



## YEARLY STATUS REPORT - 2021-2022

### Part A

#### Data of the Institution

##### 1. Name of the Institution

DURGAPUR WOMEN'S COLLEGE

- Name of the Head of the institution **DR. SEEMA SEN**
- Designation **TEACHER-IN-CHARGE**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **7679068077**
- Mobile No: **9749844457**
- Registered e-mail **durgapurwomenscollege@gmail.com**
- Alternate e-mail **dwciqac2017@gmail.com**
- Address **MAHATMA GANDHI ROAD, DURGAPUR**
- City/Town **DURGAPUR**
- State/UT **WEST BENGAL**
- Pin Code **713209**

##### 2. Institutional status

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

- Name of the Affiliating University **KAZI NAZRUL UNIVERSITY**
- Name of the IQAC Coordinator **DR. DULAL CHANDRA SEN**
- Phone No. **9433164759**
- Alternate phone No. **9830878669**
- Mobile **7679068077**
- IQAC e-mail address **dwciqac2017@gmail.com**
- Alternate e-mail address **durgapurwomenscollege@gmail.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))** [http://www.dwcollege.org/Upload/Files/AQAR\\_2020\\_2021.pdf](http://www.dwcollege.org/Upload/Files/AQAR_2020_2021.pdf)

**4. Whether Academic Calendar prepared during the year?** **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: [http://www.dwcollege.org/Upload/Files/ACADEMIC%20CALENDAR%20%20\(2020-2021\).pdf](http://www.dwcollege.org/Upload/Files/ACADEMIC%20CALENDAR%20%20(2020-2021).pdf)

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B++</b>	<b>2.77</b>	<b>2017</b>	<b>30/10/2017</b>	<b>30/10/2022</b>

**6. Date of Establishment of IQAC** **14/11/2014**

**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
<b>Institutional 1</b>	<b>RUSA 2.0</b>	<b>UGC through Department of Higher Education, Govt. of West Bengal</b>	<b>2018-2022</b>	<b>20000000</b>

**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** 13

- 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)**

IQAC has maintained regular correspondence with various stakeholders of the College to ensure the smooth running of the administrative and academic functions of the Institution during the pandemic situation & maintained regular contact with the College office to ensure the timely disbursement of various scholarships/stipends that the students used to receive. IQAC has taken the initiative to sanitize the entire college campus before opening the college in November-2021 after lockdown. Initiatives have also been taken to upkeep the laboratory, computers, classrooms, etc. so that regular offline classes can be conducted in the College henceforth. Monitoring regular online and offline classes in the lockdown and post-lockdown period and conducting online/offline examinations and evaluation as per the University norms and schedule. IQAC encouraged the departments and faculty members to adopt student-centric teaching-learning approaches and use various teaching-aids to make online and offline classes more comprehensive and interesting. IQAC also encouraged the departments to arrange seminars by eminent scholars on recent issues. Online feedback has been taken not only from the students but also from various other stakeholders, viz. alumni, faculty members and employers. The career advancement scheme (CAS) files of 09 faculty members have been scrutinized and finalized. IQAC organised the meetings of the screening committee of

CAS in coordination with the University Subject experts and Government nominees from Higher Education Department. The files were submitted to the concerned department of HED. The vaccination drive for COVID-19 has been taken in collaboration with Department of Health, Govt. of West Bengal for students and staff.

## 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
Monitoring regular online classes in the lockdown period.	Teachers have taken regular online classes through google meet, conference call, zoom, skype, whatsapp, etc. Study materials prepared by teachers, link for e-resources have been regularly provided through Whatsapp and e-mail to the students to cover the syllabus.
Sanitization of the entire college campus and up keeping of the academic facilities in the post lockdown period.	Entire college campus has been sanitized in November-2021 after lockdown. Sanitization of the entire college campus has been done at regular intervals. Steps have been taken to upkeep the laboratory, computers, classrooms, etc. so that regular offline classes can be conducted in the College after lockdown.
Conducting online/offline examination and evaluation maintaining the University norms and schedule.	Online/offline internal & end semester examinations and evaluation were conducted as per the University guidelines. During the lockdown period, practical classes were conducted through virtual labs and project works. In the post lockdown period, it was ensured that the classes were held in the college campus.
Upgradation of college website and availability of uninterrupted e-resources.	All information and notices were made available in the website. E-resources were also made available to the students and

	teachers.
Staff and students were encouraged to vaccinate (Covid 19 vaccine) themselves with family members. They are also advised to strictly maintain the covid protocols as laid by the Govt. from time to time.	The vaccination camp for COVID-19 has been arranged on 09.10.2021 in the college campus in collaboration with Department of Health, Govt. of West Bengal for students and staff. 150 nos. of students and staff have administered COVID-19 1st/2nd dose.
Career Advancement Scheme (CAS) of Teachers	The career advancement scheme (CAS) files of 09 faculty members have been scrutinized and finalized. IQAC organised the meetings of the screening committee of CAS in coordination with the University Subject experts and Government nominees from Higher Education Department. The files were submitted to the concerned department of HED.
Preparation of IIQA and SSR for 2nd cycle NAAC accreditation	Preparation is in progress
To encourage and ensure active participation of all the stakeholders in the development of the college.	IQAC has organized online/offline meetings with Teachers and Non- Teaching staff of the college to discuss several aspects regarding maintenance and development of the college.
Teachers were encouraged to organise and participate in the national and international webinars.	Teachers organised and also participated in various webinars.
Teachers were advised to participate in various professional development (OP, RC, FIP, STC, Workshops, etc.) programmes	Teachers were participated in various programmes at their best.
Signing MOU with various	MOU has been signed with British

academic/professional organisations/Institutions for the better academic/career development opportunities.	Council Library through its franchise for highly subsidized courses: i) British Council Spoken English Skills ii) Personality Development Skills. Initiatives have been taken to arrange Skill Development Programmes for our students at CIPET Bhubaneswar.
Maintenance of greenery and garden existing in the college campus.	The college made the arrangement for maintaining the greenery and garden in the campus as required.
Preparation of AQAR	Steps for preparation of AQAR for the academic year from 2018-2019 onwards were taken.
Repairing/improvement of the Toilets and Drinking Water facilities in the post lock down period.	During lockdown period, the conditions of the toilets and drinking water facilities was not so good. In the post lockdown period, initiatives have been taken for regular maintenance.

