



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

DESHABANDHU MAHAVIDYALAYA

- Name of the Head of the institution **Dr. Tridib Santapa Kundu**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **03412525449**
- Mobile No: **9434005985**
- Registered e-mail **dbmprincipal@rediffmail.com**
- Alternate e-mail **principal@dbmcrj.ac.in**
- Address **Street Number 38**
- City/Town **Chittaranjan**
- State/UT **West Bengal**
- Pin Code **713331**

2.Institutional status

- Type of Institution **Co-education**
- Location **Semi-Urban**
- Financial Status **Grants-in aid**

- Name of the Affiliating University **Kazi Nazrul University**
- Name of the IQAC Coordinator **Prof. Apurbo Kumar Roy**
- Phone No. **03412525449**
- Alternate phone No. **9476135340**
- Mobile **9476135340**
- IQAC e-mail address **transtar_akr@yahoo.co.in**
- Alternate e-mail address **iqac@dbmcrj.ac.in**

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

http://dbmcrj.ac.in/media/media/aqar/pdf/aqar_2020_21.pdf

4. Whether Academic Calendar prepared during the year?

Yes

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

<http://dbmcrj.ac.in/>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	70.4	2007	31/03/2007	30/03/2012
Cycle 2	B+	2.55	2016	05/11/2016	04/11/2021

6. Date of Establishment of IQAC

09/04/2007

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
MHRD	RUSA 2.0	RUSA	2018, 2	10000000

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

6

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- 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)

(i) Like last year IQAC initiated quality practice in teaching-learning through ICT for better understanding of the subject and active participation of students in teaching learning process.

(ii) In the institutional level inclusive teaching learning through online platforms was strengthened.

(iii) IQAC takes care of continuous reinforcement for students' participation in educational practice reinforced through cultural and social activities.

(iv) Students feedbacks are collected on online mode and analyzed

(v) All faculty members were involved in digital content development for convenient accessibility of course content by students. (vi) One Webinar organized by the Philosophy Department in association with IQAC

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
Program for Environmental awareness and sustainable development has been taken up by IQAC fourth phase	Improvement Observed
IQAC has initiated continuous improvement program in teaching learning and teacher student relationship fourthphase	Improvement Observed
Students were motivated and Trained to participate online Classes, Tutorials, Mock Tests and Test for maximization gain knowledge	Improvement Observed
Like previous year Initiative for entrepreneurship development program for selfemployment and self-reliance has been taken up for the students of BBA and Commerce besides other general students	Improvement Observed
Encourage Faculty Research.	webinars and online workshops have been conducted by the College to inculcate and encourage faculty research

13. Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	07/09/2022

14. Whether institutional data submitted to AISHE

Part A

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• Designation	Principal
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• Alternate e-mail address	iqac@dbmcrj.ac.in				
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4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://dbmcrj.ac.in/				
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9.No. of IQAC meetings held during the year			6		
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13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body	07/09/2022
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
Nil	Nil

15.Multidisciplinary / interdisciplinary
The college is multidisciplinary institute and focussed on interdisciplinary approach to offer research oriented teaching learning practices.
16.Academic bank of credits (ABC):
Proposed to introduce academic bank of credit system and shall be implemented as soon as necessary system integration takes places.Proposed to introduce academic bank of credit system and shall be implemented as soon as necessary system integration takes places.
17.Skill development:
The college has good skill development practices and has tied up with different skill development centres to get our students skilled to have employability. So far the college has 12 MOU for skill development programmes with service provider.
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
The college has very good integrated Indian knowledge learning programmes. The college has centre for language literature and cultural studies comprised of the departments of Sanskrit, Bengali, Hindi, Prakrit and English as well to facilitate students to have knowledge culture and heritage through class rooms teaching, debate, discussion and culture and educational tour.
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
The institute is very much focused on outcome based education and training to prepare our students to meet the challenges in future to place themselves as best citizens to contribute in socio-economic growth of the nation and holistic development of India as a whole.
20.Distance education/online education:
The college has proposed to introduce Distance Education Programmes in collaboration with NSOU and Jain Vishva Bharati Institute, Deemed University and Prakrit Bharati Academy, Jaipur, Rajashtan, India.
Extended Profile
1.Programme

