



Yearly Status Report - 2019-2020

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.		8637863226
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 NANADI
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/document/AOAR_2018-19.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_2019-20.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
Internal Faculty Development Program on	19-Dec-2019 5	17

Enhancement of ICT Skills		
Android Application for students for the examinations conducted in blended mode during COVID- Crisis	17-Jun-2020 47	3547

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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
DWIJENDRALAL COLLEGE	RUSA 2.0	RUSA	2020 0	5000000

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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 :

3

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)

Faculty Development Program on Enhancement of ICT Skills. Introduction of Android Application to Conduct Examination and Share information during Pandemic. Development of Econtent for students during pandemic. Online learning facilities for the students.

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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	Achivements/Outcomes
<ul style="list-style-type: none"> • Introduction of PG course in Bengali 	<ul style="list-style-type: none"> • PG course in Bengali was introduced from 201920 academic session with huge enthusiastic response from Learners
<ul style="list-style-type: none"> • Engagement of some new Guest faculties in the Departments of Education, Philosophy, Sanskrit and Commerce 	<ul style="list-style-type: none"> • Air conditioning Machines were installed in Commerce lab.
<ul style="list-style-type: none"> • Installation of A.C. Machines in Commerce Lab. 	<ul style="list-style-type: none"> • Honours in Education subject was introduced in this year.
<ul style="list-style-type: none"> • Construction of a few more classrooms over the cycle garage Building 	<ul style="list-style-type: none"> • A number of Class rooms (altogether 06) and a big seminar hall/lecture room had been constructed over cycle garage.
<ul style="list-style-type: none"> • Proposal for introduction of B.A. Hons and General courses in Sociology and Psychology 	<ul style="list-style-type: none"> • Electrification activity for the newly constructed classrooms was completed.
<ul style="list-style-type: none"> • Proposal for the introduction of B.A. General course in Journalism & Mass Communication 	<ul style="list-style-type: none"> • 100 pair new benches for classrooms were purchased.
<ul style="list-style-type: none"> • Proposal for Electrification activity in newly constructed rooms. 	<ul style="list-style-type: none"> • Furniture for New Smart Classroom were duly purchased for use.
<ul style="list-style-type: none"> • Proposal for Infrastructure development (Benches in new classrooms & furniture in Smart Class room) 	<ul style="list-style-type: none"> • New Steel windows were installed in the newly constructed class rooms.
<ul style="list-style-type: none"> • Installation of new Steel windows in the newly constructed class rooms. 	<ul style="list-style-type: none"> • The infrastructure development was completed from the College fund.
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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	2020
Date of Submission	20-Feb-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripton 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

Even during the Pandemic situation an academic calendar is prepared 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 noted 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. Students were encouraged to use more e-resources from INFLIBNET and NLIST.

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
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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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
Nil	NIL	Nil

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

	Certificate	Diploma Course
Number of Students	0	0

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
NIL	Nil	0
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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
BCom	BCom Honours Course	89
BA	Environmental Studies	2170
BA	Geography Honours	40
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
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
<p>During the Pandemic Feedback has been taken Online. 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.</p>

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 Prgram	1568	1851	1682
BCom	Bcom Program	131	43	37
BA	Bengali	141	117	91

	Honours			
BA	English Honours	53	52	38
BA	Sanskrit Honours	53	42	35
BA	History Honours	105	135	99
BA	Geography Honours	53	49	42
BA	Philosophy Honours	46	31	24
BA	Political Science Honours	38	29	23
BCom	BCom Honours	262	102	97
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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
2019	3547	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	21	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)

During Pandemic mentoring system in Dwijendralal College has been 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
3547	17	1:209

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	0	7

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
2019	NIL	Nil	NIL
2020	NIL	Nil	NIL
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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	14/07/2020	20/10/2020
BCom	All BCom Courses	3rd Year	14/07/2020	20/10/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

For the CBCS Mode the Departments arrange multi-methods Internal Evaluation Process. 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. Tentative dates for Internal Examination and University exams are also mentioned in the Academic Calendar.

