



YEARLY STATUS REPORT - 2020-2021

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 its own campus? **No**
- Phone no./Alternate phone no. **03472252240**
- Mobile No: **8637863226**
- Registered e-mail **info@dwijendralalcollege.org**
- Alternate e-mail **bbratakrisnagar@gmail.com**
- Address **AH MITRA ROAD**
- City/Town **KRISHNAGAR**
- State/UT **WEST BENGAL**
- Pin Code **741101**

2. Institutional status

- Affiliated / Constitution Colleges **AFFILIATED**
- Type of Institution **Co-education**
- Location **Urban**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **UNIVERSITY OF KALYANI**
- Name of the IQAC Coordinator **DR. ARCHAN NANDI**
- Phone No. **9614951713**
- Alternate phone No. **03335553209**
- Mobile **7001359742**
- IQAC e-mail address **archan6@gmail.com**
- Alternate e-mail address **archannandi@hotmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

https://dlcollege.ac.in/document/AOAR_2019-20.pdf

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

https://dlcollege.ac.in/document/ACADEMIC_CALENDER_2020-21.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	59.00	2004	16/09/2004	15/09/2009
Cycle 2	B+	2.54	2016	16/12/2016	15/12/2016

6. Date of Establishment of IQAC

11/05/2013

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 4

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

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

- If yes, mention the amount

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

1. Fully digital examination system during the COVID-19 pandemic. 2. Providing counselling to the students during the tough time of pandemic 3. Online Library access to the students and teachers through WEBOPAC and INFLIBNET. 4. Maintaining COVID-19 Protocol strictly

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

Plan of Action	Achievements/Outcomes
New Website for college	New website for college was launched
Academic Enrichment of Faculty members by releasing them to take classes in University	Applicant UGC scale teachers were given permission to take classes in Universities for their career and academic enrichment
Inauguration of 2 nd campus on 08.02.2021	Has been done on 08.02.2021.
Formation of Research Committee and its recommendations	The Research committee was duly formed and it suggested organization of a seminar on Research Methodology and students orientation programme on Research
Sanction of Rs.5000/ for each Departments for numerous Academic activities	Many departments of the college dully applied for and utilized after sanction Rs. 5000/ for numerous academic activities
Construction of Classrooms in 2 nd floor of Cycle garage	Six new classrooms were newly constructed in June 2021
Organization of webinar and on line classes	As under lock-down situation, the campus was closed, various webinars were arranged to enlighten students on various academic and health related issues.
Use of YouTube channel for academic dissemination	YouTube channel was regularly utilized for academic seminars and dissemination, under the Lock-down condition.
Construction of 3 rd ICT Classroom cum conference room	A new ICT based classroom cum conference room was constructed under RUSA fund with modern facilities and equipment.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body, Dwijendralal College	02/08/2023

14. Whether institutional data submitted to AISHE

Part A

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• Location	Urban
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• Alternate phone No.	03335553209				
• Mobile	7001359742				
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• Alternate e-mail address	archannandi@hotmail.com				
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• if yes, whether it is uploaded in the Institutional website Web link:	https://dlcollege.ac.in/document/ACADEMIC_CALENDER_2020-21.pdf				
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			4		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional			No		

website?	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
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- Name of the statutory body

Name	Date of meeting(s)
Governing Body, Dwijendralal College	02/08/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020	13/02/2022

15. Multidisciplinary / interdisciplinary

The college has taken some comprehensive measures for Online learning in the recent case in epidemics in order to ensure preparedness whenever and where ever possible. The IQAC and all the academic departments of the college has taken initiatives to reach up to every student of the college through Virtual platforms during the COVID-19 Pandemic. Google Tools, YouTube Platform, Google-Meet, Zoom etc have been heavily used to take the education to the margins of the society during the pandemic. Moreover, the CIE has been improved by adopting new measures for internal evaluation of the college.

Dwijendralal College runs 1 (one) Study Centre IGNOU and 1 (one) Open University under the DODL, University of Kalyani. Courses offered in these two Open/Distance University Centres give the learners of surroundings regions a better opportunity for Higher Education.

