



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1. Name of the Institution

DESHABANDHU MAHAVIDYALAYA

- Name of the Head of the institution **Dr. Sagar Chandra Bandyopadhyay**
- Designation **Principal (in-charge)**
- 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

- 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/new_web/pdf/nac/AQAR_2019_20.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

10

- 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 **No File Uploaded**

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 previous year Quality practices in teaching learning through ICT for better understanding of the subject and active participation of the students in teaching learning process was streamlined. (ii) In the institutional level inclusive teaching learning through online platforms was strengthened. (iii) Continuous reinforcement for students participation in educational practices through cultural and social activities was strengthened further. (iv) All faculty members were involved in digital content development for convenient accessibility in course content by the students. (v) Students were motivated and trained for awareness of health and hygiene to mitigate COVID19 pandemic.

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 third phase	Improvement Observed
IQAC has initiated continuous improvement program in teaching learning and teacher student relationship third phase	Improvement Observed
Students were motivated and trained to attend online classes, tutorial, mock test and examination for maximization of knowledge acquisition during lock down	Improvement Observed
Initiative for entrepreneurship development program for self-employment and self-reliance has been taken up for the students of BBA and Commerce besides other general students	Student interest and participation have been observed

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	08/09/2021

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

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• Name of the Head of the institution	Dr. Sagar Chandra Bandyopadhyay
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• Mobile	9476135340				
• IQAC e-mail address	transtar_aks@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/new_web/pdf/naac/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:	http://dbmcrj.ac.in/				
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Name	Date of meeting(s)
Governing Body	08/09/2021
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2021	19/05/2021
15. Multidisciplinary / interdisciplinary	
16. Academic bank of credits (ABC):	

17.Skill development:	
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):	
20.Distance education/online education:	
Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	7
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	698
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	30%
File Description	Documents
Data Template	View File

2.3	190
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
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	28
Total number of Classrooms and Seminar halls	
4.2	550525
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	110
Total number of computers on campus for academic purposes	
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	
Deshabandhu Mahavidyalaya has an effective mechanism for	

curriculum delivery system, in each year at the beginning of each semester the meeting of the Departmental committees take place to plan the academic activities of the Department during the semester to facilitate the students to have awareness of the academic program which will be delivered by the teachers. In the meeting of the Departmental Committees each year the syllabus of the course of study in Hons., Generic and Program are divided into units and distributed among the full-time teachers, part-time teachers, and guest lecturer according to the need of the Department. In the class routine/timetable the classes are distributed among the teachers according to the need of the CBCS system. In Deshabandhu Mahavidyalaya all teachers are used to prepare their lecture in a structured way which is distributed among the students prior to the beginning of the semester so that students can prepare themselves in their day-to-day classroom sessions. In each class according to the need of the students, structured and unstructured teaching methods are followed by the teachers to reach out to the students. Teachers are also used to engage students in debates, discussions, and dialogs to make learning more interesting.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	http://dbmcrj.ac.in/new_web/

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

The institute prepares a structure academic calendar for teaching learning process and each teacher in each department are used to work in adherence with the academic calendar of the college in process of teaching learning. Faculty members of the college in their mission to offer 'quality' teaching learning activities continuously analyzes the performance of students to know how effectively act of teaching learning affects students in their learning process and the performance of the students are continuously evaluated to upgrade teaching learning effectively.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	http://dbmcrj.ac.in/new_web/

<p>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</p>	<p>A. All of the above</p>								
<table border="1"> <thead> <tr> <th data-bbox="86 656 539 712">File Description</th> <th data-bbox="539 656 1445 712">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 712 539 898">Details of participation of teachers in various bodies/activities provided as a response to the metric</td> <td data-bbox="539 712 1445 898" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 898 539 965">Any additional information</td> <td data-bbox="539 898 1445 965" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	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			
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Any additional information	No File Uploaded								
<p>1.2 - Academic Flexibility</p>									
<p>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p>									
<p>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</p>									
<p>7</p>									
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Institutional data in prescribed format (Data Template)	View File								
<p>1.2.2 - Number of Add on /Certificate programs offered during the year</p>									
<p>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</p>									
<p>8</p>									

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

350

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

350

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

The institute offers courses relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum for creation of general awareness and use of knowledgebase data for enrichment of learning and academic activity.