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/Program_Outcome_2019-20.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
GEOH	BA	GEOGRAPHY HONOURS	33	31	93.94
SANH	BA	Sanskrit Honours	31	27	87.10
BCMh	BCom	BCom Honours	53	47	88.68
HISTH	BA	History Honours	53	49	92.45
PHILH	BA	Philosophy Honours	12	8	66.67
BAG	BA	BA Program	609	319	52.38
BENH	BA	Bengali Honours	70	59	84.29
ENGH	BA	English Honours	28	18	64.29
POLSH	BA	Political Science Honours	8	7	87.50
BECOMG	BCom	Becom Program	3	3	100

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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_2019-20.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
Total	0	NIL	0	0
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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
NIL	NIL	

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
NIL	NIL	NIL	Nil	NIL
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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
NIL	NIL	NIL	NIL	NIL	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
NIL	0	0

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

Name of the Department	Number of PhD's Awarded
NIL	0

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)
International	English	2	Nil
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	2

POLITICAL SCIENCE	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
NIL	NIL	NIL	Nil	0	NIL	0
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
NIL	NIL	NIL	Nil	0	0	NIL
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Presented papers	6	2	0	0
Attended/Seminars/Workshops	3	6	5	0
Resource persons	0	0	0	1
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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
SAVE GREEN	NSS, Dwijendralal College Unit	2	18
Domestic Violence on Women and its Remedy	West Bengal Women's Commission	1	5
No file uploaded.			

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
0	0	0	0
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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
and its Remedy	West Bengal Women Commission	and its Remedy	1	5

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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
0	0	0	0

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 with contact details	Duration From	Duration To	Participant
0	0	0	Null	Null	0

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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
0	Null	0	0

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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
3	2.84

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing

Value of the equipment purchased during the year (rs. in lakhs)	Existing
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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	17695	2345026	2705	1003627	20400	3348653
Reference Books	8496	982227	740	448269	9236	1430496
Journals	13	8430	0	980	13	9410
e-Journals	1	5000	0	900	1	5900
Library Automation	1	33708	0	0	1	33708
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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
0	0	0	Nil
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	32	0	5	5	0	0	0	360	0
Added	40	0	0	1	0	0	0	0	0
Total	72	0	5	6	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
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NIL

Nil

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
1	1.25	29	28.83

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)

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. ? Day to day maintenance of classrooms and laboratories ensured by the support staff, is a key factor. In major cases it is done by some external agencies. ? Adequate amount of budget is allocated to provide sufficient classrooms and other academic amp physical facilities with a view to facilitate smooth running of classes. ? A portion of budget is allocated for Physical Education Department for purchasing the sports equipment etc. ? The Librarian regularly issues books to the students, maintains library stocks and rare books with the help of 2 support staff. The activities like fumigation and paste control are done by external agencies. ? Equipments like generators, water purifiers, ACs, water pumps are also taken care of either by AMC system or other service providers as and when required. ? There is a Lady Attendant to assist the girl students in their common room as and when they require.

https://dlcollege.ac.in/document/Campus_Infra_2019-20.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	Kanyashree, Aykyashree, Swami Vivekananda Scholarship	488	167
Financial Support from Other Sources			
a) National	SC, ST, OBC-B	1576	6061296
b) International	0	0	0
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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 implemetation	Number of students enrolled	Agencies involved
Remedial Coaching	26/11/2020	30	Internal Resources

Language Lab	29/12/2021	35	Internal Resource
Yoga Practice	28/01/2021	65	Internal Resource
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
Nil	0	0	0	0	0
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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	10

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
NIL	0	0	NIL	0	0
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	Department graduated from	Name of institution joined	Name of programme admitted to
2019	10	BCom	Commerce	UNIVERSITY OF KALYANI	MCom
2019	8	BA	English	UNIVERSITY OF KALYANI	MA
2019	15	BA	Bengali	Kalyani University	MA
2019	12	BA	History	Kalyani University	MA
2019	8	BA	Political Science	Kalyani University	MA
2019	9	BA	Philosophy	Kalyani University	MA
2019	6	BA	Sanskrit	Kalyani University	MA
2019	10	BA	Geography	Kalyani	MA

				University	
2019	3	BA	Physical Education	Kalyani University	MA
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
SET	2
No file uploaded.	