16. Academic bank of credits (ABC):

NOT APPLICABLE

17. Skill development:

The CBCS system provides for SKILL ENHANCEMENT COURSES for every subject taught at the College both in the Honours and General Levels. These courses help in equipping students with requisite skills beyond the theoretical knowledge systems. Teachers take special care for the proper implementation of Skill Based Courses.

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

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Dwijendralal College strives to ensure appropriate integration of Indian knowledge system by offering MIL(Modern Indian Languages) and core courses as per CBCS scheme set up by parent university.

Languages like Hindi, Sanskrit, Bengali are offered to students as core subjects along with generic electives . Subjects like Political science, History, Women studies are taught in bilingual mode and these are offered also to inculcate sense of national integration, love for art, culture, respect towards women community and civic sense among the student community. Teaching of these courses through online mode during COVID pandemic was effectively undertaken by the college. For appropriate integration of Indian culture and heritage, various cultural programme like Drama, gitinatya, recitation, songs etc are performed on regular basis using Sanskrit, Bengali and English language. Plays like Chitrangda, Mahishasuramardini, Julius Caesar have been enacted in the college and students both participate and learn from there. Tagore's birthday is celebrated using vernacular every year, and it was celebrated on line even amid Lock down under Covid 19 crisis. Seminars and workshops also promote Indian history and culture and are conducted using bilingual mode. A number of Webinars conducted through on line mode during Covid 19 pandemic, assisted the students a lot in imbibing unknown chapters of Indian culture. Yoga is taught regularly by the Dept. of Physical Education in the college, and training sessions for meditation are also conducted in the college.

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

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1. The college is highly focused to educate its students in such a way that at the end of their program they become skilled enough to compete in the real world to get a good job or to proceed further in their P.G. Courses or research-based activities. The CO, PO, and PSO-s of all the courses and

programmes of the college have been uploaded on the college website, and are communicated to the students at the beginning of the First Semester.

2. The Institute caters towards fulfilling the requirement of the curriculum. Issues in teaching and learning are taken care of like continuous formative assessment and mapping the curriculum and updating regularly to align with the latest knowledge requirements and to meet specified learning outcomes, so that by the end of the educational experience, each student should achieve the goal. The Institute has already developed well organized mentor-mentee system where the role of the faculty adapts as instructor, trainer, facilitator, or mentor, based on the outcomes targeted.

3. The prospects of each course are communicated to the students by the teachers of respective departments, through mentoring activities and also by the Career Counselling. Teachers of each department take special care for guiding ex-students in further stages of their academic pursuit like P.G. studies, Research, NET, SET exams and other Professional courses. The library of the college accommodates books on career building, competitive exams and research activities. On line resources are also available for ex students with free access.

4. The courses follow the CBCS pattern, and have skill-oriented components, which help the students in developing employability skills. Each Honours course student has to complete two Skill Enhancement Course (SEC) papers, and each Programme/ General degree Course student has to complete four SEC papers in order to obtain Graduation degree from the University through the college.

5. The college arranges teaching courses by Alumni students on regular basis and employment experience the basics of preparation for Competitive examinations are discussed by them which motivates the present students a lot.

20.Distance education/online education:

The college has taken some comprehensive measures for Online learning in the recent case in epidemics in order to ensure preparedness whenever and where ever possible. The IQAC and all the academic departments of the college has taken initiatives to

reach up to every student of the college through Virtual platforms during the COVID-19 Pandemic. Google Tools, YouTube Platform, Google-Meet, Zoom etc have been heavily used to take the education to the margins of the society during the pandemic. Moreover, the CIE has been improved by adopting new measures for internal evaluation of the college.

