



The Annual Quality Assurance Report (AQAR) of the IQAC

Dinabandhu Mahavidyalaya, as a NAAC-accredited institution, submits herewith its annual self-reviewed progress report or Annual Quality Assurance Report (AQAR). The AQAR is being sent through the IQAC of Dinabandhu Mahavidyalaya. The report, as per the recommendations of the NAAC, details the tangible results achieved by Dinabandhu Mahavidyalaya in key areas, specifically stressed upon by the institutional IQAC at the beginning of the academic year. This AQAR, corresponding to the academic session stretching from July 1, 2016 to June 30, 2017, is also a detailed document of the results of the perspective plan worked out by the IQAC.

Part – A

1. Details of the Institution

1.1 Name of the Institution

1.2. Address Line 1

City / Town :

State :

Pin : :

Institution e-mail :



Address Contact Nos.

Land: 03215-255044,

Mob: 09635753261

Name of the Head of the Institution:

Dr. Biswajit Ghosh, Principal

Tel. No. with STD Code:

033--24418323

Mobile:

9477406744

Name of the IQAC Co-ordinator

Dr. Sujit Kumar Kar

Mobile:

9433330115

IQAC e-mail address:

iqacdbm@gmail.com



1.3. NAAC Track ID (For ex. MHCOGN 18879): ____ None

1.4. Website address:

www.dinabandhumahavidyalaya.org

Web-link of the AQAR:

http://www.dinabandhumahavidyalaya.org/pdf/AQAR-2016-2017.pdf

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details :

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1.	1 st Cycle	B		2004	2009
2.	2 nd Cycle	B	2.30	2016	2021
3.	3 rd Cycle				
4.	4 th Cycle				

1.6. Date of Establishment of IQAC : DD/MM/YYYY

03/01/2005

1.7. AQAR for the year (*for example 2010-11*) :

2016-2017

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

i) After second cycle : none



1.9. Institutional Status :

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Types of Institution : Co-education Men Women

Urban Rural Tribal

Financial Status : Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing 0



1.10 Type of Faculty/Programme

Arts Science Commerce Law

PEI (Phys. Edu)

TEI(Edn) Engineering Health Science

Management

Others(Specify) :

Distance Education under

- i) Netaji Subhas Open University
- ii) Kalyani University
- iii) Rabindra Bharati University

1.11 Name of the Affiliating University (for the Colleges) :

West Bengal State University, Barasat

1.12 Special status conferred by Central/ State Government— UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt./University State

University with Potential for Excellence NO UGC-CPE NO



DST Star Scheme

NO

UGC-CE

NO

UGC-Special Assistance Programme

NO

DST-FIST

NO

UGC-Innovative PG programmes

NO

Any other(*Specify*)

NO

UGC-COP Programmes

NO

2. IQAC Composition and Activities

2.1 No. of Teachers

2016-2017 =7

2.2 No. of Administrative/Technical staff

2016-2017 =2

2.3 No. of students

0

2.4 No. of Management representatives

0

2.5 No. of Alumni

0

2.6 No. of any other stakeholder and community representatives

2

2.7 No. of Employers/ industrialists

0



2.8 No. of other External Experts

0

2.9 Total No. of members

2016-2017=11

2.10 No. of IQAC meetings held

2(dates of meeting: 23.8.2016,
15.11.2016)

2.11 No. of meetings with various stakeholders: No.

17

Faculty

16(one with each faculty)

Non-Teaching Staff

1

Students

0

Alumni

0

Others/Guardians

0

2.12 Has IQAC received any funding from UGC during the year? Yes

No

If yes, mention the amount :

Nil

2.13 Seminars and Conferences (only quality related)

(i)No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC:

Total No

International

National

State



Institution Level

1

(ii) Themes

Topic: **College Management**, Speaker: **Prof. Basab Choudhury**, Vice Chancellor, West Bengal State University.

2.14 Significant Activities and contributions made by IQAC : NA

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of actions adopted and achievements by the IQAC during 2016-2017

Plan of Action	Achievements
1.To implement the unfinished jobs according to the plan adopted in 2015-2016.	1.Concrete measures were taken to implement the unfinished jobs according to the plan adopted in 2015-2016.
2.To make necessary arrangements of space and apparatus for enabling Rainwater Harvesting.	2. Adequate space has been made and required instruments purchased through which Rainwater Harvesting has been started.
3.To establish a Butterfly Garden in the campus.	3. A Butterfly Garden has been established in the college campus close to the main gate.
4.To make the campus electronically surveillant.	4. 12 CCTV cameras have been installed at key points across the campus and the LED monitor has been installed in the Principal's chamber.
5.To install water purifiers in the college premises to provide pure drinking water to students teachers and office staff.	