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

- Name of the statutory body

Name	Date of meeting(s)
College Governing Body	13/09/2022

**14. Whether institutional data submitted to AISHE**

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	<b>DURGAPUR WOMEN'S COLLEGE</b>
• Name of the Head of the institution	<b>DR. SEEMA SEN</b>
• Designation	<b>TEACHER-IN-CHARGE</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>7679068077</b>
• Mobile No:	<b>9749844457</b>
• Registered e-mail	<b>durgapurwomenscollege@gmail.com</b>
• Alternate e-mail	<b>dwcigac2017@gmail.com</b>
• Address	<b>MAHATMA GANDHI ROAD, DURGAPUR</b>
• City/Town	<b>DURGAPUR</b>
• State/UT	<b>WEST BENGAL</b>
• Pin Code	<b>713209</b>
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	
• Type of Institution	<b>Women</b>
• Location	<b>Urban</b>
• Financial Status	<b>UGC 2f and 12(B)</b>
• Name of the Affiliating University	<b>KAZI NAZRUL UNIVERSITY</b>
• Name of the IQAC Coordinator	<b>DR. DULAL CHANDRA SEN</b>
• Phone No.	<b>9433164759</b>

• Alternate phone No.	9830878669				
• Mobile	7679068077				
• IQAC e-mail address	dwciqac2017@gmail.com				
• Alternate e-mail address	durgapurwomenscollege@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://www.dwcollege.org/Upload/Files/AQAR_2020_2021.pdf">http://www.dwcollege.org/Upload/Files/AQAR_2020_2021.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.dwcollege.org/Upload/Files/ACADEMIC%20CALENDAR%20%20(2020-2021).pdf">http://www.dwcollege.org/Upload/Files/ACADEMIC%20CALENDAR%20%20(2020-2021).pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	2.77	2017	30/10/2017	30/10/2022
<b>6.Date of Establishment of IQAC</b>			14/11/2014		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Institutional	RUSA 2.0	UGC through Department of Higher Education, Govt. of West Bengal	2018-2022	20000000	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>			13		



<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	Yes	
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No	
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>IQAC has maintained regular correspondence with various stakeholders of the College to ensure the smooth running of the administrative and academic functions of the Institution during the pandemic situation &amp; maintained regular contact with the College office to ensure the timely disbursement of various scholarships/stipends that the students used to receive. IQAC has taken the initiative to sanitize the entire college campus before opening the college in November-2021 after lockdown. Initiatives have also been taken to upkeep the laboratory, computers, classrooms, etc. so that regular offline classes can be conducted in the College henceforth. Monitoring regular online and offline classes in the lockdown and post-lockdown period and conducting online/offline examinations and evaluation as per the University norms and schedule. IQAC encouraged the departments and faculty members to adopt student-centric teaching-learning approaches and use various teaching-aids to make online and offline classes more comprehensive and interesting. IQAC also encouraged the departments to arrange seminars by eminent scholars on recent issues. Online feedback has been taken not only from the students but also from various other stakeholders, viz. alumni, faculty members and employers. The career advancement scheme (CAS) files of 09 faculty members have been scrutinized and finalized. IQAC organised the meetings of the screening committee of CAS in coordination with the University Subject experts and Government nominees from Higher Education Department. The files were submitted to the concerned department of HED. The vaccination drive for COVID-19 has been taken in collaboration with</p>		

Department of Health, Govt. of West Bengal for students and staff.

**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
Monitoring regular online classes in the lockdown period.	Teachers have taken regular online classes through google meet, conference call, zoom, skype, whatsapp, etc. Study materials prepared by teachers, link for e-resources have been regularly provided through Whatsapp and e-mail to the students to cover the syllabus.
Sanitization of the entire college campus and up keeping of the academic facilities in the post lockdown period.	Entire college campus has been sanitized in November-2021 after lockdown. Sanitization of the entire college campus has been done at regular intervals. Steps have been taken to upkeep the laboratory, computers, classrooms, etc. so that regular offline classes can be conducted in the College after lockdown.
Conducting online/offline examination and evaluation maintaining the University norms and schedule.	Online/offline internal & end semester examinations and evaluation were conducted as per the University guidelines. During the lockdown period, practical classes were conducted through virtual labs and project works. In the post lockdown period, it was ensured that the classes were held in the college campus.
Upgradation of college website and availability of uninterrupted e-resources.	All information and notices were made available in the website. E-resources were also made available to the students and teachers.

<p>Staff and students were encouraged to vaccinate (Covid 19 vaccine) themselves with family members. They are also advised to strictly maintain the covid protocols as laid by the Govt. from time to time.</p>	<p>The vaccination camp for COVID-19 has been arranged on 09.10.2021 in the college campus in collaboration with Department of Health, Govt. of West Bengal for students and staff. 150 nos. of students and staff have administered COVID-19 1st/2nd dose.</p>
<p>Career Advancement Scheme (CAS) of Teachers</p>	<p>The career advancement scheme (CAS) files of 09 faculty members have been scrutinized and finalized. IQAC organised the meetings of the screening committee of CAS in coordination with the University Subject experts and Government nominees from Higher Education Department. The files were submitted to the concerned department of HED.</p>
<p>Preparation of IIQA and SSR for 2nd cycle NAAC accreditation</p>	<p>Preparation is in progress</p>
<p>To encourage and ensure active participation of all the stakeholders in the development of the college.</p>	<p>IQAC has organized online/offline meetings with Teachers and Non- Teaching staff of the college to discuss several aspects regarding maintenance and development of the college.</p>
<p>Teachers were encouraged to organise and participate in the national and international webinars.</p>	<p>Teachers organised and also participated in various webinars.</p>
<p>Teachers were advised to participate in various professional development (OP, RC, FIP, STC, Workshops, etc.) programmes</p>	<p>Teachers were participated in various programmes at their best.</p>
<p>Signing MOU with various academic/professional organisations/Institutions for</p>	<p>MOU has been signed with British Council Library through its franchise for highly</p>