1.1	19
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	
Number of students during the year	
File Description	Documents
Data Template	No File Uploaded
2.2	
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	No File Uploaded
2.3	
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	No File Uploaded
3.Academic	
3.1	28
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	31
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	28
4.2 Total expenditure excluding salary during the year (INR in lakhs)	500000
4.3 Total number of computers on campus for academic purposes	110
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	
<p>The college is affiliated to Kazi Nazrul University and adopted the CBCS curriculum as prescribed by the university in the under graduate level, since 2016 for proper implementation of the curriculum our institute has adopted following policies: -</p> <ul style="list-style-type: none"> • The college has an academic calendar prepared on the basis of university academic calendar. • The college prepares a master routine in conformity with the CBCS credit points and the same is circulated to all departments to act accordingly. • After receiving the routine, each department arranges meeting for allotting classes and load distribution among the faculty members. • An induction programme is carried out, prior to the commencement of classes in each semester to convey the content of the syllabus to the students. • Along with conventional chalk and talk method the faculty members are used to use ICT based technical methods for day-to-day classroom teaching. • With the progress of classroom teaching class tests and internal assessment tests are conducted for periodic 	

evaluation and assessment of the students. The end semester examination is carried out by the university. The university use to publish the result and upload in their official website, after the publication of results by the university a copy of the mark statement of the students is preserved by the college office for maintaining the proper documentation.

- To fulfil the curriculum requirements various surveys and educational tours are organised by departments according to their academic plan.
- Mentors are assigned to the students to address the academic as well as personal needs of the students.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

- In every academic year before the commencement of an academic session the college is used to notify or publish its academic calendar which is in line with that of the University academic calendar.
- This consists primarily the number of working days (teaching learning days), holidays, dates of different institutional programmes, co-curricular and extra-curricular activities including the probable schedule of end semester examination.
- This eventually helps the faculty members of all the departments to lay out a departmental strategy for commencing academic activities properly including the conduction of Continuous Internal Evaluation (CIE), by this teacher can monitor all the activities of the students very minutely which in turn help the teachers to find out a way for the betterment of quality of teaching learning process continuously.
- Side by side there is also an examination committee for monitoring and guiding the overall examination process.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
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

0

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

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)

5

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)	View File

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

218

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

40

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

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

- Lessons related to professional ethics, Gender equality, Human values, Environment and sustainability are rendered to the students of different semesters through various disciplinary courses of the curriculum as provided by the Kazi Nazrul University, Asansol.
- Female students of Deshabandhu Mahavidyalaya are used to receive 'Kanyasree' scholarship as offered by the Government of West Bengal.
- DBM Integrates the issues relevant to professional ethics, Gender, Human values, Environment and sustainability through various activities, seminar, webinar etc. by different departments, NSS unit, Woman cell and other forums incollaboration with IQAC.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

Nil

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)	No File Uploaded

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

Nil

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	B. Any 3 of the above								
<table border="1"> <thead> <tr> <th data-bbox="86 358 529 421">File Description</th> <th data-bbox="529 358 1436 421">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 421 529 524">URL for stakeholder feedback report</td> <td data-bbox="529 421 1436 524" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 524 529 743">Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)</td> <td data-bbox="529 524 1436 743" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 743 529 846">Any additional information(Upload)</td> <td data-bbox="529 743 1436 846" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	URL for stakeholder feedback report	No File Uploaded	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	
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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								
<table border="1"> <thead> <tr> <th data-bbox="86 985 529 1048">File Description</th> <th data-bbox="529 985 1436 1048">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1048 529 1151">Upload any additional information</td> <td data-bbox="529 1048 1436 1151" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1151 529 1258">URL for feedback report</td> <td data-bbox="529 1151 1436 1258" style="text-align: center;">Nil</td> </tr> </tbody> </table>	File Description	Documents	Upload any additional information	No File Uploaded	URL for feedback report	Nil			
File Description	Documents								
Upload any additional information	No File Uploaded								
URL for feedback report	Nil								
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									
1233									
<table border="1"> <thead> <tr> <th data-bbox="86 1630 529 1693">File Description</th> <th data-bbox="529 1630 1436 1693">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1693 529 1756">Any additional information</td> <td data-bbox="529 1693 1436 1756" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 1756 529 1863">Institutional data in prescribed format</td> <td data-bbox="529 1756 1436 1863" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	View File	Institutional data in prescribed format	View File			
File Description	Documents								
Any additional information	View File								
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

145

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

To assess the learning levels of the students the college has taken the following steps

- Introduction of summative evaluation by the departments
- Based on the performance in summative evaluation, weaker students are identified and brought into remedial classes for necessary improvement.
- Debate and discussion amongst the students on various current affairs has been organized to enhance the vocational power and to increase the level of confidence.