<p>6.To renovate the boys' and girls' toilets.</p> <p>7.To purchase sports items and latest apparatus and accessories for the gymnasium and install the same.</p> <p>8.To establish a museum in the Department of Zoology to showcase significant specimens as well as species of flora and fauna that would help students in their study.</p> <p>9.To set up a Medical Unit.</p> <p>10.To establish a Cheap store along with Xerox facility.</p> <p>11.To set up a staff recreation room.</p> <p>12.To do renovation/maintenance of Hostel, old building, fencing, plumbing, electricity, toilets repairing, water purifier.</p> <p>13.To install a Weather station in the department of Geography.</p> <p>14.To set up an Enquiry counter.</p> <p>15.To complete the Examination room, with financial help from the MLA(BEUP) fund.</p> <p>16.To renovate the cycle shed.</p> <p>17.To set up a Server Room.</p>	<p>5. Water purifiers have been installed at a few points across the college premises.</p> <p>6.The boys' and girls' toilets have been thoroughly renovated and new toilets for both boys and girls have been constructed.</p> <p>7. Several new sports items and latest apparatus and accessories have been purchased for the gymnasium and installed therein.</p> <p>8. A museum has been established in the Department of Zoology.</p> <p>9. A Medical Unit has been set up for taking care of students in case of any medical emergency. A room immediately adjacent to the main gate has been devoted exclusively to house this Unit.</p> <p>10. A Cheap store equipped with Xerox facility has been established in the premises.</p> <p>11. A recreation room meant for the staff has been set up.</p> <p>12.Thorough renovation of Hostel alongside renovation/maintenance of old building, fencing, plumbing, electricity, repairing of toilets, water purifier have been done.</p> <p>13.A Weather station has been installed in the department of Geography</p> <p>14.An Enquiry counter has been set up immediately beside the entry point to the</p>
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<p>18.To sign Memoranda of Understanding (MoU) with Gobardanga College regarding holding of Inter-college lecture.</p> <p>19.To build a pavement (concrete) leading to the auditorium.</p> <p>20.To display the College map in the campus.</p> <p>21.To set up a Help Desk.</p> <p>22.To purchase van, belcha, spade and 6 garbage drums for cleaning the campus.</p> <p>23.Measures to be taken for the publication of print journals and wall magazines by the academic departments.</p> <p>24.Measures to be taken for building a volleyball court.</p> <p>25.Measures to be taken for building a kho-kho court.</p>	<p>campus for the convenience of students and anybody who needs to know anything or location of any section of the college building.</p> <p>15.An Examination room has been completed with financial help from the MLA(BEUP) fund.</p> <p>16.The cycle-shed has been thoroughly renovated.</p> <p>17.A Server Room has been set up for housing the system that runs the entire computer network of the college.</p> <p>18.An MoU has been signed with Gobardanga College regarding holding of Inter-college lecture.</p> <p>19.A pavement of concrete has been built leading to the auditorium.</p> <p>20.The College map has been displayed on a display board near the entry to the campus.</p> <p>21. A Help Desk has been set up to address various queries and problems faced by students.</p> <p>22.Van, belcha, spade (1 each) and 6 garbage have been purchased for regularly cleaning the campus and maintaining hygiene in it.</p>
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	<p>23. Measures have been taken to motivate the departments to publish print journals and wall magazines.</p> <p>24. Necessary steps have been taken for building a volleyball court.</p> <p>25. Arrangements have been made to initiate work on building a kho-kho court.</p>
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** Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body : Yes No

Management Syndicate Any other body

Provide the details of the action taken



Part – B Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the programme	Number of existing programme	Number of programmes added during the year	Number of self-financing programmes	Number of value added/ career oriented programmes
PhD				
PG	01		01	
UG	19		01	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others	Kalyani University (PG-04) Rabindra Bharati University (PG-05) Netaji Subhas Open University (UG-04, PG-10, Certificate-01)			
Total				
Interdisciplinary	None			
Innovative	None			



1.2(i) Flexibility of the Curriculum: CBCS/Core/Elective option /open options (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	01
Trimester	00
Annual	03

1.3 Feedback from stakeholders*
(On all aspects)

Alumni

Yes

Parents

Yes

Employers

0

Students

Yes

Mode of feedback : Online

Manual

Yes

Co-operating schools (for PEI)

0

***Please provide an analysis of the feedback in the Annexure**

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

NO

1.5 Any new Department/Centre introduced during the year. If yes, give details. :
None



Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty:

Total	Principal	Assistant Professor	Associate Professor	Librarian	Professors	Others (PTT)	Reader /SGL
50	1	31	7	2	0	9	0

2.2 No. of permanent faculty with Ph.D. :

21

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professor		Associate Professor		Professors		Others(Librarian)		Total	
R	V	R	V	R	V	R	V	R	V
6	3	0	3	0	0	0	0	6	6

2.4.No. of Guest and Visiting faculty and Temporary faculty

18(Guest)(UG)

7(Visiting faculty((PG)

2.5. Faculty participation in conferences and symposia :

No. of Faculty	International level	National level	State level
Attended	11	22	0
Presented papers	11	13	4
Resource Persons	0	1	8
Poster presentation	0	5	0
Short Term Course	0	3	0



2.6. Innovative processes adopted by the institution in Teaching and Learning:

The institution has been adopting several innovative steps with the avowed aim to make the teaching-learning process more effective.

