



YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	Durgapur Women's College
• Name of the Head of the institution	Dr. Mahananda Kanjilal
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	7679068077
• Mobile No:	9433353624
• 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	Affiliated College
• 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	dwciiqac2017@gmail.com				
• Alternate e-mail address	durgapurwomenscollege@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://durgapurwomenscollege.ac.in/wp-content/uploads/2024/03/AQAR_2021-22.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://durgapurwomenscollege.ac.in/academic-calender/				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	2.77	2017	30/10/2017	31/12/2022
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	
Institutional 1	RUSA 2.0	UGC through Department of Higher Education, Govt. of West Bengal	2018-2022	20000000	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		

<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9.No. of IQAC meetings held during the year	13	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>IQAC has organised regular meetings with its members, HODs, all teaching staff, non teaching staff, students and alumni IQAC has organised workshop on NAAC by peer team member. IQAC has also organised workshop on NEP-2020 for students and staff Organised computer training program by the George Telegraph Institute for all staff Organised orientation workshop for newly admitted students to make them aware about CBCS, vocational programmes, various facilities and scholarships available in the college 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 faculty members have been scrutinized. 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. Consequently, 08 teachers have been approved promotion under CAS. IQAC organised health check up camp, blood donation camp and reunion in collaboration with Alumni Association. IQAC has taken initiatives to organise various cultural/ co curricular and sports activities 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 year & ensure the timely disbursement of various scholarships/stipends that the students</p>		

used to receive.

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
Conducting examination and evaluation maintaining the University norms and schedule.	Internal & end semester examinations and evaluation were conducted as per the University guidelines.
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. New college website is under preparation.
Career Advancement Scheme (CAS) of Teachers and Non Teaching Staff	The career advancement scheme (CAS) files of teaching and non teaching staff have been scrutinized and finalized. The files were submitted to the concerned department of HED and 08 faculty members and 01 NTS have got approval from the concerned authority
Initiatives have been taken to start the Students Hostel in the campus	The college staff quarter which was renovated under RUSA 2.0 grant has been converted and made ready for accommodating the students from 2023 onwards
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 meetings with Students, Alumni, Teachers and Non- Teaching staff of the college to discuss several aspects regarding overall development of the college infrastructure.
Teachers were encouraged to organise and participate in the national and international	Teachers organised and also participated in various seminar/workshops/webinars.

seminars/workshops/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 academic/professional organisations/Institutions for the better academic/career development opportunities.	MOU has been signed with Kabi Jagadram Roy Government General Degree College, Mejia, Bankura. MOU with Webel Informatics Limited, Govt. of West Bengal for organising computer oriented skill development programmes. Skill Development Programmes for our students at CIPET Bhubaneswar.
Maintenance of greenery and garden existing in the college campus and beautification	The college made the arrangement for maintaining the greenery and garden in the campus as required. The pillars of the ground floor have been painted colourfully by the students
Infrastructure development	New underground water pipeline has been installed to supply uninterrupted water in the hostel building Painting of the ground floor of the Administrative building has been done Furniture have been procured to start classes in the newly constructed RUSA building
Preparation of AQAR	Steps for preparation of AQAR for the academic year 2022-23 had been taken.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Governing Body	22/03/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	19/03/2024

15. Multidisciplinary / interdisciplinary

With the introduction of the CBCS curriculum, students are currently exposed to both multidisciplinary and interdisciplinary approaches to learn. The compulsory Generic Elective course in the case of the Honours Course and second and third discipline subjects in the case of the Programme course, enable the learners to have multidisciplinary approach. The content of each discipline has been reformulated in a way so 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 on Development of the modern Railway system in India, etc.

16. Academic bank of credits (ABC):

Kazi Nazrul University under which our college is affiliated has in the process of implementing the Academic Bank of Credits (ABC) as suggested by UGC.

17. Skill development:

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

Beside these, 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. Development of soft skills and employable skills by RICE and Mahindra Group.
3. Beautician course is run in the college by Swami Vivekananda Vani Prachar Samity, Durgapur.

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 problem 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):

Disciplines 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, Development of soft skills and employable skills by RICE & Mahindra Group and Beautician course is run in the college by Swami Vivekananda Vani Prachar Samity, Durgapur. The Continuous Evaluation system helps both the learners and teachers to periodically assess whether the objectives and proposed outcomes of the courses/programmes are being fulfilled.

20.Distance education/online education:

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

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	View File	
2.Student		
2.1 Number of students during the year		1020
File Description	Documents	
Data Template	View File	
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		1071
File Description	Documents	
Data Template	View File	
2.3 Number of outgoing/ final year students during the year		349
File Description	Documents	
Data Template	View File	
3.Academic		
3.1 Number of full time teachers during the year		64
File Description	Documents	
Data Template	View File	
3.2 Number of Sanctioned posts during the year		29

File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	40
4.2 Total expenditure excluding salary during the year (INR in lakhs)	26.7
4.3 Total number of computers on campus for academic purposes	63

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

At the beginning of each academic year, workshops (orientation meetings) are organised where an overview about the CBCS curriculum, academic, cultural and co-curricular activities of the college are presented. Regular departmental meetings are held in every semester to distribute workloads, plan the activities of the departments. 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 as per the Academic Calendar. Master routine is prepared and displayed. Theory & practical class records and students attendance register are maintained. Faculty members use charts, maps, models along with traditional chalk & board. Smart class room facility is also available. Seminars, workshops, special lectures, group discussion, quiz, etc. are conducted. Study materials, notes & question banks are provided in the class & whatsapp groups. Educational field visits & excursions are arranged. Projects are assigned to teach research skills. Computers, projectors and Audio Visual aids are used. 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. Remedial coaching is provided for slow learners.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://durgapurwomenscollege.ac.in/wp-content/uploads/2024/04/Criterial1.1.1