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
800	27

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

The college used to follow the following student centric methods to enhance learning experience

- Interactive teaching using ICT
- Case study
- Field Visit as well as survey
- Empirical analysis using basic software
- Seminars and workshops

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

College is well equipped with various ICT equipments to facilitate the students with modern teaching method. Fully functional smart class room with LCD Projectors, computers with internet facility and a proper sound system are true example of ICT enabled teaching in the college. Apart from that the college has provided laptops to all its full time faculty members to help them teaching better through online mode also.

File Description	Documents
Upload any additional information	No File Uploaded
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

49

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

27

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

13

File Description	Documents
Any additional information	No File Uploaded
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

999	
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.

A very efficient examination committee looks after the process of internal assessment as well as final examination. Internal examination is taken in the mid of every semester. Due care is taken in setting up question paper, evaluating answer scripts and finally informing the student about his performance in the examination.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

Efforts are made by the college authority to have a flawless examination procedure. Examination schedule is prepared well ahead and shared with the students beforehand through whatsapp groups, college website and notice board. Still if any student is found to have any grievance, are advised to contact the grievance cell at the college.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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.

The college is bound to follow the syllabus framed by the affiliating university (Kazi Nazrul University, Asansol). However, following UGC guide line the university has provided a Learning Outcome based CBCS syllabus for all courses taught in the college. So, the college has little scope to experiment with the syllabus at its own. However, the students are taught in such a way so that they can apply their learning in real life as well while appearing for various competitive examinations.

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

Programme outcomes and course outcomes are evaluated by college authority in the following manner

- Enumeration Survey is conducted to collect primary data and using the data different real life hypothesis are tested.
- Applications of the theory taught are well exercised using software.
- Lab based applications are done for science subjects to enable the students about the application of the knowledge being imparted through books.

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

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

171

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://dbmcrj.ac.in/>

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)

2094019.74 INR (21,960 pound sterling at 1 pound to 95.36 INR)

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://eap.bl.uk/

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

10

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

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

7

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

9

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

Nil

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**

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
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

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
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

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)	No File Uploaded

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

5

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

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
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.

The College has always worked for the mission of providing the best possible infrastructure to create an effective teaching-learning environment through extensive and intensive use of ICT.

- There are 427 students in UG, Honours and Program courses.
- There are 03 ICT enabled smart classrooms, 01 virtual classroom and 03 seminar halls. Mathematics and Commerce Department have separate computer labs.
- A dedicated seminar hall with audio-visual facilities is in place.
- There are science laboratories in the departments of Physics, Chemistry and Mathematics and there is another

laboratory in the department of Geography.

- In the central library, there are more than 23500 text books available for students and teachers (including 780reference books). Searching e-database from the National Digital Library of India (NDL), INFLIBNET (NLIST) is available.
- The college library is equipped with printer and reprographic facility.
- There are separate common rooms for boys and girls equipped with indoor-game facilities. The girls' common room has a Vending Machine for sanitary napkins.
- The Central Instrumentation Facility (CIF) room for research purposes is proposed to be introduced.
- The college has a small Automatic Weather Monitoring Station. West Bengal Pollution Control Board has installed an Air quality & Noise level monitoring system and a Rooftop Grid Connected Solar P.V power plant(10kwt.).
- The college has a playground with volleyball, Badminton court and a gymnasium with modern equipment.
- The college has two Girls' hostel.

The Institution has a ramp for disabled students.

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.

- There is a big playground where football, badminton, cricket, volleyball competitions, and athletic events are organized regularly.
- Classrooms are available for students' society meetings. There is a dedicated space for career counselling and placement unit.
- There are indoor games (e.g., carrom, table tennis) and Yogacum Activity facilities for students, teaching and non-teaching staff.
- Two halls (Auditorium Hall and Seminar Hall) are used for different cultural activities. Seminar Hall is associated with a permanent stage with audiovisual facilities.