The foremost among these have been the updating of the routine at regular intervals, use of smart classrooms, taking necessary steps to get wall magazines published by the students of various departments under the supervision of the teachers, analysis of test results and counselling of students based on the results of the analysis, regularly holding remedial coaching and tutorial classes for weaker sections of the students, felicitation of students who have scored more than 60 % marks in the university examinations.

Information is provided to students through prospectus and notice boards placed in prominent positions across the campus. The college has been taking necessary measures to provide financial assistance to the needy students by state govt., central govt. and other agencies. College provides support services to SC, ST, OBC, as well as economically weaker and physically disabled students and provides them with the facility of coaching classes so that they can successfully tackle various competitive exams and skill development courses. Support is also given to slow learners. Support services are provided to students for facing difficult examinations like the NET and the SET.

The institution has a structured mechanism for career guidance and placement of the students through the Entry in Service scheme granted by UGC and a number of seminars on career guidance has also been conducted. A counselling camp was organized by the personnel of BMA Wealth Creator, Kolkata, an IT company, and 5 students out of 37 were selected.



The college is sensitive to grievances and sexual harassment of students and devotes most sincere efforts to redress them through its Internal Complaints Committee which works for women empowerment and sensitizing and spreading awareness among all through its various awareness programs round the year. The Internal Complaints Committee has been thoroughly reconstituted.

To provide utmost help to students, drop boxes to receive complaints have been placed in the Principal's office. The students' union of the college is very active and extends their support to various academic and administrative bodies apart from considering the interest of the general students. The Botany laboratory has been thoroughly extended and remodelled, and is fully operational.

The central library has been fully overhauled. Apart from physical books, it now includes 6237+ e-journals titles and 31,35,809+ e-book titles which can be accessed online under the N-LIST registration. 33 text books, 27 reference books, and 16 journals have been added to the 56 journals taking the total to 72. Moreover, 2025 digital databases have been newly added, taking the total to 12480.

Annual academic calendar has been prepared.

2.7. Total No. of actual teaching days during this academic year :164(open=249)

2.8. Examination/Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) : Nil



2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop: **03**

2.10. Average percentage of attendance of student 75%

2.11 Course/ Programme wise distribution of pass percentage (2017)

Title of the Programme	Total no. of students appeared	Pass	I Class	II Class	III (G+P)	Distinction
B.A. Honours	224	213	10	158	13	0
B.A. General	1421	1110	1	86	426	0
B.Sc. Honours	85	81	13	59	4	0
B.Sc. General	113	107	8	43	16	0
B.Com. General	3	3	0	1	0	0

2.12. How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning

The IQAC contributes its bit in improving the teaching-learning process via the following measures, namely routine updating at regular intervals, use of Smart classrooms, taking active part in getting wall magazines published by the students of various departments, analysis of test results and counselling of students, holding remedial coaching and tutorial classes for weaker section of the students. The IQAC ensures transparency and accountability by disseminating information among students through website, prospectus, and notice boards in the campus.



Concerned with the performances of students, the IQAC provides utmost support to slow learners as well. Support services are provided to students in order to enable them to face examinations like NET, SET. The IQAC helps maintain the structured mechanism the institution has for career guidance and placement of students in the form of Entry in Service scheme granted by UGC. The IQAC also maintains regular contact and interaction with the students' union of the college so as to remain abreast of the various needs and demands of the students. The overall cleanliness of the campus is also carefully monitored by the IQAC. The NLIST registration has made it possible for teachers and students to access online 6000 e-journals and more than 97000 e-books, 12480 digital databases. IQAC also monitors the preparation and publication of the Annual academic calendar and the college prospectus. The IQAC further encourages teachers in updating and enriching themselves continuously by regular research work, participation in Refresher Courses and Short-time Courses, etc..



2.13. Initiatives undertaken towards faculty development :

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	2
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	1
Faculty exchange programme	
Staff training conducted by the University	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, Short-Term Course etc.	3
International Scientist Exchange Programme of INSA	
Others (PhD. Course Work)	2

2.14. Details of Administrative and Technical staff :

Category	Number of Permanent Employees	Number of vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff				
Group B=3	1	2		
Group C=8	0	8	0	34
Group D=18	5	13		
Technical Staff (Laboratory Attendant)=20	11	9		
Hostel	5	6	0	0



Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution:

Teachers are provided facilities to attend seminars, symposiums, conferences and encouraged to pursue their research work under the scheme of MRP, FDP, Refresher and Orientation Programmes. Initiatives are taken to upgrade the laboratory facilities in order to conduct basic research activities and motivate students towards scientific enlightenment.