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Extended Profile

1.Programme

1.1	390
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	5175
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	1303
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	988
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	36
File Description	Documents
Data Template	View File
3.2 Number of Sanctioned posts during the year	20
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	37
4.2 Total expenditure excluding salary during the year (INR in lakhs)	20.40
4.3 Total number of computers on campus for academic purposes	62
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
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 eresources from INFLIBNET and NLIST.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://dlcollege.ac.in/document/CURRICULUM_DELIVERY_STRATEGY.pdf

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

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.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	https://dlcollege.ac.in/document/ACADEMIC_CALENDER_2020-21.pdf

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

13

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

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

0

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

0

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

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

Dwijendralal College prepares students to meet the challenges of gender inequity, environmental crisis, and erosion of human values in society. Some subjects already have such topics in their syllabi, but all students are sensitized regarding the imperatives of sustainable environmental practices and Gender equality through celebrations like World Environment Day and International Women's Day. West Bengal is impacted by global warming with severe cyclones battering its coastline. To educate students about the cause of such powerful cyclones and how to stay safe at times of natural disasters webinars were organized. Foodgrains and other necessary items were distributed to the affected people through various organizations. Due to the pandemic, everyone was under

great stress, Webinars were organized on Nutrition and Wellness for all stakeholders. Our N.S.S team visited slums and distributed masks and sanitizers after explaining to them how they could protect themselves from the virus. For the awareness of the students a webinar entitled "Indian Concept of Hygiene: Ancient and Modern Perspective" was organised on 09.08.2020 by the IQAC and the Department of Sanskrit of the college. Relevant Link:

<https://www.youtube.com/watch?v=9UQQmacYO4k>

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

4

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

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

1548

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

1.4 - Feedback System

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

A. All of the above

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

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://dlcollege.ac.in/document/DLC_SSS_A_NALYSIS_2020-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

5178

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

1809

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Dwijendralal College is sensitive to the fact that not all students have the same level of academic competence or aptitude. Every Department conducts screening tests for newly admitted students to assess their level of competence in the subject. The classroom teaching is aimed at guiding each student according to his or her standard and capability. Teaching strategies are fine tuned to cater to both the advanced and slow learners.

For Advanced learners the following methods are adopted.

Advanced learners are encouraged to participate in student seminars.

Advanced learners are encouraged to make poster and PPT presentations.

Advanced Learners are provided with links to various on-line learning resources.

They are advised to consult reference books on the subject.

Advanced learners are involved in peer teaching.

Career prospects and opportunities for further studies are discussed with Advanced learners.

Programmer for Slow learners

Remedial classes and doubt clearing classes are arranged for Slow learners.

Guardians are informed regarding the performance of their wards and advised on the course of action.

Peer teaching and group study is arranged for Slow learners.

Teachers administer special tests.

Students are guided regarding test taking strategies.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
5175	0.007

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Taking into account the results of the previous examination and the academic condition of the newly enrolled students, the teaching strategies are adapted and vigorously discussed for the betterment of learning. Organization of Inter-departmental faculty exchange programme, remedial and tutorial classes, counselling - these measures are also taken up:

? Various skills Development: To develop the

communicative/technical/ laboratory/field skills of students and to develop their proficiency in respective subjects, the college organises various seminars, essay competition, field visits, study tour, alumni engagement initiatives etc. which are duly supervised by respective Head of the Departments.

? **Competence development:** To develop competence among the students for self-learning, the students are encouraged to perform extra projects and practicals for better understanding of course objectives.

? **Development of Reading Habit:** Teachers encourage the students to read various types of reference books along with their textbooks and to have group discussions among peers regarding various topics.

? **Students' Seminar:** Students seminars are organised in various departments in which students are encouraged to present research papers on various topics related to their syllabus.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

All the teachers of Dwijendralal College use ICT tools for the comprehensive delivery of the teaching. During the lockdown teacher used various online platform to keep in contact with the students and to take virtual-classes. Google Classroom, Google-Meet, Zoom, YouTube has been used for the teaching learning process. Alos, the Continuous Evaluation Process has been done virtually through college-initiated Android Application, as well.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)**2.3.3.1 - Number of mentors****36**

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

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year****15**

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year****8**

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

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

2.4.3.1 - Total experience of full-time teachers

286

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	No File Uploaded

2.5 - Evaluation Process and Reforms

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

With the breakout of COVID Pandemic new evaluation method was adopted immediately. Online platforms were used for online/blended mode examination. Moreover, Dwijendralal College has Developed a comprehensive evaluation process based on Android Application-developed by the college itself. The college has a dedicated Examination Committee to deal with all matters related to internal and University Examinations. Large exams involving the all students are conducted centrally through OMR sheets and evaluation is also done online. Answer scripts of internal exams are shown to students and their doubts are cleared. Any complaint is immediately addressed to the satisfaction of the students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://play.google.com/store/apps/details?id=com.onnetsolution.dwijendralalcollege