the better academic/career development opportunities.	subsidized courses: i) British Council Spoken English Skills ii) Personality Development Skills. Initiatives have been taken to arrange Skill Development Programmes for our students at CIPET Bhubaneswar.
Maintenance of greenery and garden existing in the college campus.	The college made the arrangement for maintaining the greenery and garden in the campus as required.
Preparation of AQAR	Steps for preparation of AQAR for the academic year from 2018-2019 onwards were taken.
Repairing/improvement of the Toilets and Drinking Water facilities in the post lock down period.	During lockdown period, the conditions of the toilets and drinking water facilities was not so good. In the post lockdown period, initiatives have been taken for regular maintenance.
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
<b>Name</b>	<b>Date of meeting(s)</b>
College Governing Body	13/09/2022
<b>14. Whether institutional data submitted to AISHE</b>	
<b>Year</b>	<b>Date of Submission</b>
2021-22	12/11/2021
<b>15. Multidisciplinary / interdisciplinary</b>	
With the introduction of the CBCS curriculum, students are currently exposed to both multidisciplinary and interdisciplinary approaches to learning. the compulsory Generic Elective course in the case of the Honours Programme and second and third discipline subjects in the case of the Programme course, enable the learners	

to take a multidisciplinary approach. The content of each discipline has been reformulated in a way that interdisciplinarity has also become an integral part of the curriculum. For instance, students of Bengali literature study the history of English literature, students of English literature study Sanskrit Poetics, students of History study the course and development of the modern Railway system in India.

#### **16.Academic bank of credits (ABC):**

Kazi Nazrul University under which our college is affiliated has not been implemented Academic Bank of Credits (ABC) till now.

#### **17.Skill development:**

For all students (Hons and Prog), the College offers Skill Enhancement Courses (SEC) as per the University curriculum.

Besides this, the College also offers the following courses to develop various skills in students across disciplines:

- 1.Computer Courses offered by WEBEL Computer Application Centre
2. Communication Skills in English (English Strokes) by British Council

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

Integration process involves the basic introduction to Indian Knowledge System (IKS), its nature and structure, scope and history, as well as amalgamation of fundamental IKS concepts into the modern textbooks, and finally developing Indian Thought Models (ITM) based on available IKS literature, and their application into various contemporary problems solving. The curricula of the disciplines of Sanskrit and Hindi are such that students pursuing Program/Hons courses in these disciplines become equipped with the knowledge capital relevant to IKS. Besides, the discipline of English has special papers on Ancient and Modern Indian Literature for Program and Hons students. Furthermore, disciplines such as Political Science, Philosophy and History emphasise on culture and ethos of the ancient India offering significant insights into Indian Knowledge System. Teachers of these disciplines share various audio-visual contents

with their students online in this regard.

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

The CBCS curriculum has a strong focus on Outcome based Education to enhance the employability of the learners. All courses and Programmes have very specific course and Programme outcomes that are integrated into the syllabus. The Skill Enhancement Courses are also an integral part of this approach which teaches the learners necessary skills in their subject of choice so that learning does not remain tied to books or theoretical knowledge only. Furthermore, we have two add-on courses: Computer Course by WEBEL Computer Application Centre and Communication Skills in English (English Strokes) by British Council that help students in developing job-centric skills. The Continuous Evaluation system helps both the learners and teachers to periodically assess whether the objectives and proposed outcomes of the courses/programmes re being fulfilled.

### 20.Distance education/online education:

The institution does not offer courses in the distance education mode, however, to further the goal of Open and Distant Education, it houses Study Centre no. 2848 of the Indira Gandhi National Open University. Thousands of students have benefitted from the said study centre in the advancement of their knowledge and career.

Online classes were offered according to the College timetable throughout the period of the multiple lockdowns, but the primary mode of imparting education to the lernaners of the College is via physical/offline classes.

## Extended Profile

### 1.Programme

1.1 516

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

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1 1282

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2 1071

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 393

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1 28

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 29

Number of Sanctioned posts during the year

<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>516</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>1282</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>1071</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	<b>393</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>28</b>
File Description	Documents
Data Template	<a href="#">View File</a>



3.2	29
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	37
Total number of Classrooms and Seminar halls	
4.2	5333509
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	78
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

The College follows a carefully thought out and documented methodology to guarantee effective curriculum delivery. At the beginning of each academic year, principal and faculty members meet with the newly admitted students through a workshop (orientation meeting) where an overview about the academic, cultural and cocurricular activities of the college are presented. The IQAC organizes separate workshops on the CBCS curriculum to familiarize the students with the programme. For the purpose of allocating courses and handling other duties, departmental meetings are held at regular intervals in every semester. Students are given the details of curriculum and syllabus for each course in every semester. For theory and practical classes, faculty members prepare and maintain semester wise teaching schedule. Departments incorporate offline alongwith online teaching, student seminars, presentations, tutorials, question paper solving, etc. for the efficient transmission and delivery of curriculum. PPTs, models, charts,

numerous web resources and educational tools are used skillfully and efficiently by faculties to impart efficient teaching-learning. A mentoring programme for academic-related challenges already exists in some departments, and IQAC plans to expand it to other departments as well. Well equipped central library along with departmental seminar libraries are available for students and teachers. Teachers and staff of the college have access to Wi-Fi and internet connectivity for academic activities. The college encourages the faculty members, students and other support staff to attend Induction Training Programme/Orientation Programme/Refresher courses, workshops, skill development programmes, etc. and to present papers in seminars/conferences for their professional advancements.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

The program and course outcome based syllabi provided by the affiliating University are followed and implemented with true spirit. Faculty members maintain the attendance of students and topics taught in the classes. Regular assessments and evaluation process are conducted by the departments to monitor the progress of the students. As advised by the affiliated University, the college conducts Continuous Internal Assessments for each semester (Kazi Nazrul University). The academic calendar that the university provides is followed by the college. Internal examinations are held on the dates set by the College Examination Committee in accordance with the academic calendar. CIE is prioritized for practical papers in laboratory-based courses. The college website, department WhatsApp groups, and notice boards all display the university-set end-of-semester exam timetable. The college has procedures in place to guarantee that the curriculum is completed and the CIE is conducted on schedule. The Teachers' Council keeps an eye on academic activity to ensure that the Academic Calendar is followed. The college establishes timetables for conducting extracurricular and social activities, such as commemorating national icons' birthdays, College Foundation Day, welcoming new students, saying goodbye to departing students, and other national and

international holidays.