3.2. Details regarding Major Projects :

	Completed	On-going	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

3.3. Details regarding Minor Projects:

	Completed	On-going	Sanctioned	Submitted
Number	1	1	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil



3.4. Details on research publications:

	International	National	Others/Regional
Peer Review Journals	20	4	1
Non-Peer Review Journals	0	2	2
e-Journals	0	0	0
Conference proceedings	0	3	1

3.5. Details on impact factor of publications: NA

Range Average h-index Nos. in SCOPUS

3.6. Research funds sanctioned and received from various funding agencies, industry and other organizations:

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify) Project in collaboration	3 years	National Science Centre in Poland (grant no. 2016/21/B/NZ8/02974, dated 24 January, 2017).	INR 54,18,823 PLN 3,16,714	INR 7,65,000 (to be utilised through college) PLN 47,430
Total				



3.7. No. of books published i) With ISBN No.

3

Chapters in Edited Books

15

ii) Without ISBN No.

0

3.8 No. of University Departments receiving funds from

UGC-SAP

NA

CAS

NA

DST-FIST

NA

DPE

NA

DBT Scheme/funds

NA

3.9. For colleges

Autonomy

Nil

CPE

Nil

DBT Star Scheme

Nil

INSPIRE

Nil

CE

Nil

Any Other (specify)

Nil

3.10 Revenue generated through consultancy: Nil

3.11. a) No. of conferences/seminars organized by the Institution:

Level	International	National	State	University	College
Number	0	0	0	0	7
Sponsoring agencies	0	0	0	0	College-6 IQAC-1



b) No. of conferences/seminars organized by the History Club:

Item	No.
Seminar	0
Conference	1

3.12. No. of faculty served as experts, chairpersons or resource persons :

3.13. No. of collaborations : International National Any other

3.14. No. of linkages created during this year:

3.15. Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Totals

3.16 No. of patents received this year :

Type of Patent		Number
National	Applied	NIL
	Granted	
International	Applied	
	Granted	
Commercialized	Applied	
	Granted	

3.17. No. of research awards/ recognitions received by faculty and research fellows of the institute in the year : NA

Total	International	National	State	University	Dist	College



3.18. No. of faculty from the Institution who are Ph. D. Guides
and students registered under them

3.19. No. of Ph.D. awarded by faculty from the Institution

3.20. No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones):

JRF SRF Project Fellows Any other

3.21. No. of students Participated in NSS events:

University level State level
National level International level

3.22. No. of students Participated in NCC events:

University level State level
National level International level

3.23. No. of Awards won in NSS:

University level State level
National level International level



3.24 No. of Awards won in NCC:

University level	NIL	State level	4
National level	3	International level	1

3.25. No. of Extension activities organized :

University forum	NIL	College forum	NIL
NCC	5	NSS	6
		Any other	NIL

3.26 Major activities during the year in the sphere of extension activities and institutional social responsibility:

- i) The college website is upgraded regularly to keep students and all concerned updated with latest information.
- ii) Developmental efforts as well as notifications inviting tenders from reputed concerns for the same are announced through the website.
- iii) Online admission facilities have been implemented for smooth and transparent accomplishment of the process.
- iv) One Virtual Classroom has been activated with a rupees 3-lakh grant from the Govt. of West Bengal. RTI Cell, Grievance Redressal Cell, and Internal Complaints Committee are fully functional to provide consultancy to the concerned person.
- v) A Green Zone has been created in order to maintain a pollution-free atmosphere.
- vi) The cleanliness of the campus is regularly maintained.



vii) Governing Body meetings are held at regular intervals to discuss issues related to the development and improvement of the institution. The resolutions are implemented at the earliest.

viii) Staff Co-operative Fund has been generated to provide emergency loan to the staff members in need.

ix) EPF of the casual employees of the college which had been initiated in December 2012, was finally officially approved by the Governing Body and registered.

x) Adequate space has been made and required instruments purchased through which Rainwater Harvesting has been started.

xi) CCTV cameras and Water purifiers have been installed across the college premises.

xii) A Medical Unit, a Cheap store with Xerox facility, and a Weather station have been set up.

xiii) An Examination room for conveniently conducting the University and college examinations, and an Enquiry Counter, a Server Room, Help Desk, and hoardings for displaying notices of seminars, etc. have been set up.

xiv) “Collage of Thoughts: A Collection of Research Papers”, a compilation of 14 research-oriented papers and articles by the teachers of the college, bearing ISBN No.: 978-93-82251-38-5, was published in September 2016. The department of Bengali (PG) has published a departmental literary journal under the title “Katha”, with ISSN No. 1234-5695-22, in August 2016.

xv) The Alumni Association held its meetings. The Alumni of the departments of Sanskrit, Mathematics and History held a reunion in 2016.

xvi) Guardian Meetings of the various departments were held in order to keep them abreast of the progress of their wards.