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

In Dwijendralal College Mechanism to deal with internal examination related grievances is transparent, timebound and efficient. With the breakout of COVID Pandemic new evaluation method was adopted immediately. Online platforms were used for online/blended mode examination. Moreover, Dwijendralal College has Developed a comprehensive evaluation process based on Android Application- developed by the college itself. The college has a dedicated Examination Committee to deal with all matters related to internal and University Examinations. Large exams involving the all students are conducted centrally through OMR sheets and evaluation is also done online. Answer scripts of internal exams are shown to students and their doubts are cleared. Any complaint is immediately addressed to the satisfaction of the students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://play.google.com/store/apps/details?id=com.onnetsolution.dwijendralalcollege

2.6 - Student Performance and Learning Outcomes

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

Dwijendralal College has framed programme outcomes for Arts and Commerce. The Departmental Teachers along with the members of the IQAC formulate the learning outcomes keeping in mind the UGC guidelines and the directives of the National Education Policy. Teachers spell out the learning outcomes of the course at the beginning of each semester. Thus, students are made aware of the expectations of the course at the very outset. The course outcomes are also given to the students at the time they are given the class schedules. Thus every student is aware of the course outcome.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://dlcollege.ac.in/document/Program_Outcome_2019-20.pdf
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The Programme and the course outcomes are designed to equip the students for either further studies or gainful employment. Feedback from students is collected and analysed to assess how far the institution has succeeded in fulfilling its stated outcomes. The institution also holds meetings with the Departments after the publication of every Semester Examination to ascertain how far the outcomes are being achieved and what further measures need to be adopted to ensure that the learning outcomes are better achieved. Through regular classroom teaching, Internal exams and University exams at the end of each semester the teachers can assess whether the objectives of the stated outcomes are being achieved.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://dlcollege.ac.in/document/CURRICULUM_DELIVERY_STRATEGY.pdf

2.6.3 - Pass percentage of Students during the year

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

947

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

2.7 - Student Satisfaction Survey

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

https://dlcollege.ac.in/document/DLC_SSS_ANALYSIS_2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

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

5

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

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

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

3

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers

in national/ international conference proceedings during the year

16

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

"To strive, to seek, to find, and not to yield."

Education is not restricted to the confines of the classroom. After all the aim of education is to carve out from a student a better human being who is sensitive, both to the needs of society and aware of his/her own duties as a responsible young citizen. With a raging pandemic it became necessary to help students extend hands of assistance and support to the needy. Not only did such acts of help and support strengthen the target groups but it was also instrumental in making the students realise the true value of philanthropy. Giving happiness to others especially those who are less fortunate (either economically or socially or medically) is the least one can do. Our students came up and willingly and sincerely participated in the extension activities. Celebrating days that are very important and close to the hearts and souls of every Indian was also done as they remind us of our identity and heritage. Our students were happy to do everything they could on these occasions. At Dwijendralal College extension activities are largely conducted by the NSS Unit which takes up projects like Health Awareness Program, AIDS Awareness Camp, Blood Group detecting Camp etc.

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

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

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**1**

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year****1**

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year****33**

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

1

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

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

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

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Dwijendralal College has 37 spacious, well lit, clean and ventilated classrooms and 3 ICT Enabled/Seminar Room. College laboratories use high-quality advanced equipment and fixtures. The toilets at every floor for the students and those for the teachers are cleaned and maintained by cleaners at regular intervals. The College assures to sustain hygiene in the campus. The seminar halls used for conducting workshops, seminars, conferences and special lectures by eminent academicians from all over the globe, are IT enabled with dedicated set up of projector facilities, sound system, and unrestricted Wi-Fi access.

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

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

Dwijendralal College provides immense importance to extra-curricular activities. Apart from winning the prestigious DPI Sports activities, the students excel in multifarious co-curricular activities. The college has an open-air stage for performances. And for sports and games, the college has a field within the campus where students play crickets and badmintons. The boys' common room has some indoor games facilities like the Table tennis board and the Carrom board. The College had organized morning yoga sessions too.