Regular Cultural activities:

Regular Programme

- Saraswati Puja, Annual Cultural Competitions, Independence Day, Republic Day, Netaji Subhas Chandra Bose's birthday, International Mother Language Day, International Women's Day, Biswa Kabita Divas, Birthday of C R Das and Birthday of Swami Vivekananda. Regular Sports Activities:
- Regular Programme: The college has introduced Yoga Certificate Course.
- Camps and other activities are carried out regularly. The college provides infrastructure and funds provide by the competent authority for all NSS activities.

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.

42

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)**

175000

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)	No File Uploaded

4.2 - Library as a Learning Resource

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

Library is automated using Integrated Library Management System (ILMS) KOHA

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

B. Any 3 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)	No File Uploaded

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)

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)	No File Uploaded

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

6

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

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

college has upgraded and extended the Wi-Fi facilities across the campus to facilitate hybrid mood of learning especially after facing the covid Pandemic. The college has also extended its IT infrastructure in terms of additional computers and others ICT material

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

4.3.2 - Number of Computers

79

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

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 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)

135000

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)	No File Uploaded

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.

Our college tries its best to allocate and utilize the available financial grants for the maintenance and upkeep of different sections of the college.

Laboratory: Maintenance of the instruments are done by teachers, students and laboratory attendants or technician if and when required.

Library: Accounts of visitors are recorded on daily basis. To ensure easy return, no dues certificate is issued to the students before filling the form for the final exam. Journal/magazines, daily newspapers, and employment-oriented newspapers are subscribed to on a regular basis. Users are given awareness about digital databases like NLIST and NDL.

Sports: One of our faculty members has been assigned the charge of Sports and Games. Students are given nutritious food during practice hours. The college has a big playground and a well-maintained multi-Gym.

Computers: Refilling of the cartridge, installing Antivirus, formatting and updating are done regularly.

Classrooms: Minor repair and renovation work are done. There is a full-time sweeper and a number of casual sweepers for cleaning the college campus. A full-time electrician is engaged in maintaining different electrical connections. A full-time casual Gardener is appointed for the maintenance of the garden. There is a caretaker to look after the repair and maintenance works.

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 benefited by scholarships and free ships provided by the Government during the year

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

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited 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 benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

72

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

A. All 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)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
50	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
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	View File
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	

100	
File Description	Documents
Self-attested list of students placed	No File Uploaded
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**

100	
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	View File

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**

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.**

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)	No File Uploaded

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

The students of the college are engaged in various administrative cocurricular and extracurricular activities through participation and representation in NSS, Governning Body of the college, IQAC and Students' Council of the college to reach to the marginalised polulation of the society. The mission of the students council is to extend education and services from 'college to village' for sustainable development and empowermnet of the educationally underpriviledged persons. The students of teh college are enthuistic enough to come forward making the campus ecofriendly, disable friendly and budget friendly for the college. The students of the college are used to assist and guide new comers who join the college as first semester students to acalamatize with the college environment.

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

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

The college has a registered alumni association. The association contributes a lot in the well being of the college as a whole. IN IQAC, alumni association has representative who takes active part in the functioning of IQAC to reach the goal of excellence through continuous improvement of academic, administrative affairs of the college besides motivating students to engage in games, sports, cocurricular activities, extracurricular activities and cultural events. The association also motivates students to become entrepreneur and helps students, to initiate startups through offering seed money as investors .

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)

D. 1 Lakhs - 3Lakhs

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

The vision and mission of Deshabandhu Mahavidyalaya as an institute of higher education is focused on inculcating the civilizational values in the students in the one hand and creation of ecosystem where each student shall receive opportunities to explicate his or her talent through skill acquisition and training in becoming a self reliant agent to join in job of his or her choice besides becoming an entrepreneur.

The governance of the institute is structured in such a way so that each and every student get opportunity in a friendly administrative functioning of the college and such functionings are reflective in all the strata of the administration and academic structures providing education and training to reach the goal as reflected in vision and mission.

File Description	Documents
Paste link for additional information	http://dbmcrj.ac.in/vision/
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.