Criterion – IV

4. Infrastructure and Learning Resources:

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	13.39 acres			
Class rooms	37			
Laboratories	8			
Seminar Halls	2			
No. of important equipments purchased (\geq 1-0 lakh) during the current year				
Value of the equipment purchased during the year (Rs. in Lakhs)			College	6.10
Others			1.College	1. 5.14
1. Construction				
2. Exam. Control Room.			2.BEUP (MLA Fund)	2. 4.09
(Rs. in Lakhs)				

4.2 Computerization of administration and library :

Yes



4.3. Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	14011	Not yet calculated	1060 i) Purchased=46 ii) Gifted= 138 iii) Purchased for Rem. Lib.=876	1,86,416.00 i) Purchased=7603 ii) Gifted=6690 iii) Rem books=1,72,123	15071	Not yet calculated
Reference Books	2717 (incl. 69 Braille books)	Not yet calculated	80 (incl. 5 Braille books)	39396.00	2797	Not yet calculated
e-Books	97000+ (under NLST programme)	5700.00 (cost of annual subscription)	3135809+ titles (under NLST programme)	5750.00 (cost of annual subscription)	3135809 + titles	5750.00 (cost of annual subscription)
Journals	56 issues	8390.00	16	2150.00 (cost of annual subscription)	72 issues	10540.00
e-Journals	6000+ (under NLST programme)	5700.00 (cost of annual subscription)	6237+ titles (under NLST programme)	5700.00 (cost of annual subscription)	6237+ titles (under NLST programme)	5750.00 (cost of annual subscription)
Digital Database	10455	--	2025	--	12480	--
CD & Video	12 CD 1 DVD	1000.00 (for one DVD and others are found from text books)	2 DVDs	Accompanying material with reference books of accession numbers 16767 and 16847	12 CDs 3 DVDs	1000.00 (for one DVD and others are found from text books)



4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	72	4	24	20		1	19	
Added	6	0	15	0		0	0	
Total	78*	4	39	20		1	19	

- including distance education centre

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up-gradation (Networking, e-Governance etc.):

Yes

4.6. Amount spent on maintenance in lakhs

i) ICT

10.89

ii) Campus Infrastructure and facilities

8.01

iii) Equipment

6.10

iv) Others

78.84

Total :

103.55



Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services:

- Seminars, Intra-college classes, Inter-college classes (invited lectures)
- Remedial/Tutorial coaching
- Medical Unit
- NCC/NSS
- Internet facility
- Virtual Classroom
- Career counselling by professionals

5.2 Efforts made by the institution for tracking the progression:

Students' attendance is monitored regularly and they are duly intimated if they fall short of it. Guardians, through regular meetings, are also kept cognizant with the attendance and progress of their wards. Tutorials and test examinations are conducted to assess the progress of the students. The faculty regularly meets to discuss the test results and their subsequent progress. The Students' Welfare Sub-Committee meets at regular intervals to discuss the students' needs and requirements.

5.3(a) Total Number of students:

UG	PG	Ph.D.	Others
6810	63	0	0



(b) **No. of students outside the state**

0

(c) **No. of international students**

0

Men

No.	%
3743	54.96

Women

No.	%
3067	45.04

Last year						This year						
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBCA	OBCB	Physically Challenged	Total
2047	2656	45	1641	0	6389	2047	2826	43	561	1333	0	6810

(d) **Demand ratio: 2688:5078 Dropout %: 5**

5.4 Details of student support mechanism for coaching for competitive Examinations (If any)

Classes for Competitive Examinations have been taken by distinguished teachers. A seminar for Competitive Examinations has been organized. Details of the seminar is below.

Sl. No.	Date	Topic	Institute/Speaker	Funding Agency	No. of candidates participated
1	16.8.2016	Job opportunities in Government Sectors	An IIT/IIM alumni, Moulali	Entry-in-service, UGC	171
2.	16.8.2016	Harnessing the job market opportunities in public sector	Dr. Partha Karmakar, WBES, Officer-in-charge, Muragachha College, Nadia	Entry-in-service, UGC	171

No. of students beneficiaries

Entry-in-service=171



5.5.No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6.Details of student counselling and career guidance:

The teachers are engaged in providing training for soft skill development. To this end, spoken-English classes are taken on Saturdays organized by Career Guidance section of Central Library of the College.