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

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

3

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

3

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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

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

20.40

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The library is fully automated with Integrated Library Management Software SOUL 2.0. The circulation process is fully automated since year 2015. The library has computerised catalogue OPAC. Since 2021 library provides remote search facility through WEBOPAC. All the books were barcoded and users are provided with barcoded library membership cards to ensure seamless automated circulation through barcode scanners. Maintenance of the SOUL software is provided by the IFLIBNET, Gandhinagar, Gujrat. The entire library premise is under CCTV surveillance as library provides open access. The library has a 'Library Manual' for ensuring S.O.P. in housekeeping activities, collection development policies and other rules and regulations. The Librarian organizes

Library Orientation Program at the beginning of the Academic session and also whenever necessary. Library notices are displayed in all the notice boards within the college, scrolled on electronic notice board in library and uploaded on college website as and when required. Feedbacks and suggestions are sought through suggestion box.

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

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

C. Any 2 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.059

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

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

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

19

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

Through consistent effort and financial investments, the college augments the existing ICT infrastructure. The entire college fraternity has acquainted themselves and embraced the digitalization process enthusiastically. Language Lab and Geography Lab and two seminar rooms are ICT-enabled with projectors and screens. The facilities are used by the students for developing E content. The college has developed 3 computer labs, fully equipped with modern infrastructure and technology and a total of 360 mbps internet bandwidth with 4 LAN connections. The Language Lab and the Geography Lab have been updated with the latest software package SPSS. The college Library has been fully computerized and equipped with scanners, printers, internet facilities and necessary software. Procurement, accession and issue/return of books from the library has become easier and faster. Campus-wide surveillance has been ensured through the installation and maintenance of CCTV cameras at all strategic locations. Each department has been provided with laptops and pen drives. All departmental activities and data have been recorded properly in these laptops. Students have got the facility to use the internet Wifi for any kind of online study in College Library.

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

4.3.2 - Number of Computers

62

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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

20

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The 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 numbers of computer with internet connection and utility software are also provided and maintained with AMC system. ? Adequate amount of budget is allocated to provide sufficient classrooms and other academic & physical facilities with a view to facilitate smooth running of classes. ? A major portion of the budget is also provided for purchasing various furniture required in different classrooms and office rooms. ? 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.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

3247

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

0

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

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

B. 3 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

4

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

145

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	No File Uploaded

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

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

1

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

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

0

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

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

Students are duly represented, by the student representatives in different committees and administrative bodies. Such as Academic, Admission, Magazine, Cultural and Sports Committees. They take part in the decision-making process of the college. They play a vital role in the implementations of the various decisions taken and in materializations of the plans and programme. They enthusiastically take part in co-curricular and extra-curricular activities, such as sports, culture events and in the smooth functioning of the institution. During the COVID-19 Pandemic/ Lockdown participation in physical mode was immensely affected.

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

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

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

1

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Registration of Alumni Association is under process. However, Allumni are greatly engeged with the academic and cultural activities of the college throughout the year.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Dwijendralal College with the vision 'to provide education for knowledge, wisdom, emancipation and enhancement of capabilities' and the mission, 'Education for All irrespective of caste, creed, religion, gender and economic status' believes in principles of inclusion, social accountability, participative management and decision making. The motto of the college, "Nishidin alok shikha jwaluk prane" (Let the flame of light glow in the soul eternally) testifies that.

v Perspective plans toward accomplishing the vision and mission of Dwijendralal College.

v Enhancement of quality education and broadening of exposure

introducing new subjects in under graduate, post graduate and certificate courses, faculty Exchange, talks by eminent persons, MoU with other institutions.

v Up gradation of Classroom, laboratories, extension of digital resources for better teaching-learning experience.

Holistic development of students through extracurricular activities, sports and gymnasium facilities, psychological counselling, mentoring, yoga.

v For post-college employability focus on campus placement drives, soft skill development workshops and 'entry-in-service' software for preparation of competitive examinations.

v Participation of students, teachers and non-teaching staff in different administrative and decision-making bodies.