Academic calendar as suggested by the University are uploaded in the college website and maintained by the departments.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="http://www.dwcollege.org/Upload/Files/ACADEMIC%20CALENDAR%20%20(2020-2021).pdf">http://www.dwcollege.org/Upload/Files/ACADEMIC%20CALENDAR%20%20(2020-2021).pdf</a>

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

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## **1.2 - Academic Flexibility**

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

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

**28**

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

03

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

1607

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

1607

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 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 curriculum at Kazi Nazrul University incorporates cross-cutting topics related to professional ethics, gender, human

values, the environment, and sustainability. These are successfully communicated to the pupils through both co-curricular activities and lectures in the classroom. Core Courses at the undergraduate level encompass the following topics: biotechnology, applied zoology, social displacement, pharmacognosy, and global environmental movements. The socialisation of pupils in the various courses places a particular emphasis on gender differences. Additionally, the college's NSS, NCC observes and sponsors a number of days focused on gender concerns. Through tree plantation, water conservation, blood donation, and environmental cleanliness, NSS and NCC spread awareness. Human values and expert ethics are taught and advanced amongst college students as those are parts of the entire syllabi. The university organizes sports, cocurricular and cultural events via NSS and NCC units/wings. The college conducts various activities/programs on cross-cutting relevant issues to supplement the university curriculum.

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	<a href="#">View File</a>

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

10

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
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)	<a href="#">View File</a>

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

01

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<a href="#">View File</a>

**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	<a href="#">View File</a>
URL for feedback report	<a href="http://www.dwcollege.org/Upload/Files/Feedback%20Analysis%20(2021-2022).pdf">http://www.dwcollege.org/Upload/Files/Feedback%20Analysis%20(2021-2022).pdf</a>

## 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

780

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

#### 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

62

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

Each department takes sincere initiatives to assess the learning levels of students. The learning levels were assessed through regular interaction with the students through class lectures, formative assessments, problem solving sessions, conducting viva voce, etc. The Departments conduct classes adopting either online or offline to organize group discussions among students. For the slow learners, special attention is taken by the teachers of the departments holding remedial classes, group discussions and academic counseling. Frequent assessment tests are conducted for them. Special classes are also organized separately for the advanced learners as well as slow learners preparing the presentation of a topic selected by them through power-point presentations in order to improve their communication and presentation skills. Students, in general, are encouraged to participate in competitions; debates, creative writing, and elocution contest and also organize various presentation programme in accordance with their intelligence and abilities. Sometimes we also sent our students to other nearby Institutes to attend Seminar/Workshop/Special Lectures/Observation of Important days, etc. for greater exposure.

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

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

Number of Students	Number of Teachers
1286	70



File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

Experiential learning for the students is accomplished by doing project work, Laboratory work, Field study and also by performing different experiments and project works included in Skill Enhancement Courses (SEC). Departments try to enhance academic abilities through periodic assignments, seminar presentations, vivavoce sessions, etc. In laboratory based subjects, students are divided in small groups led by a student. Students are provided with the assignment to enhance their problem-solving skills. Participative learnings are enhanced by mutual sharing of knowledge among intra and inter groups.

Participative learning for the students is accomplished by attending seminars, workshops, various college level to state level quiz competitions, essay writing competitions, etc. Some departments encourage the students to prepare write up on various topics on their own. Students submit writeups and presentations for College and departmental magazines. They prepare posters on various academic and social issues.

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

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

Teachers use a wide range of ICT enabled tools to ensure an effective teaching and learning process, which has considerably improved during the academic session 2021-22, due to the online teaching learning mechanism in the pandemic situation. Google Classroom is used by most of the teachers for classes and assignments and power-point presentations are prepared and presented by students. Online teaching platforms are Google Meet, Zoom etc. E-texts are prepared and video lectures are uploaded by faculty members so that students can learn at their

own pace and time after the regular class hours.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

70

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
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)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

14

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)	<a href="#">View File</a>

### 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

369

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.

Internal assessment held as per university norms. Frequently teachers organize assessments for assessing the proficiency of the students. Teachers discuss with students in detail their performance after the evaluation of the paper. Re-examination is conducted if the student's performance is not satisfactory. Under CBCS, Continuous Internal Evaluation (CIE) of 10 marks for theory and 30 marks for Laboratory are compulsory for each paper as prescribed by the University. Accordingly, the Departments take the tests and submit the marks within the stipulated period. The departments duly notify all students about the dates of the Assessment well in advance. Keeping in mind the importance of the marks obtained in the CIE, Departments carefully preserve the corrected answer scripts in order to face any query which may arise later. Several departments take surprise tests and involve the students in group discussions. Home assignments are also given to students to assess their

comprehension of a given topic. During lock down period, internal evaluation has been conducted through online platforms using Whatsapp, Google Classrooms, Google forms, etc. End semester examinations are conducted in online/offline mode as guided by the University. Evaluation of practical papers has been done through project work, viva, etc.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://www.knu.ac.in/get-page-details-sub-category-item/rules-regulations/rr---ug/138">https://www.knu.ac.in/get-page-details-sub-category-item/rules-regulations/rr---ug/138</a>

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

Teachers carefully listen to all the grievances of the students and deal with the problems sensitively.

1. Teachers evaluate the answerscripts of internal examinations carefully within the stipulated time frame.
2. The evaluated answerscripts are shown to the students.
3. In case of poor performance, students are asked to appear retest for further improvement. Moreover, they are also given scope for enrichment through assignments, power point presentations, etc.
4. Some departments arrange more than one test for each paper and the best performance/average performance is counted.
5. For practical papers, continuous internal evaluations (CIE) are done by the concerned teachers through the entire semester. Attendance, experimental aptitude, capability of analyzing obtained results, viva-voce are taken into consideration.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://www.dwcollege.org/ArchiveUser.aspx?id=3">http://www.dwcollege.org/ArchiveUser.aspx?id=3</a>

## 2.6 - Student Performance and Learning Outcomes

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

The Learning Outcome Based Curriculum framework (LOCF) was introduced by the affiliating university from the academic session 2020-21. The program outcomes and course outcomes of each discipline are uploaded and displayed on the college website. In the orientation session for the newly admitted students, the program outcomes are communicated to them by the teachers. For each semester, before delivering a course, in the interactive class, teachers inform the students about the course outcomes and also address their queries related to the same. In each academic session, the Internal Quality Assurance Cell (IQAC) collects feedback from the students that whether the expected competencies, course outcomes and programme outcomes were informed to them by the teachers. On the basis of the feedback report, IQAC gives suggestions to the departments. The Internal Quality Assurance Cell (IQAC) also collects feedback from the faculty members that whether the course outcomes mentioned in the syllabus are well defined and clear and IQAC forwards the feedback report through the Principal to the affiliating University for necessary action.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://www.dwcollege.org/ContentPage.aspx?pageid=135">http://www.dwcollege.org/ContentPage.aspx?pageid=135</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The assessment of program outcomes is accomplished by the institution by monitoring their performances after completion of the degree. Some students got a job and joined after completing their degree. They get chance to pursue higher degrees, diplomas in renowned Institutions across the country. The attainment in program outcomes is evaluated from students' performances in a seminar, quiz competition, coding competition at the state level, country level.