A number of career-oriented programmes have been organized as mentioned below:

Sl. No.	Date	Topic	Institute/Speaker	Funding Agency	No. of candidates participated
1.	20.9.2016	How to prepare yourself for Govt. Jobs	George School of Competitive Exam (GSCE)	GSCE	19
2.	2.12.2016	Awareness Programme on Skill development	The George Telegraph Training Institute	George Telegraph	35

5.7Details of campus placement:

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	42	5	0

5.8 Details of gender sensitization programmes:

International Women's Day was organized by the ICC, Dinabandhu Mahavidyalaya, on March 8, 2017.



Students Activities :

5.9.1 No. of students participated in Sports, Games and other events :

State/ University level National level International level

No. of students participated in cultural events:

State/ University level
National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10. Scholarships and Financial Support:

	Number of students	Amount
Financial support from institution		
Financial support from Government	SC=2826 ST=43 OBCA=561 OBCB=1333 Chief Minister=172 Swami Vivekananda=45 S.R. Jindal=85 Kanyashree=574	The stipends provided to students are granted by the state Government which directly credits the same to their individual accounts.
Financial support from other sources		
Number of students who received International/ National recognitions	NIL	NIL



5.11. Student organised / initiatives:

Fairs : State/University level National level

International level

Exhibition : State/University level National level

International level

5.12. No. of social initiatives undertaken by the students

5.13. Major grievances of students (if any) redressed _____ **No** _____



Criterion – VI

6. Governance, Leadership and Management

6.1.State the Vision and Mission of the institution:

MISSION- To develop and empower students as responsible future citizens through imparting education that fosters knowledge and skill, promote values as honesty, truth, equality, courage and self-respect; mould character through rigour and self-discipline and create an open mind capable of assimilating the good and rejecting the bad. The commitment is to produce well trained, morally upright and socially committed citizens and also to maintain an atmosphere perfectly conducive to learning and true enlightenment and to ensure quality in education.

VISION- The vision statement of Dinabandhu Mahavidyalaya College is to materialize the view of Swami Vivekananda, 'Education is the manifestation of perfection already in man' into reality.

- Dissemination of knowledge for academic enrichment and personal growth.
- Inculcating egalitarian, non-parochial and pluralistic values in addition to the core operative values of society.
- Imparting education that balances academic excellence per se and training for employability.
- To foster an environment of intellectual vigour and moral rectitude.
- Promotion of all-round development of students for facing all challenges.



6.2.Does the Institution has a management Information System :No

6.3Quality improvement strategies adopted by the institution for each of the following:

6.3.1.Curriculum Development:

Every department prepares its own annual academic calendar which they revise and update every year. Flexibility in choosing subject combinations is ensured. The college encourages the faculty members (member of Board of Studies) to participate in UG Board of Studies meeting. The faculty members are always encouraged to attend workshops on curriculum restructuring and modification.

6.3.2.Teaching and Learning:

Teachers employ the best practices in teaching and learning alongside engaging students actively amongst themselves as well as faculty members. Periodic assessments are made to evaluate their academic performances. The teachers also make use of modern tools of technological sophistication. Other techniques employed to enhance teaching-learning includes up-gradation of library, giving impetus to class presentations, students' seminars, wall magazines, group discussions, debates, special lectures and field visits. Teachers are provided opportunities to attend Refresher/Orientation Programmes. The Academic in-charge looks after the academic activities and ensures that they are conducted uninterruptedly.



6.3.3.Examination and Evaluation:

The college conducts regular test examinations to monitor the progress of students. Students are evaluated regularly for university examinations. The students are assessed for their comprehensive ability through class tutorials also. Faculty members meet regularly to assess students' performance. Continuous internal assessment is done for lab-based subjects in Practical papers. IQAC makes sure that Test results are published on time and results of Honours subjects are analyzed by the departmental teachers. Results of test examinations are regularly uploaded in the website of the college while the parents / guardians of students are informed of the results through a formal meeting.

6.3.4. Research and Development :

Principal investigators of on-going Research Projects are provided adequate autonomy in conducting research work. The teachers are encouraged to take up Major and Minor Research Projects. At various points of time members from different faculties are encouraged to join Faculty Development Programmes. The Research Cell is functional guides and encourages the faculty members to apply for financial grant to different agencies like UGC, DST etc. Teachers are encouraged to participate in relevant seminars and workshops. Students are also motivated to take up research projects under the guidance of their departmental teachers. Two of the teachers have been awarded Ph.D. degrees, namely Sri Ajoy Mallik, Assistant Professor of Zoology and Sri Bablu Roy, assistant professor of Botany. Dr. Raja Chakraborty, assistant professor of Anthropology, has worked in a project in collaboration with Prof. Slawomir Koziel, Hirszfild Institute of Immunology and Experimental Therapy, Polish Academy of Sciences, Poland, and has worked as an Indian collaborator in a project undertaken by Food and Nutrition Technical Assistance III (FANTA), Public Health and Community Medicine, Tufts University School of Medicine, Boston, US.