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

2

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

16

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

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	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

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://dbmcrj.ac.in/new_web/

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

1648

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

89

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

The institution has an effective mechanism to address the learning level of the students. In the institutional level various programmes like discussion, debate are organized to understand the level of learning of students and accordingly students are classified in other levels such as advance learner, normal learner and slow learner.

The institution has developed a process of education and training to take care of the slow learners. To address the problems of slow learners, in the institutional level, all learners with slow learning ability are continuously motivated to act in such a way so that the ability is enhanced in each student.

The strategies adopted to level up the slow learners are as follows:

- Meeting and communicating to the weaker students their areas of weakness
- Remedial classes, supplemented by required study materials
- Monitoring the progress of the students through written assignments and the progress record maintained
- Home assignments of varying levels are provided to improve their performance and boost their confidence to perform better in university examinations

File Description	Documents
Link for additional Information	http://dbmcrj.ac.in/new_web/
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
835	28

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

In order to motivate the students beyond the scope of theoretical knowledge the institute has developed various student-centric learning methods like workshops, seminars, film shows, group discussions, field trips, institutional visit, slide shows, case study based research projects, internship etc. In the mentoring classes, doubt clearing sessions are held regularly as problem solving methodology.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	http://dbmcrj.ac.in/new_web/

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

Faculty members of the college use ICT enabled tools for effective learning process. Faculty is provided with the requisite facilities for preparation of computer aided teaching - learning material. Both faculty and students have access to the following modern teaching aids:

- The online teaching-learning facility. The platform has been put to extensive use during the pandemic times when distant teaching-learning became the only mode of communication between the teachers and the students.
- Digitization of lessons
- State-of-the-art Media Lab, Computer Labs, Language Lab and Audio-Visual room
- Interactive projectors and computers for use in seminars and lectures
- Online study materials and video lecturer are available for

students.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://dbmcrj.ac.in/new_web/

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

48

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

28

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

12

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

440 year

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

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.

Examination Committee coordinated all the internal examinations (mid-term & Unit Test) assessment) of the college before the commencement of the CBCS. The examination process included setting of question papers, evaluation of answer scripts and submission of marks within a stipulated period of time. Evaluated scripts of the mid-term/Unit Test examination were shown to the students. Marks of the Unit test were communicated to the students. Tutorials were also held on a regular basis. After commencement of the CBCS, some departments conduct the internal examination through google form, while other departments set question papers. But as the internal examination is a component of the university examination, the marks are not communicated to the students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	http://dbmcrj.ac.in/new_web/

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

Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient. Schedule of internal assessment is always shared beforehand with the students in their WhatsApp group as well as the college website. Still if any student is found to have genuine reason for absence, they are allowed an earliest available slot for appearing in the said assessment so that no grievance arises on their part and the examination system remains time-bound and efficient.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	http://dbmcrj.ac.in/new_web/

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.

Since the college is not an autonomous college, the responsibility of designing the curriculum and framing the syllabus for the UG courses rests with the affiliating university (Kazi Nazrul University). The institution follows the syllabi laid down by the affiliating university for all its subjects. However, some teachers of the college from different departments are members of the Board of Studies of the university. They contribute need-based insights and valuable suggestions when the university prepares the syllabus of different undergraduate courses. When students come to the college after being admitted, teachers from different departments orient them about the syllabus of different courses offered by the university, the learning objectives outlined in each course's syllabus, the duration of the course, and the required study materials, among other things, while taking their classes. College also organizes sessions to inform them about the choice-based credit system and address their queries. The university syllabus of different departments is uploaded on the college website such that both Teachers and students can access it

anytime. A copy of the syllabus and previous years' question papers of different semesters and different subjects are displayed in the college library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://dbmcrj.ac.in/new_web/
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 objective of the college is to provide value-based education to the students to in still self confidence among them. To evaluate the course outcomes, each department analyses the result of their students following the end semester examination and prepares a report on their performance. These reports are then discussed in an extended Teachers' Council meeting, seeking suggestions and innovative strategies for further improving pupils' performance. When the university announces the results of the odd semester, teachers from all departments counsel their students on how to enhance their performance in the upcoming even semester examinations. The college also analyses students' feedback to understand their perceptions of the institution's teaching-learning process and to inculcate need-based teaching.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://dbmcrj.ac.in/new_web/