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

Activity	Level	Number of Participants
Athletics	COLLEGE	1
Athletics	District (DPI)	12
Athletics	District (DPI)	18
FootBall	Inter-College (DPI)	12
kHO-kHO	District (DPI)	2
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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
2020	Gold Medal	National	1	Nil	Nil	DIP SARKAR
2019	Gold Medal	National	1	Nil	Nil	RAJ SARKAR
2020	Gold Medal	National	1	Nil	Nil	DIP SARKAR
2020	Gold Medal	National	1	Nil	Nil	RAJ SARKAR
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

<p>Students Union of the College works for the benefit of the students throughout the year. It has representation in important committees like Sports Committee, Cultural Committee, Magazine Committee, etc. The major activities pursued are:</p> <p>1. Organising Nabin Baran Utsav (Freshers' Welcome) 2. Rabindra Jayanti 3. Teachers' Day 4. Different Programmes - like Briksha Ropan, Quiz, Debates, Bhasa Diwas 5. Observance of International Language Day 6. Saraswati Puja celebration</p> <p>Sports:- 1. Organization of inter-college Football Tournament 2. Organization of college Cricket Tournament 3. Annual Sports</p> <p>Other Activities: - 1. Blood Donation Camp and Health check-up 2. Supp</p>
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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 :

0

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)

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. Also, various Departmental Funds are allocated for the academic activities of the departments.

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. With the Inception of the CBCS curriculum the involvement of the teachers of the college becomes important. They have participated in various workshop for curriculum planning in University and respective BoS.

Teaching and Learning	<p>With the advent of COVID-19 Pandemic online teaching-learning was readily introduced. With the introduction of CBCS mode new methods and modes of teaching learning becomes important and the teachers have made innovation in their T-L methods, Class planning etc. In addition to traditional mode of teaching, the college uses multimedia applications, fieldworks, seminars, projects, etc. as teaching aids.</p>
Examination and Evaluation	<p>As the CBCS methods is introduced both the internal and University examination mode/methods drastically change. Semester wise evaluation process is introduced and therefore new techniques of continuous internal evaluation is also introduced. Departmental Class Tests, Internal Assessments, Tutorial/Project Evaluations, Laboratory exams, and Annual Exams are Conducted under CBCS mode of studies. Also, the Online/Banded mode examination was introduced.</p>

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

E-governance area	Details
Planning and Development	<p>New planning was chalked out with the break out of COVID-19 Pandemic- it was for online teaching and learning. Also, the new planning for the implementation for the CBCS methods are chalked out immediately. Any construction work , development work, procurement containing more than Rs. One lakh are done through e tender. Teachers including the principal, librarian and non-teaching attend training programmes and workshops for skill up gradations of information and Technologies.</p>
Administration	<p>Departmental Academic Fund is introduced for the overall academic enrichment for all the Departments of the college. All payments, especially more than Rs. 5000 are paid through bank account transfer. All kinds fees (admission, examination, library) are collected online.</p>