The attainment of the course outcomes is considered by the institution from the performance of students in the continuous internal assessment examinations. The attainment of course outcome is also estimated from the constructive assessments such as student seminar, viva-voce, lab-based investigations, and field study.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.knu.ac.in/get-page-details-sub-category-item/rules-regulations/rr---ug/138">https://www.knu.ac.in/get-page-details-sub-category-item/rules-regulations/rr---ug/138</a>

### 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

393

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

### 2.7 - Student Satisfaction Survey

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

<https://drive.google.com/file/d/1z50qgijmEz1e48YBXZq43ByaXsbVZ2It/view?usp=sharing>

## 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)**

NIL

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)	No File Uploaded

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

0

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

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

03

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

14

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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

12

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

Extension activities are carried out regularly by our college NCC and NSS units. Some of the activities activities carried out



by NSS unit of our college are Azadi Ki Mahotsav, Raksha Bandhan, Vaccination Camp, Career Counselling, Plantation programme, Mass Health Awareness Programme, Swachh Bharat Mission, Yoga #IDY2022, Participation on Digital India programme, Kargil day webinar, etc. Students were actively participated in these programmes with full enthusiasm.

NCC unit has also participated and arranged different extension activities like "2021 Rastra Gaan Anthem record", maximum number of Indians 'to sing the National Anthem together by uploading video. The uploaded video was shown live on 15th august. They also participated Online card making and poster making to celebrate 75 AZADI KA AMRIT MAHOTSAV, Participation & Performance on "Fit India Freedom Run 2.0 Azadi ka Amrit Mahotsav' online registration ON STEP TRACKER APP. DWC NCC cadets Celebrate 'Gandhi Jayanti' by poster making, statue cleaning (Rajiv Gandhi ) as followed procession towards Gandhi more and garlanded, saluted to Mahatma Gandhi statue .

NCC Cadets participated in YOUTH EXCHANGE PROGRAMM(YEP) conducted in Bangladesh. YEP participants performed NCC activities of the host country to create an increased awareness and appreciation of each other socio economic and cultural relations and share a strong bond with YEP PARTNERS.

A detailed list of Extension activities carried out by the students of our college is given in 3.3.3.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/drive/folders/1S_QDQjQwdJUvt5UwgiwWV1_z2PIerWqbI">https://drive.google.com/drive/folders/1S_QDQjQwdJUvt5UwgiwWV1_z2PIerWqbI</a>
Upload any additional information	<a href="#">View File</a>

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

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

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

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

**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

50

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

**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**

1276

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)	<a href="#">View File</a>

**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**

3

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
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**

03

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

**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 institution offers 34 undergraduate programmes by 19 departments. The student strength in academic session 2021-22 was 1571. Classes of Commerce Stream are held in the morning session, while that of arts and science streams held in the day session to ensure adequacy of classrooms. There are 37 classrooms, out of which there are 2 smart classrooms. The

institution has 1 auditorium, 1 Seminar Room with AV facility and 3 computer laboratories (Central Computer laboratory, Mathematics and Computer Science laboratories). There are total 15 Science laboratories for the departments of Chemistry, Physics, Botany, Zoology, Electronics, Mathematics, Geography and Computer Science and 1 language laboratory. Currently, there are total 78 computers available for academic purposes. There are 2 rooms with ICT facilities. Central library has a collection of 3009837 books and subscription of online journal and many departments have their own seminar libraries. Central library has been automated by KOHA software. There are facilities for co-curricular and sports activities within the college campus. College office, departments and library are connected with broad band. Wi-fi facility is also available in the campus for staff and students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://drive.google.com/drive/u/1/folders/1T76CZur4loLgNQvnj_PNGjOUZCpgB0nv">https://drive.google.com/drive/u/1/folders/1T76CZur4loLgNQvnj_PNGjOUZCpgB0nv</a>

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

The institution has the "Games and Sports Sub Committee" and 'Cultural Sub Committee' to organize sports and cultural activities. There are facilities for playing Volley Ball, Basket Ball and Badminton. Annual athletic meet is organized every year by the college in the college playground. Due to COVID-19 pandemic situation, the sports activities could not be organized during the academic session 2021-2022. Girls common room has the facilities of indoor games. There is an open stage in the college premises which is used to organise different events, viz. cultural programme, annual college social, etc. During the annual exhibition, students decorate the college campus including the departments classrooms to display their prepared models, charts and other innovative projects.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://drive.google.com/drive/u/1/folders/1T76CZur4loLgNOvnj_PNGjOUZCpgB0nv">https://drive.google.com/drive/u/1/folders/1T76CZur4loLgNOvnj_PNGjOUZCpgB0nv</a>

#### 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	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/drive/u/1/folders/1T76CZur4loLgNOvnj_PNGjOUZCpgB0nv">https://drive.google.com/drive/u/1/folders/1T76CZur4loLgNOvnj_PNGjOUZCpgB0nv</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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

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

5333509

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)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)****Name of ILMS software KOHA**

- Nature of automation (fully or partially) FULLY
- Version 16.11.01.000
- Year of Automation 2017-2018

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="http://www.dwcollege.org/Women's%20Library/index.html">http://www.dwcollege.org/Women's%20Library/index.html</a>

**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)	<a href="#">View File</a>

**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)**

**91,485**

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)	<a href="#">View File</a>

#### 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

80

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

The institution takes adequate steps to ensure broad band connection and wi fi facility in the college campus. The office management, library management etc. are done through updated softwares.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="#">NIL</a>