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

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

v Dwijendralal College practice decentralization and participative management in three sectors, viz. academics, administration and extra-curricular activities.

v Decentralization in academic matters The Principal places the proposal of the IQAC on improvement of teaching-learning to the management and works accordingly.

v Teachers' Council with an elected teacher as Secretary and

Principal as chairperson discusses academic issues. Each faculty is a member of different sub-committees.

v Admission Committee and Academic Sub-Committee conduct admission procedure.

v Routine Committee prepares timetable co-ordinating with each department. Library Committee looks after library facilities and maintenance.

v Sports Committee organizes Annual Sports, cricket and football tournaments.

v Decentralization in administrative matters four elected faculty are Teachers' Representative in the Governing Body. Faculty member act as Bursar, Co-ordinators of Post-Graduate Studies, and distance learning centres of Kalyani University and Indira Gandhi Open University,

v Members of committees like- Finance, Development and Purchase, Anti-Ragging, Discipline, Student Advisory, Internal Complaints Committee against Sexual Harassment, Garden, Canteen etc.

v Decentralization in extra-curricular activities Teachers' representation in committees like NCC, NSS, Placement, Student Welfare Cultural Committee Students' and Non-teaching staff representation in IQAC,

Governing Body, student affairs, sports, etc. Students conduct Freshers' Welcome Annual Social, Saraswati Puja. Annual sports, NSS Camp, Health Check-up cum Awareness camps etc are conducted

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional perspective plan ensures quality enhancement through strategic plan of events and activities formulated by IQAC at the beginning of the academic year and a review of

its implementation and outcome at the end. As library facilities constitute the backbone of effective teaching learning the institution with the active support of Library Committee takes following initiatives through the deployment of Action Plan: Bar Code tagging of books. Introduction of barcode enabled ID cards cum book lending card. Accessing syllabus and University questions; Obtaining scanned portions of relevant books as requisitioned by students. Book exhibition Large number of e-books and e-resources in the library. Preparation of tutorial to make students aware of how to reap the maximum benefit of digital library in the times of pandemic.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://dlcollege.ac.in/central_library.php
Upload any additional information	No File Uploaded

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

With the hands-on experience of the management, the Institutional Management is designed in a scientific way with transparency to get the optimum results out of it. A hierarchical set up is established from top management to down the level clearly demarking the Duties, Responsibilities, Accountability and Authorities at every stage. President Governing Body Principal; Secretary Governing Body, Secretary Teachers' Council, IQAC, Head of the Departments, Different Committees, comprising UGC scale teachers, State aided College Teachers, Non-teaching Staffs, students where required.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://dlcollege.ac.in/gbody_details.php
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

- **GSLI**
- Teaching staff can avail loan from Provident Fund as per
- Government rules.
- **ICT Facilities -**
- Fully Wi-Fi enabled college campus
- Infrastructural support in Physics and Chemistry
- laboratories to facilitate research work by faculty.
- Provision of laptops to every department.
- Desktop facilities in the Library and Teachers' Room.
- **Support Facilities -**
- Clean drinking water, refrigerator and induction oven in Teachers' Room

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

1

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

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

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

7

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

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

Performance Appraisal for teaching faculty following the UGC Regulation 2010 and amendments thereof, the institution monitors performance appraisal system through submitting of APR (Annual Progress Report) of the teaching staff. The APR reflects the

details of refresher / orientation course/ workshops etc that the teacher attended during a particular period as it is deemed mandatory for promoting in next grade. Due consideration is given to the evaluation of innovation for special contribution made by the teacher. During appraisal the teacher is given opportunity to pen down any special achievement made by him in the field of his subject that can upgrade his overall performance. Teacher is given opportunity to note down the difficulties that he is facing while discharging his assignment. The APR's are sought at every step of up gradation / next promotion. Performance Appraisal for non-teaching faculty the appointment is made through the Government of West Bengal. The principal concerned is being asked to give report where in the general performance, conduct, handwriting and character is being evaluated and appraised. The complaint of the involvement in any unpleasant activity, if any, is also being reflected.