Two members of the teaching faculty have completed Ph.D. Course Work. Measures for publication of print journals and wall magazines by the departments have been taken. “Collage of Thoughts: A Collection of Research Papers”, a compilation of 14 research-oriented papers and articles by the teachers of the college, bearing ISBN No.: 978-93-82251-38-5, was published in September 2016. The department of Bengali (PG) has published a departmental literary journal under the title “Katha”, with ISSN No. 1234-5695-22, in August 2016.

6.3.5. Library, ICT and physical infrastructure / instrumentation :

The college utilizes the grants of UGC, State Government Grants and College Funds for library updating, purchase of books for central as well as departmental libraries. The NLIST registration has made it possible for teachers and students to access 6000 e-journals and more than 97000 e-books online, and a total of 12480 digital databases. The central library now has 13,978 text books, 2690 reference books, 72 issues of journals, 74 Braille books, 12 CDs and 3 DVDs. The college also provides funds for purchasing and maintaining laboratory equipment and other items required for departmental needs. Earnest efforts are made to provide ICT facilities; computerization of library has been achieved. Steps are taken to ensure regular maintenance of other physical infrastructures. Job-related guidance classes are held on Saturdays by the library staff to equip students with information literacy and to enable them to successfully face career-oriented examinations, quiz contests, debates, etc. alongside training them in spoken English. The library has devoted 2 of its 6 computers, equipped with Internet connectivity and OPAC (Online Public Access Catalogue) facility, for exclusive use by students so that they may smoothly search books and documents.



6.3.6 Human Resource Management :

Various committees have been formed with both teaching and non-teaching faculties as members to assist in the daily administration of the college. All records pertaining to the staff are meticulously maintained, including salary, PF, Leave, etc. The faculty are regularly motivated to upgrade themselves through active participation in Refresher Courses and Orientation Programmes, seminars and workshops, and Faculty Development Programmes.

6.3.7 Faculty and Staff recruitment :

Teachers have been appointed in various departments, where teaching posts had been lying vacant as per recommendations of the West Bengal College Service Commission. 2 teachers have been appointed in Physics and 1 each in Geography and Chemistry.

6.3.8 Industry Interaction / Collaboration :

NA

6.3.9 Admission of Students:

Students were admitted into various courses, to fill up general and reserved categories, strictly on the basis of merit. Notification of admission procedure, online form distribution, publication of merit list and all the important information regarding admission procedure were notified through the website. Merit list was prepared with strict adherence to Government and University norms. Success was achieved in implementing online admission procedure, facilitated by the active help from the State administration.



6.4 Welfare schemes for

Teaching	Co-operative, Group Insurance
Non-teaching	Co-operative Group Insurance , Employees Provident Fund for casual staff
Students	Health Home, Medical Unit

6.5 Total corpus fund generated(as on 31.3.2017) :

23.53 lakh

Whether annual financial audit has been done : Yes

No

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

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

6.8.Does the University/ Autonomous College declares results within 30 days?

For UG Programmes

Yes

No

For PG Programmes

Yes

No

6.9. What efforts are made by the University/ Autonomous College for Examination Reforms?

Not Applicable



6.10. What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association :

Yes

6.12 Activities and support from the Parent – Teacher Association:

Yes

6.13 Development programmes for support staff :

The office staff of the college are availing training in Computer operations at Bongaon (managed by Aptech).

6.14 Initiatives taken by the institution to make the campus eco-friendly:

Installation of dustbins at prominent points within the campus was one of the foremost initiatives taken for proper disposal of waste materials. The college NSS units majorly contributed in maintaining the cleanliness of the college ambience. Solar light system and smoke-free generator were installed. An orchard has been developed at the back of the college campus. Flower gardens are maintained both in front of the administrative building and inside the campus.



Criterion – VII

7. Innovations and Best Practices :

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. 3135809+ titles (under N-LIST programme) have been added to the digital content of the library.
2. The library has devoted 2 of its 6 computers, equipped with Internet connectivity and OPAC (Online Public Access Catalogue) facility, for exclusive use by students so that they may smoothly search books and documents.
3. Job-related guidance classes are held on Saturdays by the library staff to equip students with information literacy and to enable them to successfully face career-oriented examinations, quiz contests, debates, etc. alongside training them in spoken English.
4. A Medical Unit has been set up for meeting medical emergencies of students and the staff.
5. A Staff Recreation Room has been set up.
6. A Virtual Classroom has been activated.
7. An MoU has been signed with Gobardanga College for holding collaborative academic ventures and programmes.
8. Rainwater Harvesting has been started.
9. An Examination room has been set up for conveniently conducting the University and college examinations.
10. EPF of the casual employees of the college, which had been initiated in December 2012, was finally officially registered.
11. A delegation of 27 students was taken by 2 librarians and 2 teachers of the college on a visit to the National Library, Kolkata, on December 9, 2016.