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

190

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	http://dbmcrj.ac.in/new_web/

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)

http://dbmcrj.ac.in/new_web/index.php?option=com_content&view=article&id=151&Itemid=0

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	No File Uploaded
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)	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

0

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	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

12

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

6

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

The college has a number of committees to engage students in such activities. The college has one NSS unit. The college tries to take an active role in the upliftment of the nearby locality. The students of NSS regularly clean the College Campus and nearby road of the Chittaranjan Locomotive Works, spread bleaching powder and water the trees.

During Covid-19 pandemic the Students of the NSS unit did regular miking to raise public awareness about the Covid-19 epidemic and request them to wear a mask, maintain a safe distance and get vaccinated. In the Pandemic the students has taken to the electronic media and helped COVID affected people with oxygen cylinders, information on available beds in the hospitals and blood.

After a brief hiatus due to the Pandemic and lockdown the teaching has again started in online mode. With both the NGOs special activities were taken up. Keeping in mind the safety of the students, we work in close contact with NGOs that serves the locality. The students are coming up with new ideas and ways to reach out to the community.

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

0

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**

9

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)	View File

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**

0

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

0

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

0

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.

The College has always worked for the mission of providing the best possible infrastructure to create an effective teaching-learning environment through extensive use of ICT. Over the years the infrastructure of the institution has been upgraded keeping in mind the developments and rising demands in the education sector. State-of-the-art technology is made available in the classrooms. All the classrooms have been renovated on modern lines with Wi-Fi connectivity, Lecture Capture facility. Most classrooms are also fitted with interactive projectors and white boards. A dedicated seminar hall with audio-visual facilities is in place for regular use. Along with it, many of the big classrooms with projectors and other audio-visual facilities are also being used as seminar halls. There are science laboratories in the departments of Physics, Chemistry and Mathematics. There is also a Media Lab and a classroom equipped with computers. Computer labs are there for practical of IT related subjects. The college library is equipped with printer, reprographic facility.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://dbmcrj.ac.in/new_web/

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

The institution has adequate physical facilities which are augmented from time to time for conducting curricular, co-curricular and extracurricular activities efficiently.

Student activities involves - sports, indoor and outdoor games, gymnasium, auditorium, NSS, NCC, cultural activities, public speaking, communication skills development, yoga, health and hygiene etc.

The auditorium is available for extracurricular activities of the institution like cultural functions, orientation programmes, medical camps and college fest and awareness seminars. A stage in the common ground is also used for cultural activities and functions like celebration of Independence day, Republic day etc.

The ground of the Institution is used for the Annual Sports Meet. The ground is also used for sporting activities like cricket, badminton.

Common Room is equipped with Carrom board, Table Tennis board and Chess board. Yoga cum Activity Room are available in the campus.

Gymnasium Room is equipped with modern gym equipment (Exercise Cycle, Exercise Ball, Treadmill, Fitness Bench, Twister machine etc.) for exercising.

Yoga cum activity room is there with the whole room covered by yoga mats and it is also used for practicing dance and other co-curricular activities.

Classrooms are available for students' society meetings. There is a dedicated space for career counselling and placement unit.

Camps and other activities are carried out regularly. The college provides infrastructure and funds for all NSS activities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://dbmcrj.ac.in/new_web/

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

2

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

2

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://dbmcrj.ac.in/new_web/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)**

1.5

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)

Library is not automated. During COVID 19 pandemic and lockdown nothing substantial has been done.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	http://dbmcrj.ac.in/new_web/

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)	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

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

0

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

As the college was inaccessible during the assessment period due to Pandemic related restrictions, Wi-Fi facilities could not be updated.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://dbmcrj.ac.in/new_web/

4.3.2 - Number of Computers

74

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

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)

1.5

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.