##### 4.3.2 - Number of Computers

78

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

<b>4.3.3 - Bandwidth of internet connection in the Institution</b>	<b>A. ? 50MBPS</b>								
<table border="1"> <thead> <tr> <th data-bbox="76 264 523 338">File Description</th> <th data-bbox="523 264 1394 338">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="76 338 523 443">Upload any additional Information</td> <td data-bbox="523 338 1394 443"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="76 443 523 584">Details of available bandwidth of internet connection in the Institution</td> <td data-bbox="523 443 1394 584"><b>No File Uploaded</b></td> </tr> </tbody> </table>	File Description	Documents	Upload any additional Information	<b>No File Uploaded</b>	Details of available bandwidth of internet connection in the Institution	<b>No File Uploaded</b>			
File Description	Documents								
Upload any additional Information	<b>No File Uploaded</b>								
Details of available bandwidth of internet connection in the Institution	<b>No File Uploaded</b>								
<b>4.4 - Maintenance of Campus Infrastructure</b>									
<b>4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)</b>									
<b>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)</b>									
<b>5333509</b>									
<table border="1"> <thead> <tr> <th data-bbox="76 958 523 1032">File Description</th> <th data-bbox="523 958 1394 1032">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="76 1032 523 1137">Upload any additional information</td> <td data-bbox="523 1032 1394 1137"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="76 1137 523 1243">Audited statements of accounts.</td> <td data-bbox="523 1137 1394 1243"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="76 1243 523 1413">Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)</td> <td data-bbox="523 1243 1394 1413"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Upload any additional information	<b>No File Uploaded</b>	Audited statements of accounts.	<b>No File Uploaded</b>	Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>	
File Description	Documents								
Upload any additional information	<b>No File Uploaded</b>								
Audited statements of accounts.	<b>No File Uploaded</b>								
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>								
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.									
<p><b>At present classes in every semester are organised as per the class routine. Library facilities are extended to the students and to make it effective, specific rules have been framed for this purpose. Policies have been taken to ensure adequate academic facilities for the students. Therefore, attempts have been taken to extend as much support as possible to all the departments, particularly the laboratory based ones. 1. Laboratories for Zoology and Botany have been upgraded for newly introduced courses 2. Wi-Fi adapters have been provided to a few departments. 3. The Computer Science Department has been provided with some necessary Devices/Software to upgrade their computers. 4. Open air stage is now made functioning and</b></p>									



programmes have been organised in this stage. 6. Facility of College Canteen are being continued to cater the students and staff. 7. Renovation process of College Staff Quarter is going on and sson to be made ready. 8. Policies have been made to upgrade all laboratories to cover the CBCS Courses. Post Lock Down Period: During lock down, students could not avail any physical facility of the college campus. However, teachers supported the students in all possible ways viz. supplying e-content study material from different resources. They were also supplied various links of e-study resources. Virtual laboratory classes have been conducted.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://drive.google.com/drive/u/1/folders/1T76CZur4loLgNOvnj_PNGjOUZCpgB0nv">https://drive.google.com/drive/u/1/folders/1T76CZur4loLgNOvnj_PNGjOUZCpgB0nv</a>

## 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

242

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 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**

2

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)	<a href="#">View File</a>

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

B. 3 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**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)	<a href="#">View File</a>

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

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	<a href="#">View File</a>

<b>5.2 - Student Progression</b>
<b>5.2.1 - Number of placement of outgoing students during the year</b>
<b>5.2.1.1 - Number of outgoing students placed during the year</b>

9

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

<b>5.2.2 - Number of students progressing to higher education during the year</b>	
<b>5.2.2.1 - Number of outgoing student progression to higher education</b>	
80	
<b>File Description</b>	<b>Documents</b>
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>
<b>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)</b>	
<b>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</b>	
2	
<b>File Description</b>	<b>Documents</b>
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
<b>5.3 - Student Participation and Activities</b>	
<b>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</b>	
<b>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.</b>	
5	

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

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

As per the instruction of the Higher Education Department, Govt.of West Bengal, no elected students' body exists in the college. However, students participate in various activities under the ageis of NCC, NSS, Cultural Committee, Sports Committee of the college. College organises various activities viz., Freshers' welcome, Annual Cultural Programme, Observing various National and International days with the active participation of students.

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

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

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

21

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)	<a href="#">View File</a>

#### 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

In the year 2021-22, due to covid pandemic situation, Alumni association could not get involved to the development of the college. However, the association is planning to organise various programmes in the college within next few months.

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### 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 institution's aim is to empower women in a holistic sense above caste, creed, community & religion. Managing Units like the Governing Body & IQAC strategize, plan and implement with a

network of Committees under the Principal & the Teachers' Council. Perspective plans include course dissemination strategies to help women students to shed social inhibition & be abreast with mainstream. All Committees and units coordinated among each other with controlled visits to the College in exemplary manner to manage the affairs of the College. AQAR preparation including data sourcing, collation, analysis were all done under the coordination of the IQAC by dividing the Faculty in small, efficient groups who worked at once as independent and integrated units and met all the portal deadlines braving challenging situations in an exceptional year.

File Description	Documents
Paste link for additional information	<a href="http://www.dwcollege.org/ContentPage.aspx?pageid=6">http://www.dwcollege.org/ContentPage.aspx?pageid=6</a>
Upload any additional information	<a href="#">View File</a>

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

At the beginning of each academic session, the first meeting of the teachers' council is held to frame the sub-committees related to the academic affairs. Teachers propose their suggestions and after thorough discussions, the composition of each committee is nominated unanimously by the council. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of teachers. The Governing Body, IQAC and all sub-committees have teachers' representatives, while the Governing Body, Anti-Ragging Committee and Internal Complaints Committee have student representatives. A number of committees statutory and non-statutory were constituted by the Principal prior to the commencement of the new academic session with the consent of the Teachers' Council for the smooth and efficient management. Each committee is assigned a specific task and members draw up the plans for performance with consensus among themselves. The committees are constituted by the Principal in consultation with HODs/ senior teachers for one academic year. The IQAC with the Principal as its Chairperson is at the helm of the entire planning, programming and execution of all quality enhancement projects and effectively implemented to ensure smooth and efficient functioning of the institution.

File Description	Documents
Paste link for additional information	<a href="http://www.dwcollege.org/ContentPage.aspx?pageid=10">http://www.dwcollege.org/ContentPage.aspx?pageid=10</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

1. Ensure quality in curriculum delivery and academic support for student success. Increase access to quality learning by facilitation of the use of innovative and effective teaching methods - provision of personal Google accounts to teachers.
2. Enhance student-centred processes - identifying needy students and providing Free Studentship and Fee Waivers; disseminating information about available National and State Scholarships; scheduling classes to meet student needs; easy access to study material through College Website; conducting programmes for students to promote use of e-resources.
3. Organizational Efficiency - Assessment and improvement of all college operations, programs, and activities; make data-informed decisions to maximize institutional efficiency, integration, and effectiveness
4. Obtain feedback from student and teachers on the effectiveness of the curriculum design; introduction of formal mentorship to guide them in curriculum preparedness and future academic pursuits. Increase professional development for the entire staff through lectures and workshops.