7.2. Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year :

1. Rainwater Harvesting has been started.
2. A Cheap store equipped with Xerox facility has been established in the premises.
3. A Butterfly Garden has been established.
4. 12 CCTV cameras have been installed.
5. Water purifiers have been installed.
6. The boys' and girls' toilets have been thoroughly renovated and new toilets for both boys and girls have been constructed.
7. Several new sports items and latest apparatus and accessories have been purchased.
8. A museum has been established in the Department of Zoology.
9. A Medical Unit has been set up for taking care of students in case of any medical emergency.
10. A recreation room meant for the staff has been setup.
11. Thorough renovations of Hostel alongside renovation/maintenance of old building, fencing, plumbing, electricity, repairing of toilets, water purifier have been done.
12. A Weather Station has been installed in the department of Geography
13. An Enquiry counter has been set up.
14. An Examination room has been set up with financial help from the MLA Fund.
15. The cycle-shed has been thoroughly renovated.
16. A Server Room has been set up for housing the system that runs the entire computer network of the college.



17. An MoU has been signed with Gobardanga College regarding holding of Inter-college lecture.

18. The College map has been displayed on a display board near the entry to the campus.

19. A Help Desk has been set up to address various queries and problems faced by students.

20. A dump yard for disposal of garbage and waste material has been made in the backyard of the college for ensuring hygiene in the campus.

21. Van, belcha, spade (1 each) and 6 garbage drums for cleaning the campus have been purchased for regularly cleaning the campus and maintaining the hygiene in the campus.

22. The Alumni Association held its meetings. The Alumni of the departments of Sanskrit, Mathematics and History held a reunion in 2016.

23. Guardian Meetings of the various departments were held in order to keep them abreast of the progress of their wards.

7.3. Give two Best Practices of the institution (please see the format in the NAAC :

Self-study Manuals)

1. A Virtual Classroom has been activated .
2. A Weather station has been installed.

***Provide the details in annexure (annexure need to be numbered as i, ii,iii)**



7.4 Contribution to environmental awareness / protection:

1. A garden of Chinese grass has been built in the front of the college
2. A green-belt has been undertaken with the aim to make the premises healthy and pollution-free.
3. The college has been made a smoke-free zone, making smoking a severely punishable offence in the premises.
4. A dump yard for disposal of garbage and waste material has been made in the backyard of the college.

7.5 Whether environmental audit was conducted?

Yes

No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis):

SWOT: Yes



7.7 Plans of institution for next year:

1. Registration of Alumni Association to be done.
2. Infrastructure development, most importantly, renovation of existing classrooms to be done and new classrooms to be set up.
3. To increase the number of ICT-enabled classrooms.
4. To link the OPAC system of the central library with all the academic departments.
5. To renovate the playgrounds for outdoor games.
6. To establish Food Processing Unit.
7. To introduce Soft Skill Development programme.
8. To introduce vocational courses like Film Studies, Tourism, Journalism, and Mass Communication.
9. To establish ties with the C.A.B. for training and skill development in games and sports (particularly cricket) and development of indoor sports.
10. To set up Rainwater Harvesting Unit on the portion of the roof over the Department of Chemistry for solving crisis of distilled water.
11. To set up a separate gymnasium for female students and start self-defence training course for them.
12. To set up Employment Cell and initiate Entry-in-Service classes.
13. To introduce Community Development Programme and Adult Education.

Signature of the Coordinator, IQAC
Name : Dr. Sujit Kumar Kar

Signature of the Chairperson, IQAC
Name: Dr. Biswajit Ghosh



Feedback from the Guardians for the year 2016-2017:

1. Teacher-student meetings need to be held twice a year.
2. Internal assessment need to be done before the final examinations.
3. Guardians should be informed regarding attendance of their wards.
4. Regular evaluation of student class work / home work should be emphasized.
5. Classrooms should be cleaned properly every day.
6. Students should not attend private tuition classes during the college hours.

Feedback from the Alumni Association for the year 2016-2017:

1. Alumni Association members emphasized on the improvement of health and sanitation which was initiated and the Alumni Association met at a later date to thank the administration for satisfactory progress of health and sanitation.
2. Alumni Association members reiterated the need for increasing the number of classrooms.
3. Alumni Association members propose to create a database of former students with the help of college authority.
4. Reunion was organized on 31.7.2016.
5. Alumni would meet at their convenience to discuss elaborately the issues in connection with NAAC visit which was successfully organised by the esteemed numbers of the Alumni Association.

Signature of the Coordinator, IQAC
Name : Dr. Sujit Kumar Kar

Signature of the Chairperson, IQAC
Name: Dr. Biswajit Ghosh