Physical, academic and support facilities that the college have are assets that need to be maintained regularly. Yearly review is done of all the facilities available both in-campus and off-campus and initiatives are taken for general maintenance as well as up gradation in order to upkeep and improve the facilities. Advanced facilities are introduced as and when required in order to serve the stakeholders in a better way and to ensure the fulfilment of

its stated vision and mission.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://dbmcrj.ac.in/new_web/

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

0

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 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

70

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	http://dbmcrj.ac.in/new_web/
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

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)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

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

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

1

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

18

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

0

File Description	Documents
Upload supporting data for the same	View File
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 Union of the college works for the wellbeing and benefit of the students in a continuous way throughout the year to motivate students to participate in games, sports, cultural programmes and co-curricular activities for all-round total development of personality of the students to meet the challenge in future life. Students Union is used to organize, involving students co-curricular activities, sports activities, social activities, outreach programme throughout the year. Departmental academic programmes like Workshop, seminars and webinars are organized by the Students' Council with the guidance of the teachers.

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

0

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

Deshabandhu Mahavidyalaya, Chittaranjan has a vibrant alumni association which is proactive in nature in all possible count. In this railway town, most of the students come in this college from the families of railway employees who are mostly ex-students of this college and members of the alumni association as well. At present, the alumni association has 956 members and each of them contributes in some way or other in the wellbeing of this college. IQAC of Deshabandhu Mahavidyalaya has set a target of 15 annual growth in the membership of alumni association to make ex-students as one of the strongest pillar for future growth of this college. The college administration has focused on the involvement of ex-students in upwardly improvement of the college through social networking which shall contributing in turn in the social and community development of the area as a whole.

Alumni Association is used to meet once in every alternative month to discuss the development relating to activities undertaken by the Alumni Association with a view to contribute in the developmental works in the college in general and academic affairs in particular.

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

The governance of the institution is fully active in accordance with the vision and mission statement reflecting the goals and objectives of the institution. The institution attempts to impart

a complete education that will enable the students to face the challenges of a rapidly changing society and prepare them attentive, socially responsible and people-centred members of the community.

The institute have been introduced job-oriented self-financing degree courses to improve the employability of students by making them skilled and globally competent.

In COVID-19 pandemic, the institution has specially upgraded itself in online teaching and e-learning for knowledge sharing.

File Description	Documents
Paste link for additional information	http://dbmcrj.ac.in/new_web/
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 Governing Body and the Teachers' Council of the institution in consultation with the Principal provides leadership in all academic and institutional practices. The Principal co-ordinates on all academic matters through the Heads of Departments who are appointed on a rotational basis.

The inclusion of teachers' representatives in the Governing Body of the College enables the faculty members to participate in different academic discussions and often play a role in decision-making. The Teachers' Council too is a platform where power works through decentralization. Decisions are being taken on the basis of mutual discussion and consent. The entire process of participation and decentralization is co-ordinated by the Principal. Students' opinion and feedback have also been given due value wherever necessary.

File Description	Documents
Paste link for additional information	http://dbmcrj.ac.in/new_web/
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 institution has been using ICT for teaching learning purposes since 2010. Along with immense use of computers for classroom teaching, the college had provided laptops, with smart board enabled classrooms, making ICT an integral part of the teaching learning process. The institution has been quick to adopt to online teaching during the pandemic and subsequent lockdown.

Teaching and Learning: Remedial and mentoring classes are augmented to normal classes so that they may overcome learning difficulties.

Examination and Evaluation: Semester examinations and Continuous Internal Evaluation are the methods through which students are evaluated. In case of Semester examinations, evaluation is done by University appointed teachers for unbiased and impartial assessment. Marks of internal evaluations obtained by the students are added to the score of semester examinations.

Library, ICT and Physical Infrastructure / Instrumentation: The college library is equipped with an ever-growing stock of books, magazine and journals. ICT facilities have been provided to each department.

Admission of Students: Admission of students is done purely on the basis of merit and the entire process is done online, following University rules.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	http://dbmcrj.ac.in/new_web/
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 Governing Body as per the Constitution of the college has 10 members in all. It comprises of The President, The Secretary, The Principal being an ex-officio member, while there two Teacher Representatives and 1 Non-Teaching Staff Representative and one student representative.

The Principal is vested with the day to day running of the college. The Principal along with the IQAC Coordinator, Departmental Heads, the Teachers' Council coordinates and mobilizes the entire work process of the college.