File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.dwcollege.org/ContentPage.aspx?pageid=8">http://www.dwcollege.org/ContentPage.aspx?pageid=8</a>
Upload any additional information	<a href="#">View File</a>

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 College follows a particular administrative hierarchy with the Governing Body at the top level consisting of the President, secretary, Govt. and University nominees, teachers representatives. It is followed by the post of the Principal as the institutional head. The next level is that of the teaching staff consisting of Associate Professors, Assistant Professors, Librarian and GLAs-all of whom constitute the Teachers' Council. The members of this council are the members of various committees - both statutory and non-statutory ones. The GB, IQAC and PMU/ RUSA are the statutory committees. There are several non-statutory committees for NSS, admission, examination, admission management etc. to name a few. The non-teaching staff consists of Group-B/C/D and casual staff. The policies and service rules of the institution are guided by the Higher Education Department of West Bengal. College Service Commission recommends the names of teachers and Principal which are then approved by the Governing Body and finally appointment letter issued by the Principal (for teachers) and by the President for the Principal.

File Description	Documents
Paste link for additional information	<a href="http://www.dwcollege.org/ContentPage.aspx?pageid=10">http://www.dwcollege.org/ContentPage.aspx?pageid=10</a>
Link to Organogram of the Institution webpage	<a href="https://docs.google.com/document/d/1xX1wZ_I_HdVPTd8z8FKGuo_GGfqMrohFB/edit?usp=sharing&amp;oid=113107489450272365127&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1xX1wZ_I_HdVPTd8z8FKGuo_GGfqMrohFB/edit?usp=sharing&amp;oid=113107489450272365127&amp;rtpof=true&amp;sd=true</a>
Upload any additional information	<a href="#">View File</a>

<b>6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination</b>	<b>A. All of the above</b>
File Description	Documents
ERP (Enterprise Resource Planning)Document	<b>No File Uploaded</b>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>
<b>6.3 - Faculty Empowerment Strategies</b>	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p><b>Welfare measures for the teaching-staff -</b></p> <ol style="list-style-type: none"> <li>1. For the Maternity Leave, Study leave, FDP facility, Duty Leave are given according to requirement.</li> <li>2. PF loan facility is available.</li> <li>3. Ad-hoc payment of salary is provided to the newly appointed teachers till their pay fixation is in order.</li> </ol> <p><b>Welfare measure sfor the Non-teaching staff -</b></p> <ol style="list-style-type: none"> <li>1. Bonus is given to casual non-teaching staff individually from the College Fund during Durga Puja.</li> <li>2. PF loan facility is available.Welfare measures for students</li> </ol> <p><b>Welfare measures for students -</b></p> <ol style="list-style-type: none"> <li>1. Different Scholarships like Kanyashree Prakalpa, Swami Vivekananda Merit -cum-means Scholarship, Post Matric Minorities Students Scholarship, Aikyashree, Govt. of West Bengal are available to the students.</li> </ol>	

2. Students who come from financially very weak background are given opportunity for free study without taking any college fees or tuition fees.

3. College has also give financial assistance to small percentage of financially weak students who are not getting any financial help from any external agencies.

File Description	Documents
Paste link for additional information	<a href="http://www.dwcollege.org/ContentPage.aspx?pageid=7">http://www.dwcollege.org/ContentPage.aspx?pageid=7</a>
Upload any additional information	<a href="#">View File</a>

### 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)	No File Uploaded

### 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

0

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)	No File Uploaded

### 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

9

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

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

As per the orders of the Government of West Bengal, the IQAC of the institution invites applications from the faculty members in the prescribed proforma, which are verified and checked by the

IQAC and the Head of the Institution and then forwarded to the Screening/Selection Committee comprising of the Government Nominee and the Subject Experts from the affiliating University. The verified files are then subsequently sent to the Department of Higher Education, Government of West Bengal for necessary action. The Performance Appraisal System of non-teaching staff is followed as per the Government West Bengal Service Rules. During the academic session 2020-21, the files of 10 faculty members for promotion to the next higher grade/level were verified by the Government/University appointed Screening/Selection Committee and sent to the Government for necessary action.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 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

Internal Audit is carried out by college management appointed CA Firm. External Financial Audit is carried out by a C.A. Firm appointed by Higher Education Department, Govt. of West Bengal. So far the external audit has been carried out till the FY 2018-19. The audited reports are placed in the Finance Committee and Governing Body for approval and necessary action.

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

#### 6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

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

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

The purpose of this Strategic Plan for Mobilization of External Funds is to further develop and strengthen the Organization's capacity to mobilize resources for its programs and projects aimed at implementing the certain mandates. This strategic document consists of three major approaches to resource mobilization within Teaching and Non-teaching staff of the College. Salaries of teachers in substantive posts are disbursed from funds allotted by the Higher Education Department, Govt of West Bengal. The College claims this fund twice a year (Jan & Aug). Salaries of casual staff comes from admission fees of students. The college adheres strictly to the issued government orders for disbursement of funds needed for infrastructural and academic development as and when necessary.

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

#### 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

1. Online feedback obtained from students and teachers on CBCS curriculum design.

2. Utilisation of RUSA 2.0 funds on new construction, renovation and procurement.

3. Scrutiny and forwarding of the applications of 10 faculty

members for promotion under the Career Advancement Scheme.

4. IQAC provided suggestions to the Principal to take necessary steps on different aspects such as filling of vacant teaching posts, subscription of online journals, waste management in the college campus and environment friendly initiatives etc.

5. Promoted online teaching-learning during the lockdown due to the pandemic.

6. IQAC recommends the Teachers' Council to incorporate the practise of mentoring the students formally.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The IQAC sincerely reviewed and has suggested strategies to improve the quality of teaching-learning process from time to time during the post-accreditation period. Keeping the two-year long term of the Corona pandemic in mind, IQAC has been eager to encourage students to develop a deep feeling of care, kindness and compassion towards all human beings. IQAC has played a crucial role in stabilising the improved quality of teaching, learning and evaluation in order to enable a smooth transition from physical classroom teaching to a mandatory mode of online teaching through Zoom, Google Meet or Google classroom which enabled a shift in the role of a teacher utilizing ICT tools to that of a facilitator where interactive planning has overall improved ways of imparting education in various fields of study. Subscription of E-journal and N-LIST for E-resources has been implemented. The feedback of students, teachers, alumni and employers on curricular aspects are reviewed by the IQAC to provide suggestions for implementation such as the program outcomes and course outcomes are uploaded in the institutional website and orientation programs are also organized to make students aware of the learning outcomes. Effective mentoring mechanism was also planned by the IQAC through proper notification.