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

6.4 - Financial Management and Resource Mobilization

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

The college has a Finance Sub-Committee headed by Principal. Various expenditure on day- to-day activities and of capital nature 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 & Expenditure a/c, Receipts & Payments a/c and Balance Sheet are prepared and audited by the external audit firm appointed by the government time to time.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0

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

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

The main sources of funds for the college are grants from the State Government, development grants received from U.G.C., and tuition & development fees collected from the students. Some funds are generated from the students of self financing course and out of rent received from letting out of a bank-branch & book shop in the college premises. The allotments received from the state government are also spent for the purposes which they are meant for. The funds received from the U.G.C. are utilized for purposes for which they are granted. Tuition fees from the students are used for the various needs that come up on regular basis. The college received a huge grant of 1.5 crores, which has been utilized in last 4 years for the construction of 2nd campus building and building renovation, purchase of books & sports materials etc. in the main campus. The chief deficiency of the college is the non-approval of various non-teaching staff. Some of these are filled up out of college funds.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing

the quality assurance strategies and processes

In order to enhance the quality of the institution in all spheres, various quality assurance strategies initiated by The IQAC of Dwijendralal College are as under: All the faculty members are encouraged and supported to participate in Orientation, refresher courses, Workshops, Seminars and conferences related to the teacher-learning process and research. Teachers with Ph.D are also encouraged and motivated to act as research guides for the research scholars. Several skill enhancement ability courses have been introduced for various subjects and students are free to choose any one as per their will in the respective stream. Regular meetings of IQAC are conducted under the chairmanship of worthy Principal with the fixed agenda and suggestions are taken from all the members of IQAC for improvement and better implementation of curriculum. During the COVID-19 Pandemic IQAC has taken initiatives for a better management system for delivering teaching learning process. It includes, Android App based internal evaluation system, arrangements of virtual platforms for online teaching and multiple Webinars for multidisciplinary learning and for the preparation for higher academia.

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

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

The institution reviews its teaching learning process, structure and methodologies of operations and learning outcomes at periodic intervals. Some of activities of IQAC are:

1. The students' feedback is conducted as per the following norms:
 - a. All the students are allowed to give feedback on faculty, teaching learning process and evaluation so that actual picture is ascertained.
 - b. After evaluating the feedback from students, the teacher if evaluated with low performance is instructed accordingly.
 - c. The quality process of students' centric teaching-learning is

being operated through IQAC. Students are encouraged to come up with models.

2. Remedial Classes: The teachers conduct remedial classes and revision for the students wherever needed.

File Description	Documents
Paste link for additional information	https://dlcollege.ac.in/iqac.php
Upload any additional information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender sensitization is currently a significant aspect in all major policies of academic institutions for creating healthy work atmosphere. Dwijendralal College being a co-educational institution is of no exception. The institution supports gender diversity and seeks to create an inclusive space for third genders

with measures like formal introduction of the third gender option in college forms, conducting of Annual Sensitization workshops and meetings with representatives of the students regarding gender equity. The creation of Women's Cell since 2013, for the re-addressing the grievances of female students has served the all important purpose of providing a platform for their free and active participation, voicing and expressing their opinions, views and issues in favour of promotion of gender equality. Vishakha committee has been added on 2020 to ensure issues related to sexual harassment in the institution. Awareness posters on gender equity, prevention of sexual harassment are displayed at the students' common rooms, library and corridors. To ensure safety and security, CC cameras have been installed inside the college premises. Separate Common Room facility is also available for them. Child Care Leave, Maternity/Paternity Leave are sanctioned as per Government Orders.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

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

Green colored dustbins for the biodegradable products or wet

products and blue for the non-biodegradable or dry products are placed at different strategic points in the college campus. The non biodegradable wastes are collected and disposed through municipality vans as solid waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

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

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

D. Any 1 of the above

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e.,

tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Dwijendralal College truly fosters inclusion and remains true to its motto of inclusive education. The classrooms, library, playground and all spheres include students from all backgrounds and religion. The cultural programs, sports and all co-curricular activities attempt to bridge all gaps and differences into a seamless entity in our college. Bhasha Dibas celebrated on 21st February every year brings different linguistic groups on a common platform to celebrate each language with full glory and honour. Whether it be music or food, work or play, the institution stand as a united whole with mutual respect for one another.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