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	Name of the professional body for which membership	Amount of support
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		support provided	fee is provided	
2020	DR. SANDIP SINHA	ICT TRAINING FOR BETTER ACADEMICS	DWIJENDRALAL COLLEGE	2000
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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)
2020	Online Teaching Methods	Online Teaching Methods	10/06/2020	11/06/2020	17	Nil
2020	Training on Methods of Online Evaluation	Methods for Evaluation of Online/ Bended mode exams	27/07/2020	27/07/2020	17	5
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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
Training for MOOCs	1	19/07/2019	25/07/2019	7
GIAN Course on Photography	1	28/10/2019	08/11/2019	14
RC Course	1	05/11/2019	19/11/2019	14
SPSS Software Short Term Course	1	26/02/2020	01/03/2020	7
FIP	1	08/02/2020	08/02/2020	1
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	21	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GSLI	GSLI	Fees waiver Program

6.4 – Financial Management and Resource Mobilization

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

6.4.1 Institution conducts internal and external financial audits regularly (Within 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
NIL	0	NIL
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6.4.3 – Total corpus fund generated

313206.28

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	Nil	No	Nil
Administrative	No	Nil	No	Nil

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

Online mode was used to conduct meeting with the parent during the COVID-19 Pandemic. Knowledge sharing regarding the CBCS Mode of learning with the Parents. Awareness regarding the Semester based examination system. 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)

As the evaluation process was drastically changed with breakout of the COVID-19 Pandemic new development policies were taken immediately. Training regarding Semester based examination system. 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)

Innovation for Virtual Teaching Learning methods during COVID-19 pandemic.

Implementation of CBCS system mapped with the UGC guidelines. Initiatives for NAAC Recommendation. Online Admission System. Students Seminar. Interdepartmental faculty exchange program.

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
2020	How to keep away from COVID-19 contamination	12/05/2020	11/05/2020	11/05/2020	252
2020	Workshop entitled How to use e-resources during COVID-19 Pandemic	21/05/2020	21/05/2020	22/05/2020	271
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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
NIL	Nil	Nil	0	0

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
NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Ramp/Rails	Yes	2
Rest Rooms	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address	Number of initiatives taken to	Date	Duration	Name of initiative	Issues addressed	Number of participating students
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	locational advantages and disadvantages	engage with and contribute to local community					and staff
Nil	Nil	Nil	Nil	Nil	NIL	NIL	Nil
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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)
NIL	Nil	NIL

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	Nil	Nil	Nil
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

NIL

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

2019-20 - BEST PRACTICE No. 1 1. Title of the Practice: FACULTY DEVELOPMENT PROGRAMME ON ENHANCEMENT OF ICT SKILLS 2. Goal: The goals of this practice are: ? To enhance the ICT Skills of the teaching faculties to cope up with the demand of the changed situation. ? To provide a platform for the teaching faculties to share their ICT skills with their peers. ? To enhance the bondage among the members of the teaching faculty. With a view to these aims, the IQAC of the college introduced the Faculty Development Programme, where the instructor will be one of the members of the teaching faculty and he will share his own knowledge and expertise on computer and other ICT equipment with his peers. 3. The context: The need of the use of ICT is gradually increasing in the field of higher education, and it became a must with the inception of the CBCS. But it has been found that all the members of the teaching faculties are not equally efficient in using ICT. Some of them have an expertise in a particular area, and some of the them have an expertise in another area. So, the basic thought behind this practice was to conglomerate their entire efficiencies by sharing it within themselves. 4. The Practice: Despite of the busy schedule of classes, a particular hour of the week had been fixed for this this practice. One of the faculty members will provide hands-on training to the other members on a particular area of ICT on which he has a commanding knowledge. For the next day, the instructor will be replaced by another of the faculty members and it will go on in this way. 5. Evidence of success: We can site these scenarios as the evidence of success of the project: ? The number of class lectures using ICT had been increased dramatically. ? All the members of the teaching faculty were very eager to attend the programme. ? Personal bondage among the members of the teaching faculty had also increased. 6. Problems encountered and Resources Required: It was very difficult to obtain a time slot for this programme within the tight schedule of daily class routine. It was also difficult to get all the members of the faculty at a particular point of time. Initially the number of computers was also inadequate. But despite of all those, this project became a grand success. 2019-20 - BEST PRACTICE No. 2 1. Title of the Practice: INTRODUCTION OF ANDROID APP FOR STUDENTS FOR INFORMATION, UPDATES AND FEES PAYMENT 2. Goal: The goal of this practice is ? To deliver college related information and notices to the

