar is here to look into the various bills therefor. Yearly accounts are prepared in consultation with external accounting personnel. Finally Income amp Expenditure a/c, Receipts amp Payments a/c and Balance Sheet are prepared and audited by the external audit firm appointed by the government time to time.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
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6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Null	No	Null
Administrative	No	Null	No	Null

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

Suggestions for improvement in academic affairs and development of the college

- Co-operation from parents regarding implementation of strict discipline in the college
- Direct communication of problems faced by the students, if any, regarding particular issue to the teachers that can be addressed by the college and the department. In fact, many parents have appreciated the facility of free psychological counselling provided by the college and extended every help if the mentor deemed it necessary for their ward.

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

- Training provided to support staff of Accounts department for proficiency in HRMS systems of West Bengal and PFMS of the Government of India.
- Training provided to library support staff regarding usage of SOUL 2.0 software.
- Training provided to support staff for online admission process

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

Initiatives for NAAC Recommendation. Online Admission System. Students Seminar.

Golden Jubilee Special Lecture Series.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Golden Jubilee Special Lecture Series	12/12/2017	12/12/2017	30/03/2018	305
2018	Students Seminar	17/04/2018	17/04/2018	23/05/2018	105
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	4
Physical facilities	Yes	3
Rest Rooms	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Mahishashurmardini (Defeat of Evil)	04/08/2017	04/08/2017	160
Chitrangada (Women Empowerment)	04/08/2017	04/08/2017	185
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Waste Disposal Place. Plantation. Gardening. Conscious of environmental sustainability. Awareness of Green energy.
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7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Title of the Practice: GOLDEN JUBILEE SPECIAL LECTURE SERIES 2. Goal: The goal of this practice is ? To encourage the students to study subject matters in depth. ? To provide the students a platform to learn from experts of other institutions of repute. ? To celebrate the Golden Jubilee of the college with not only cultural but also academic events. ? To build up a sound academic atmosphere in the college where the students will be eager to learn cross-cutting issues and nobility of knowledge. With a view to these aims, almost all the Departments of the college came up, and with the collaboration of IQAC of this college, they have performed a series of special lectures for the students of the college. 3. The context: The present-day education is worldwide experiencing a paradigm shift from the input-output based education to the outcome-based education. The student -centric teaching learning process is essentially required in the present scenario. Special lectures with any topic related to modern innovative way of study, help to ensure enough high quality to present new information orally to include differences in learners. Thus, reflective responses to Learners through this kind of lectures are intended from this practice. This will also help to train the students to understand with experimental learning and practical approach. 4. The Practice: the lectures organized was i) Department of Political Science a. Speaker: Prof. Prabir Kumar De, Department of Political of Science, University of Kalyani b. Topic: Panchayet: A New Dimension of Development and Empowerment c. Date - 22/12/2017 ii) Department of Commerce a. Speakers: Prof. Sunil Kr. Gandhi, Department of Commerce, University of Kalyani and Sri. Souvik Cowdhury, Sr. Jt. Commissioner GST, Berhampore b. Topic: New Syllebus under CBCS and GST c. Date - 15/03/2018 iii) Department of English History a. Speaker: Dr. Partha Gangopadhyay, Head, Institute of English b. Topic: History and Narrative c. Date - 19/1/2018 5. Evidence of success: We can site these scenarios as the evidence of success of the project: ? Almost all of the students of the organizing departments have participated in the lecture sessions. ? Not only the students of the organizing department but also the students of other departments willingly attended those lectures. They participated in the interactive sessions, too. 6. Problems encountered and Resources Required: It was kind of tough to select the topics of the lectures and get an external resource person having command on that field. But proper planning and communication made it possible to overcome that problem. All the resources

required (such as honorarium/gift to the speaker, tiffin for the students, etc.) was provided by the college. 2017-18 - BEST PRACTICE No. 2

1. Title of the Practice: INCEPTION OF STUDENTS SEMINAR

2. Goal: The goal of this practice is ? To encourage the students to study subject matters in depth. ? To provide the students a platform to share their knowledge with others. ? To make the students habituated with the process of research and presentation. ? To assist them to build up and enhance their abilities to express themselves. With a view to these aims, the Department of English took the role of the pioneer, and with the collaboration of IQAC of this college, they have performed a seminar for the students of the department, where the students will present the papers prepared by them, in front of their peers, and the teachers will also be there to guide them in the entire process.