File Description	Documents
Paste link for additional information	http://dbmcrj.ac.in/new_web/
Link to Organogram of the Institution webpage	http://dbmcrj.ac.in/new_web/
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	No File Uploaded
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 College undertakes following welfare activities for both the teaching as well as non-teaching staffs-

GSLI staff cooperative and welfare initiative

All the statutory leaves are granted to the faculty members and 'On duty leaves' are given to the teaching staffs for attending Orientation Programme and Refresher Course. Group D staffs are provided with conveyance allowance, lunch allowance etc. The Grievance Redressal mechanism is there for all staffs.

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

2

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

13

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

There is an Internal Performance Appraisal system for all its staff members lead by the Principal of the Institution. As per requirement the Principal screens and evaluates the performance of all its staff and communicates the fields of development or the

overall performance annually. The students at the end of their course provide an online feedback about all the teachers subject wise. There are Grievance Redressal and Suggestion box placed at specific locations in the campus where the students can address their query which is also evaluated by the Principal. Using online feedback system data is also obtained from the students regularly and these are closely analysed and evaluated by the Principal. The outcomes are discussed by the principal with the staff members in a total confidential manner.

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

Institute conducts external and internal audit of the college in regular basis. For the audit of Financial year 2019-2020 , M/s K. C. Gosh and Associates audited in the month of Oct 2019, January 2020, April 2020 and July 2020 and expressed their satisfaction in so far as financial audit is concerned Independent Auditors report for financial year 2019-2020 was also received from M/s Amit Agarwal and Co. Internal auditors report for financial year 2019-2020 was in compliance with the standard of auditors benchmark and complied with the stipulation of Govt. of West Bengal and UGC New Delhi.

File Description	Documents
Paste link for additional information	http://dbmcrj.ac.in/new_web/
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)	View File

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

The institute has developed strategies to mobilize funds for total development of college infrastructure and resources to meet the demand of the aspiring students, who aims to reach the goal of excellence through learning and training for development of career and becoming 'atmanirbhar' in future.

The institute reaches to all perfection donors in around Chittaranjan to contribute in institute building more precisely in the development of infrastructure and resources. In the meeting of the governing body it was resolved to approach the head of the industrial and commercial enterprises for their contribution either in cash or in kinds. The college has so far approach to the General Manager of Chittaranjan locomotive works, Chairman and Managing Director of Eastern Coal Field Limited , Tata Power corporation, Damodar Vally corporation, General Manager, Shyam Plant Limited, Durgapur Steel Project beside writing to the local MP and MLA to have their contribution to from their area development fund. The institution also approach some caution having commercial enterprises in the local area. Institute expected to receive contribution from the Industrial and business head of the area. College is situated for their contribution in the year 2022-23.

The institute shall utilize the fund to construct class rooms, science laboratories, Skill development centre besides developing indoor games facilities for girls' students specially.

Chittaranjan locomotive welfare organization have also been approach to the support to the royal student of the college in making them empower.

File Description	Documents
Paste link for additional information	http://dbmcrj.ac.in/new_web/
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 IQAC has aimed at organizing programmes on Gender Sensibility which seek to make the students aware of gender justice and gender equality issues.

The IQAC has focused on Mental Well-Being programmes and workshops particularly for the students. These programmes have tried to address the variety of mental health issues faced by the students coming from multicultural backgrounds and from different cities. The discussions help the students to identify their areas of concern and the interactive sessions give them the opportunity to vent their anxieties and woes.

The above programs are now held at regular intervals and have become an essential part of the institute calendar. Even during the period of pandemic and lockdown, such sessions were held on the virtual platform to take care of the students' mental health and to uplift their spirits.

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

Along with the Teachers' Council the IQAC periodically reviews the students' progression; the advanced and the slow-learners are accordingly addressed in the Remedial classes. Students have been oriented towards ICT facilities available at the college and

during the lockdown.

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://dbmcrj.ac.in/new_web/
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 the mechanism for delivering the practices of "Gender Equity" among the students, teachers and teaching support staffs. As a major the institute has so far practices following measures to inculcate the sense of Gender Equity among to stack holders, more specifically among the girls' students. In the college campus pictorial poster, special lectures, seminars, debates are held regular basis to create awareness among the students to practice in such a way so that they can develop the idea of respect for Gender Equity. Students and teachers also

promote Gender Equity to plays street drama, dance-drama etc.