students easily and effectively. ? To provide an easy mechanism for the students to pay college fees and examination fees. ? To ensure that the information broadcasting and fees payment system is within the grip of all the students. With a view to these aims, the college has introduced an Android based application which is available in the Google Play Store. The students can download the app easily to their phone and can get connected with the college wherever they are and whenever they want to. 3. The context: The students of the college are scattered over a very large geographical area. If they fail to attend the college for a day for some unavoidable reason, they might miss the important notices, information and updates provided in that very day which is not desirable. Moreover, it has also been felt that it is not very easy to all the students to pay the college fees by reaching the banks. So, the necessity for an easy mechanism to perform those tasks has been felt. So, the college authority has contracted with the app developers, has got an android app developed, placed the app in Google Play Store, and informed the students about it. 4. The Practice: The students need to download the "Dwijendralal College" app from Google Play Store, and they have to log in to it using their unique student ID. After doing that, they will be able to browse all the notices, information and updates provided by the college at a glance. They can avail the older notices, too, if necessary. In the very similar way, they can pay the college fees via that app, too. 5. Evidence of success: We can cite these scenarios as the evidence of success of the project: ? The number of fees defaulter students had been decreased dramatically. ? Complaints from the students for non-receiving the important notices has also been reduced. ? A great number of downloads of the app signifies that the app is popular among the students, and they follow it regularly. 6. Problems encountered and Resources Required: Though most of the students have, but all of them don't have android-based smartphones. Understanding this problem, a web version of the app has also been placed in the college website so that the students can use it from home or cybercafé. The development of the app needed a good amount of cash outlay, but the college authority was kind enough to spent it for a greater goal.

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_Practices_2019-20.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

INSTITUTIONAL DISTINCTIVENESS 2019-20 Modern Education system throughout the world discards the traditional approach of concentrating on a singular subject dissociated from its clan and group. The present demand is to go for multidisciplinary and inter-disciplinary approach. A learner is advised to focus not on one specific subject but also on the related subjects belonging to the same group or clan. This multidisciplinary/interdisciplinary study enables the learner to internalize the surrounding atmosphere of his/her area of research/study and offers a comprehensive idea, explaining the intricate network of relation among the fellow subjects which 'make' the target knowledge. To achieve this in teaching level, Dwijendralal College took initiative to introduce Faculty exchange programme within a number of departments belonging to the same stream. Thus, interdisciplinary teaching was started among the three subjects of literature, like English, Bengali and Sanskrit and the focal point became 'studies in literature and Culture'. Similarly, exchange was successfully conducted between history and Pol. Sc., or among History, Philosophy and Pol. Science. Education and Physical education by nature provided another avenue of interdisciplinary approach while Commerce and

Education, scaling the common field of statistical analysis provided another ground of multi-disciplinary collaboration in pursuit of knowledge. Thus, teachers of the college found interest in sharing specialized knowledge with students of various departments and the students were immensely benefitted from this exchange of Teaching resources in the college.

Provide the weblink of the institution

https://dlcollege.ac.in/document/Institutional_Distinctiveness_2019-20.pdf

8.Future Plans of Actions for Next Academic Year

- New Website for college
- Academic Enrichment of Faculty members by releasing them to take classes in university
- Inauguration of 2nd campus on 08.02.2021
- Formation of Research Committee and its recommendations
- Sanction of Rs.5000/ for each Departments for numerous Academic activities
- Construction of Classrooms in 2nd floor of Cycle garage
- Construction of a 2nd Smart class room, and installation of new software in language Lab
- Construction of 3rd ICT Classroom cum conference room
- Use of U-tube channel for academic dissemination
- Organization of webinar and on-line classes