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

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

**D. Any 1 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://www.dwcollege.org/ContentPage.aspx?pageid=125">http://www.dwcollege.org/ContentPage.aspx?pageid=125</a>
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)	<a href="#">View File</a>

## **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

Since the time of its establishment in 1980, Durgapur Women's College, as the sole women's College in the city, has worked towards promoting gender equity. The faculty and management of the College have always proactively worked to inculcate values of gender equity among its students. Various courses are taught by the several departments of the College which address the issues of gender equality and equity through the curriculum itself. The various committees of the College like the anti-



ragging committee, and the Internal Complaints Committee remained functional throughout the year to address any untoward incidents. The physical infrastructure of the College is also geared toward addressing the needs of the students. Sanitary napkin vending machines and incinerators have been installed to ensure a basic standard of hygiene for the students. They are also actively encouraged to participate in sports, various extra and co-curricular activities as well as the NCC and NSS in order to ensure their all-round personality development.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">Security personnel are deployed at the main entrance of the College so that entry of outsiders is restricted. The campus is maintained in such a way that the safety of girls within the college campus is ensured. Regular counselling by the teachers and external professional organizations are conducted. Placement drive both on campus and off campus, at the best possible ways is taken. Vocational training programmes are imparted to make the students employable after completion of a course.</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
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**

**Solid Waste Management-** The Institution takes due precaution to manage the biodegradable and non-biodegradable waste generated by the day-to-day activities of the College. Dustbins have been placed at multiple places on the campus and outside the classrooms to collect trash. The campus is a plastic-free zone and sincere efforts are made to not litter the campus.

Chemical waste generated by the laboratories is neutralized before disposal. Part of the waste generated by the Botany department is used as manure for the College garden. The Zoology department keeps Biological Specimens in sealed eco friendly bags which are then sealed and placed in additional trash bags for final disposal. Containers with biohazardous materials are properly sterilized and disposed of with regular trash.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

**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**

E. None of the above

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

**7.1.5 - Green campus initiatives include**

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

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered

A. Any 4 or All of the above

<b>vehicles</b> <b>3. Pedestrian Friendly pathways</b> <b>4. Ban on use of Plastic</b> <b>5. landscaping with trees and plants</b>	
File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>	D. Any 1 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
<b>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</b>	C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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).

Durgapur Women's College makes sincere efforts to provide an inclusive environment of tolerance towards cultural, linguistic, communal, socio-economic, and other diversities. Since Durgapur is a multicultural, cosmopolitan city, the college attracts students from various cultural, ethnic, and linguistic backgrounds. Thus, switching linguistic codes-- other than in the language-literature departments-- is actively encouraged among the teachers. The College strictly adheres to the reservation policies of the Government of India and the Government of West Bengal and all relevant rules and guidelines are followed at the time of admission. The College welcomes, and the teachers provide extra care and attention to students with various kinds of learning difficulties. Various kinds of government and non-government scholarships are actively pursued for the benefit of the students. The information is disseminated via the College website and the College Office regarding the availability of these scholarships and the forms are duly distributed and processed in time. The Annual exhibition and the Annual Cultural competitions also foreground the values of harmony and co-existence through its themes.

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 College strives to imbue its stakeholders with various constitutional obligations, values, rights, and duties through various celebrations, observed days and seminars, and invited lectures. Initiatives like the Youth Parliament, observation of Gandhi Jayanti, Independence Day, and Republic Day help to inculcate such values in the students and employees. Students also participate--under the supervision of teachers--in programmes and observations like Central Vigilance awareness week. Such values are also imparted to the students indirectly via their curriculum which now includes cross-cutting issues under the CBC System.

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

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

A. All of the above

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

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

The Institution takes care to celebrate various commemorative/observed days, and events and tries to ensure maximum participation from both teachers and students. Since part of the academic year was within the lockdown period many such celebrations took place either online, or in the presence of a limited number of teachers staff, and students. A detailed report of all the events and days celebrated during the academic year has been appended below.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
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.

1. The college is taking special care to provide the students with necessary opportunities to develop and exhibit their creative talent by organizing annual exhibition, cultural competitions, and annual college social. They are also encouraged to utilize departmental wall magazine to nurture

their writing and presentation skill. Beside these, Lectures by eminent visiting Professors / researchers are occasionally arranged to enable the students become knowledgeable as well as aware of different cutting edge researches.

2. Group Discussions, Demo-Classes, etc. are arranged for the students to enrich them with knowledge and presentation skills.

3. Admissions of students in the college are made online to make the process fully transparent.

4. Registration, Form fill up for Examination, Publication of Results are made online.

5. Organising orientation workshop for students at the beginning of every semester to make them understand all aspects of CBCS curriculum.

6. The college fees of the handicapped students are paid by the college through special arrangements

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
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 primary objective of Durgapur Women's College since its very inception has been to empower women. Since it is the sole degree College in the vicinity of Durgapur that caters exclusively to women learners, it has managed to further its goal in the forty-one years of its existence. Apart from the curriculum-based learning, the value-added courses offered by the College enable students to learn different skill sets that would help them to enhance their employability once they graduate from the College. From basic computer literacy to advanced courses like TALLY; from basic skin and hair care courses to karate classes, the Institute has strived to make its students fit for the job market. Since a lot of our students hail from either underprivileged backgrounds or are first-generation

learners, these courses enable them to seek employment opportunities in various fields. The College also encourages its students to continue studying even after marriage so as to reduce the number of drop-outs, which has been a major concern during the COVID-19 lockdown. The NCC and NSS units of the College also help in furthering these objectives of making the students employed/self-employed and confident.

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

Organization of training programmes for students, teachers and non-teaching staff

Encouraging faculty members to guide Ph.D. students

Introduction of an E-platform for uploading of E-content by teachers

Further Strengthening of the Student Mentoring System  
Implementation of ICT facilities in more number of classrooms

Encouraging teachers to do research and publish more in reputed journals