The leadership of institutional head and head of the other functioning areas/departments are effectively encourages to all in college continuously to act as an autonomous entity with a sense of ownership to deliver best practices in the area of his or her function to take care of students in general and other functioning heads of the college as well. In the institutional level, each and every department functions in a decentralized manner through participation and improvement of the college as a whole. The institutional strategies are structured in the functional areas (statutory) such as Teachers Council, Internal Quality Assurance Cells, Alumni Association, Non-teaching Staff Council, Governing Body in conformity with the vision,mission and objective of the college and finally, the governing body of the college plans the strategy to accomplish the vision, mission and objective of the college as an institute of higher education.

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 strategic plans are worked out and effectively deployed to avail optimum result out of implementation of such plans. The institution in so far as functional effectiveness is concerned, distributes the areas of job responsibility among the functional heads of the various committees and subcommittees as assigned by the Governing Body of the college, IQAC of the college and Teachers Council of the college for greater effective results as discernible in the functioning of the college as a whole in a tangible manner. The college has list of functional areas which are attached to the website.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
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.

The effectiveness and functioning of the institutional bodies are discerned in the efficient and the tangible results spring from the policies as structured in the administrative setup wherein resources and area specific personals are assigned to deliver services in conformity with the rules and procedure as framed by the governing body of the college.

The college administration and governing body continuously evaluates the functioning, effectiveness of the institutional bodies to see how far they are working efficiently to cater to the needs of the students to work out a benchmark for grading the level of satisfaction through KPI (Key Performance Indicator). The

college has enterprise resource planning mechanism to see performance of each and every functional areas of the college continuously.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare mechanism to cater to the need of the teaching and non teaching staff of the college in so far as Healthcare Initiative, Financial Support Development, Group Insurance, Small Savings Initiatives through cooperative and integrating healthcare support with the Indian Railways (CLW) besides arranging healthcare support for emergency and urgent hospitalization in Railway Central Hospital of CLW, Government of India.

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

3

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

11

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

Deshabandu Mahabidyalaya as an Institute of Higher Education has well planned, structured annual performance appraisal system for teaching and non teaching staff of the college to evaluate their performance as discerned in their work. How far they have improved

their performance in comparison with previous year's Performance are measured through KPI and accordingly respective teachers are recognized and appreciated by the Governning Body of the College for their contribution in the development of college as a whole.

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 institute has an audit committee which takes care of internal and external audits (both statutory and non statutory) of financial affairs in regular basis, appointing professional audit team to evaluate management of financial affairs and improvement of treasury activities on quarterly basis. Deshabandhu Mahavidyalaya as an Institute of higher education is used to have an auditor for statutory audit as appointed by the Government of West Bengal.

The Institute as of now, has not received any negative remark as far as financial management of the college is concerned from the statutory auditor. It is important to be noted that the internal audit team points out to the bursar of the college if any lapse or lacuna is observed by them and the bursar along with accountant is used to make necessary correction pertaining to the accounting and financial management of the college is concerned. The DDO of the college who happens to be Principal of the College takes final call in the matter.

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)**210000**

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)	View File

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

Deshabandhu Mahavidyalaya, as an institute of higher education, continuously looks into the performance of financial assets of the college to optimize the return on the investment without compromising the risk aspect of the financial instruments invested by the college. The Institute keeps its deposit in scheduled Commercial Banks to receive maximum benefit of such deposits.

The Institute to mobilize funds approaches to the Commercial Organization, Industrial Organizations, Philanthropic Individuals and other Non-Government Organization to receive fund for improvement and development of infrastructure and academic resources of the college besides receiving 'government aids' as and when available.