File Description	Documents
Annual gender sensitization action plan	http://dbmcrj.ac.in/new_web/
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	http://dbmcrj.ac.in/new_web/

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

C. Any 2 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 well structure waste management facility in adherence with waste management parameters practice in national level. The institute has located in the railways towns of Chittaranjan which is first is first Railway Locomotive Engine factory. The CLW has its own waste management system which is comfortable with the working in alliance with CLW, and the facility of solid waste management, liquid waste management, and biomedical waste management has also been develop. However the college has the separate waste management facility in the college in micro-level 6 separate pits separate waste drums are kept in different strategies location in college and the drums are sifted to the pits in daily basis to keep the college campus clean and environmental fresh.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	http://dbmcrj.ac.in/
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:

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

A. Any 4 or All of the above

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

A. Any 4 or all of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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).

To develop the culture of inclusive environment for students, teachers, teaching support staff the institute takes care of all

irrespective of gender, caste, class and religion. To get manifestation of brotherhood tolerance among the stake holders in the college campus and outside the college campus the institute continuously promotes the culture of inclusive policies to influence the spirit of belongingness in the students, teachers and teaching support staff members. The institute does not tolerate the cultural, social, political, linguistic and religious hegemony among the stake holders in the college canteen and in widest perspective in the society as a whole. The institute always advances the philosophy of participation an inclusively in all areas of life.

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 has organized programmes for sensitization of students, teachers and other employees of the college of the constitutional obligations, human values, individual and organizational rights and duties, value of respect for others and responsibilities as a member of society and in wider perspective as citizen. The institute in the academic year 2020-21 had organize four 'one day online programs' to sensitization value driven programs for inculcating and developing the sense of respect for values and its application in individual and society for harmony as eco-system, where each one shall respect others and take care of others as 'person' as such.

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

A. All of the above

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

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

Institute has celebrates/organizes following national and international commemorative days, events-

Independence Day, World Philosophy Day, Guru Nanak Birthday, Teachers Day, Christmas Day, Gandhi Jaynti, Swami Vivekananda Birthday, Netaji's Birthday, Republic Day, Saraswati Puja, Rabindra Jayanti, Womens Day, Deshabandhu Chittaranjan Birthday, World Science Day, International Mother Language 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.

Inclusive participation by teachers, students and teaching supports staff and members of the alumni association in functioning of the college for continuous improvement of the system and development of the college. Skill development of the students for employability enhancement in a continuous way. Program for health awareness for the students to avoid health hazards.

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

The institute is distinctive in its nature in so far as teaching, learning, games and sports are concerned. The institute always motivates and appreciates students for participation in games, sports and cultural events in University level and district level programmes which in turn makes our students feel as inclusive agent of institutional growth. The institution has developed a program in collaboration with sports organization of Chittaranjan Locomotive works of Indian Railways to provide training, to students (both boys and girls) in games and sports.

During the experience of COVID 19 pandemic and lockdown the institute has prioritize to develop a teaching learning platform which shall enable students to have the feel of 'real class room like' learning facility for uninterrupted teaching learning opportunities.

The institute has also prioritize to develop infrastructure for skill development programs for students to enable them to become employable, be it self-employed or employed by others as skill human resources. The institute is aiming to make student 'admbirbhar' in true sense of the term the area of thrust for our college is skill development, incubation for start-up development and employment for youth of this institute besides others in the locality.

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

In the next academic year the institute shall prioritize to walk out teaching-learning methodologies , keeping in view pandemic COVID 19 situation to coup up with the happenings which took place in future like pandemic. The institution is working now to find out solution to offer uninterrupted teaching learning in dual or blended mode i.e. to find out solution for blended mode of teaching learning where students shall get opportunities to explore the beauty of teaching learning in unique way which shall enable to learners to internalize the content of teaching and interpret their understanding of the subject in their own way. New methods and methodologies shall make learners to become imaginative, creative and research minded to present their thoughts in their own way and pave the path of new dimensions of teaching learning.

The institute has also planned to develop a centre for language, literature and cultural studies in relating the departments of Bengali, English, Hindi and Sanskrit.