3. The context: It has been observed over a long time that though the students are scoring well in the examinations, they are somehow lacking the ability to express their thoughts. Moreover, some of the students are not studying beyond the syllabus. With a view to this, the thinktank of the college had performed a brainstorming in search for a way so that the students are not only encouraged to study a topic in much depth beyond the syllabus but also they are encouraged to express their gathered knowledge in their own words flawlessly. The idea of Students Seminar emerged from that brainstorming process and the Department of English came forward in order to initiate the noble idea.

4. The Practice: The teachers of the Department of English mentored a group of students about how to study a particular area of the syllabus in depth, how to perform a personal research work on that very topic, how to prepare a research paper on that personal research, and how to present that paper in front of an audience. A reasonable number of the best students in this process had been selected for the final presentation. They presented their papers in front of their fellow students and answered their queries in the interactive sessions. The teachers from the other departments of the college judged their performance.

5. Evidence of success: We can cite these scenarios as the evidence of success of the project: ? Almost all of the students participated in the interactive sessions. ? The students of the Department of English who have not been selected for the final presentation have decided that they will make it in the next time. ? The students of the other departments have demanded for the same thing in their departments, too.

6. Problems encountered and Resources Required: As it was the first time, students were sort of nervous. Some of them did not have a good command in using the ICT equipment, too. But it is very obvious that with the passage of time all those problems will be properly sorted out. Some funds were required to prize the students, which was done by the College authority very willingly.

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

https://dlcollege.ac.in/document/Best_Practice_2017-18.pdf

7.3 – Institutional Distinctiveness

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

Seminar and workshop offer a golden gateway for extension of knowledge. The teachers deliver lectures in classrooms, assist students to overcome specific problems in day to day transaction and examination preparation. But a seminar and workshop as well provide further scope of deeper studies. The Resource persons, well qualified and experienced in that specific field (of seminar and Workshop) by their art of oration and dissemination of knowledge or practical/ field work and hands on training, inspire the participants by enkindling their primary interest in the thematic area of the seminar/workshop. Then, the inspiration itself, with coloured motivation, goads the learners to further study and empowerment. The college tried to follow this line of action in

2017-18 session. As a part of Golden Jubilee programme, at first the college arranged a special lecture series where invited Resource persons of distinction and repute delivered special lectures. This prepared the soil for further cultivation and in consequence under the leadership of IQAC, various departments started to arrange Students Seminar, which often attracted interdisciplinary discussion. At first, the students were afraid, they jostled and faltered but did not give up. The Teachers of the Departments tutored them, taught them how to prepare power point presentation and to deliver the 'say'. The initial hesitation was soon overcome by the spirit of taking the challenge and finally the students, mastered the art. The Students' seminar became a grand event and the 'hotshot' of the campus.

Provide the weblink of the institution

https://dlcollege.ac.in/document/Distinctiveness_2017-18.pdf

8.Future Plans of Actions for Next Academic Year

- Introduction of Honours course in Education.
- Installation of CCTV to ensure complete campus coverage
- Commencement of Construction work and infrastructure development in 2nd Campus.
- Introduction of LLB course in 2nd campus
- Implementation of CBCS course in college and necessary induction programme in relation to that.
- Purchase of new Books and journals in college Library.
- Making of well equipped computer Lab in the Departments of Geography and Commerce.
- Making of a Museum on Dwijendralal Roy in College campus.