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**

The Internal Quality Assurance cell of Deshabandhu Mahavidyalaya continuously explores the opportunities of improving performance of Teaching and Non-teaching staff of the college to get maximum

output of the academic co-curricular activities and extracurricular activities of the students which in turn make students ready to face challenges in the competitive social and institutional environment. The Quality Assurance Cell of this Deshabandhu Mahavidyalaya has institutionalized the structural and functional aspects of the different subcommittees of the IQAC to receive desired result pertaining to continuous improvement of performance of the college as a whole. The internal quality assurance cell works out strategies and develops process management parameters getting feedback from different organs/subcommittees of the IQAC, which functions as an autonomous entity involving teaching and non teaching staff of the college. The IQAC has as of now eleven subcommittees and each subcommittee is headed by a teacher and couple of members from teaching and non teaching staff of the college and alumni association. The subcommittees of the IQAC to optimize the functional efficacy of the college has been structured in the following heads as per the attachment -

File Description	Documents
Paste link for additional information	https://docs.google.com/document/d/1PvYDWGcDEDq5USDoIn16JVvHJv6tpimJ/edit?usp=sharing&oid=103847658984626004073&rtpof=true&sd=true
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 has a vision to develop Deshabandhu Mahavidyalaya as an institute of excellence in education and as such reviews its teaching learning process continuously in a structured way to benchmark the performance of teachers' in so far as effective teaching learning methods employed by the teachers concerned in classrooms environment and outdoor/project works as required in demand of the syllabus or curriculum is concerned. The teachers are used to evaluate the teaching outcome periodical intervals through performance appraisal of the students who are recipient and supposed to be benefited by the qualitative teaching learning activities. Students are motivated and stimulated through teaching learning related activities and they are observed to ascertain effectiveness in teaching learning methods and methodologies as

offered and employed by the teachers are concerned.

File Description	Documents
Paste link for additional information	Nil
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)

B. Any 3 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)	View File

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

The Institute has a tradition of promoting gender equity and gender equality among equals and to keep up the tradition of gender equity, the institute, like previous years, this year also has organised programmes to promote gender equity and gender justice continuously in relentless manner to keep up the spirit of gender equity and equality in the institutional level, which in turn also creates an ecosystem in the locality and adjacent neighbourhoods an atmosphere of respect towards women's in general, irrespective of caste class and religion. The institute in

the academic year 2021-22 has organised couple of programmes comprising Seminars, Discussion, Debate, Workshop, Psycho-Legal counselling and general counselling sessions to educate and train young students, teachers, teaching support staff and other stake holders to become gender sensitive and fair to all irrespective of positions one holds in institutional set-up and beyond. How can one be fair to all, specially to those who are in dis-advantageous position in society specifically in institutional set-up to deliver best practices as far as possible in this matter. The Institute has organised following programmes to educate and train to become gender sensitive for gender equity and equality.

Sl.no	Nature of Program	Title of the Program	Duration	No. of participant
1	College Level Workshop	Gender Awareness	11/11/2021-12/11/2021	96
2	Seminar	Gender justice for social equality	16/12/2021	126
3	Workshop	Skill Development for SHG formation for Girls Students	20/01/2022	105
4	College Level Debate	A woman can do what a man can	25/02/2022	56

File Description	Documents
Annual gender sensitization action plan	<u>The Institute is used to organise annual gender sensitization program involving all stake holders to get desired result of 'Total Sensitization of Gender Equity' through continuous action plan within the campus.</u>
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	<u>a) (i) C.C. TV cameras are installed in the campus for surveillance. (ii) Women guards are employed to ensure safety and security. b) Socio-Psycho Counselling for distressed girls students were organized in regular basis to address domestic and social problems of them in their private life affecting public exposure. c) Dedicated and exclusive refreshment room is provided in the college campus for girls students. d) Babysitter and Day care center is provided for working lady teachers and employees besides married students with children. e) The institute has also a set-up to engage very young children who come with their mother/father in their work place in games and creative activities.</u>
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	A. 4 or All 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	

The institute has integrated solid waste management system linked with Chittaranjan Locomotive Works (CLW) of Indian Railways. The college is located in Railway town of CLW (Indian Railways) wherein Solid Waste Management, Liquid Waste Management, Bio-medical Waste Management, e-Waste Management have been integrated with CLW. Chittaranjan Locomotive Works (Indian Railways) has a mechanism of collection, processing and disposal of waste products as available in the institutional installations within Railway town of Chittaranjan. However the Institute has its own waste recycling system and Hazardous chemicals and Radio-active waste management practices compatible with SOP of the Academic Institute.

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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:

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic

5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
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

A. Any 4 or all 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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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).