Dwijendralal College unfailingly observes all important national days viz. Independence Day, Republic Day, Netaji's Birthday, Birthday of our founder the legendary, Tagore's Birthday, Nazrul Jayanti and Dwijendralal Roy's Birthday and others with lectures and befitting tributes. The Political Science department arranges the Youth Parliament program. Students are trained to actively participate in inter college competitions on Mock Parliament, organized by Higher Education cell, Govt. of West Bengal. They are also made aware about their roles as responsible voters and citizens. There are several initiatives by the college and the NSS unit like blood donation camp, medical camps for health check up, plantation of trees etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

The Independence Day is celebrated every year through the hoisting of the National Flag by the Principal in the presence of the NSS Program Officer, Teaching and Non Teaching Staffs and students. The Republic Day and the birthday of Netaji are also likewise celebrated each year with much solemnity and grandeur. On these occasions, discussions on the glorious significance of these historical days are also arranged, enriched further by recitation and the recital of the National Song. Saraswati Puja is celebrated on 16th February, 2021 and Ravindra Nazrul Jayanti was celebrated in online mode on 28th June, 2021, in which the students of the college participated enthusiastically. 5th September is observed as Teacher's day with lectures on Dr. Sarvapally Radhakrishnan to honour his contributions in the field of education. 24th September is usually observed as the day of establishment of National Service Scheme (NSS Day) every year. NSS volunteers along with the Program Officer and Principal of the College participated in a program centrally organized by the affiliating University, West Bengal State University to commemorate the NSS Day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

The Independence Day is celebrated every year through the hoisting of the National Flag by the Principal in the presence of the NSS Program Officer, Teaching and Non Teaching Staffs and students. The Republic Day and the birthday of Netaji are also likewise celebrated each year with much solemnity and grandeur. On these occasions, discussions on the glorious significance of these historical days are also arranged, enriched further by recitation and the recital of the National Song. Saraswati Puja is celebrated on 16th February, 2021 and Ravindra Nazrul Jayanti was celebrated in online mode on 28th June, 2021, in which the students of the college participated enthusiastically. 5th September is observed as Teacher's day with lectures on Dr. Sarvapally Radhakrishnan to honour his contributions in the field of education. 24th September is usually observed as the day of establishment of National Service Scheme (NSS Day) every year. NSS volunteers along with the Program Officer and Principal of the College participated in a program centrally organized by the affiliating University, West Bengal State University to commemorate the NSS Day.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

Institutional Distinctiveness 2020-21 Use of App for Students Need management
 1. The Covid 19 pandemic caused a crisis around the

world regarding physical appearance in campus. Like other countries, India also had to confine itself to the four walls of home under lock down. But Academic -administrative work cannot be put at halt. Hence new avenues were to be explored which could overcome the immediate need of physical presence in campus and could enable learners to carry on their academic pursuits through the support of various apps and on line mode of virtual operation. This was initiated in Dwijendralal College in order to overcome the challenge of Lock Down. 2. Students' took admission through On Line portal opening and on line bank transaction through payment gateway. Elaborate guideline was prepared and help-desk officers continually provided on line assistance whenever anybody faced a problem. After publication of merit panel and on line admission, the verification of students' credentials was done through an app, which was easily available for all. With time and experience, Students got used to this new mode of operation. 3. How to take students' attendance appeared as a challenge. Once again, certain prescribed apps came into solve the problem. Apart from in built records of Google meet, students' attendance was recorded and preserved through apps. 4. Finally students were notified and advised to use a few more apps, especially for their online examination purpose and online answer-script submission.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- Campus Sanitization
- Stringent campaign on post Covid Safety Health Protocol
- Blended mode transaction of Education on specific area of academic pursuit.
- Signing of MoU with neighbouring Higher Education Institutions
- Employability initiatives and Training/Coaching programme for passed out students.
- Extension activities through NSS.
- Organization of Online seminars and workshop.
- Training of Office Staff for online operations.