The institute has planned and structured programs to inculcate the practices of tolerance and harmony among teachers, students, teaching supportstaff besides administrative heads of the institute. The college authority prescribes certain values to observe/practice to promote harmony as an inclusive attitude in each and every stake holders. The initiative, which has so far been taken by the college, yealed good results in so far as its effectiveness is concerned. In organizational level the institute has a centre for language, literature and cultural studies where cultural practices encourages to enjoy regional aspirations among stake holders. The Institute is located in the Railway town and as such multilingual, multicultural, multireligious populations exchange their social practices among themselves and such practices clearly encourages to have an ecosystemin society in its geographical territory within Chittaranjan town and its neighbourhood where the college is located.

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

The institute initiates programs on sensitization of students immediate after induction of them in the college and continue the

sensitization programs till the end of final semester for each and every students of the college.

The college has two tier sensitization programs, in the tier one, programs are undertaken to sensitize 1st year students which comprised semester one and semester two. In the tier two the college authority starts programs for employees - Teaching and Non Teaching staff and students of 2nd and 3rd year comprise of 3rd, 4th, 5th and 6th semester students.

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

A. All 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

1. Vivekananda Jayanti
2. Netaji Jayanti
3. Republic Day
4. Bhasha Sahid Divas
5. Sanskrit Day
6. Teachers day
7. Hindi Divas
8. Prem Chand Jayanti
9. Basanta Utsav
10. Earth Day
11. World Water Day
12. Mahabir Jayanti
13. Baisakhi, Nababarsha, Bihu
14. May Day
15. Budhha Jayanti
16. World Environment Day
17. Tulsi Jayanti
18. Independence day
19. Gandhi jayanti
20. C.R.Das Birth Day
21. NSS Day
22. Vidyasagar Jayanti
23. Gurunanak Jayanti
24. Bengal Renaissance Day
25. National Science Day
26. Rabindra Jayanti
27. Nazrul Jayanti
28. World Aids Day
29. World Women 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 institute has been practicing the practices (as listed) as

best practices in last five years besides two more additional practices in this year.

List of best practice which have been practicing continuously by the institute-

1. Rain water harvesting and ground water recharging.
2. Organic Composit Fertilizer.
3. Continuous Evaluation of students' Performance and Preference in 'Education and Training'.
4. Integrated Education & Skill Oriented Training Program for students of the institute.
5. Research and Training Program for faculty members.
6. Check Dam for Micro Irrigation and Watershed Development.
7. Remedial Coaching and Tutorial
8. Digital Platform and Virtual Class Rooms for online Teaching Learning

The First Best Practice introduced in this session is Training for Entrepreneurship & Start-up Development. The Second Best Practice which has been introduced during the year is relating to Games and Sports for the students (both boys and girls).

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
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

The institute is focused on development of students as good citizen through proper methods of teaching and learning in humanities and social sciences in the one hand and providing attitudinal training and skill development practices on the other

hand for total development of student as self-reliant, capable persons. The institute in its mission to impart holistic development of students' personality, to get through with the challenge of engagement in future either as an entrepreneur or as job aspirants. The institute offers structured teaching learning and training to strengthen the employability of students in job market. The institute ensures training for entrepreneurship in the domain of commerce, industry and business for development of students as working professionals. The institute has MOU and linkage with industries in the industrial parks in and around Asansol and neighbouring districts. The institute also motivates students to become entrepreneur (both commercial and social entrepreneur) besides developing their own start-up enterprises. The institute has collaboration and MOU with KVIC besides others.

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

7.3.2 - Plan of action for the next academic year

The institute has resolved to introduce industrial training programs, Skill Development Programs, Entrepreneurship Development Programs, Chemical Lab Assistant Programs (for students of B.Sc. Honours and Program with chemistry as a major subject) linking with general education as provided in the college. The institute has so far identified Electrician, Surveyor, Interior Designing Professional, Professional Architect (Draftmanship), Health Care Professional like ASHA worker, Fashion Design and Dress Making Professional in collaboration with Ministry of Skill Development and Entrepreneurship (Skill India), Government of India, New Delhi, Department of Vocational Education, Government of West Bengal. The Institute is contemplating to introduce mid-day-meal initially for 1st year students (1st and 2nd semester) of the college in receiving financial support from Non-Govt. organisation, Philanthropic Individual and Business and Industrial Houses to implement mid-day-meal in the college under the title 'Annapurna Yojana'