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

The college adheres the academic calendar as provided by the University. The college executes continuous Internal Evaluation (CIE) for each semester as suggested by the affiliating university (KNU). As per the calendar, internal exams are conducted by the Departments. For laboratory based subjects, emphasis is given on CIE. The checked answer scripts of Internal Assessments are shown to students to acquaint them their strengths and weaknesses and the students get opportunities to improve their learning skills. The college takes the responsibility to complete the curriculum The Teachers' Council keeps an eye on academic activity to ensure that the Academic Calendar is followed.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://durgapurwomenscollege.ac.in/wp-content/uploads/2024/04/Criterial1.1.2-Baishali-Dey.pdf

1.1.3 - Teachers of the Institution participate in A. All of the above 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

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

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

25

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

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

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

02

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

535

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

535

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The college create awareness in students relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability through curriculum, viz.

a. Environment study to make students aware about environment & tree-plantation. b. Communication skills to teach the importance of life skills & ethics. c. Dance & singing workshops, yoga & hobby classes are conducted.

d. Anti ragging cell and Internal complaint cell organized programmes on Women Empowerment, celebration of Women's Day. Major gender issues are addressed through essay writings, poem & poster competitions, exhibitions & wall magazines, etc.

e. NSS promotes environment protection through tree plantation & undertakes activities in the nearby slum area like cleaning of drainage system, awareness on plastic pollution, etc. Poster & Debate competitions, quizzes, invited talks are organized to create awareness on biodiversity & sustainability.

f. Students celebrate various days like National Science Day, World Environment Day, NSS & NCC Day, etc.

g. The college has taken initiative in SWACH BHARAT CAMPAIGN introduced by Indian Government.

h. Our college integrates ethical & human values through extra-curricular activities. National festivals like Independence Day, Republic day, Birth anniversaries of Freedom fighters, Philosophers & scholars are celebrated to elevate patriotic & moral values. Health & hygiene awareness programmes, Thalassemia check-up camps, voter's club for awareness, Blood donation camp, Vigilance awareness

week as advised by Govt. of India, Road safety programme etc. are conducted.

i. Use of renewable energy resources are adopted in the college.

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

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

02

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

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

28

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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	View File
URL for feedback report	https://durgapurwomenscollege.ac.in/wp-content/uploads/2024/04/Criterial.4.2

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	View File
Institutional data in prescribed format	View File

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

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

70

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

2.2 - Catering to Student Diversity

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

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	View File

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

Number of Students	Number of Teachers
1020	64

File Description	Documents
Any additional information	View File

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, viva-voce 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 write ups and presentations for college and departmental magazines. They prepare posters on various academic and social issues.

File Description	Documents
Upload any additional information	View File
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	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://durgapurwomenscollege.ac.in/wp-content/uploads/2024/03/2_3_2-Dwc-Compssc.pdf

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

64

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

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

64

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

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

21

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

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

2.4.3.1 - Total experience of full-time teachers

610

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Internal assessments are held as per the 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. Generally, teachers conduct more than one internal assessment in various modes as prescribed the University. Under CBCS, Continuous Internal Evaluation (CIE) of 10/15 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. The evaluated answer scripts are placed before the students to identify their strengths/weaknesses. 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.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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 answer scripts of internal examinations carefully within the stipulated time frame.
2. The evaluated answer scripts 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	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The Learning Outcome Based Curriculum framework (LOCF) was introduced by the affiliating university from the academic session 2020-21. The Program Outcomes (PO) and Course Outcomes (CO) 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 and properly delivered to them by the teachers. On the basis of the feedback report, IQAC gives suggestions to the departments. The IQAC also collects feedback from the faculty members that whether the course outcomes mentioned in the syllabus are well defined and clear and forwards the feedback report to the authority for necessary action.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://durgapurwomenscollege.ac.in/wp-content/uploads/2024/03/Course-Outcome_Final.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

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 on Computer Skills by WEBEL Computer Application Centre 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 are being fulfilled. The assessment of program outcomes is accomplished by the institution by monitoring their performances and progression 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. This 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	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

225

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
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://durgapurwomenscollege.ac.in/wp-content/uploads/2024/03/SSS-22-23-IQAC-Durgapur-Womens-College.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

6

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

10

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

9

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to

social issues, for their holistic development, and impact thereof during the year

The college currently runs one NSS unit (50 intake capacity) and is planning to open another unit in the next academic session (50 intake capacity). On 5th September 2022, NSS unit & Alumni association of DWC jointly organised a health check-up camp supported by Vivekananda Pvt Hospital in our college premise. A Blood donation camp in collaboration with Bidhannagar Sub-Divisional Hospital Durgapur was held at college premise on 6th September, 2022. Members of Alumni Association actively participated in this programme. Both the students and staff along with the members of Alumni Association had participated in both these programmes. A special camp on general awareness camp on some basic social welfare issues was held at NSS adopted slum Barafkal Basti from 16th March to 22nd March 2023. It was a day-long camp. On the first day, a seminar was organised on "Rain Water Harvesting System". From the next day onwards, NSS volunteers performed different activities in the adopted slum.

NCC unit (5 Bengal Girls BN) of the college is a vibrant unit of Burdwan district. This unit successfully carried out, participated in many outreach programmes and also received many awards from various authorities. Details are given in the relevant places.

Students of NCC and NSS unit are well motivated and they have participated in various activities, viz. Tree Plantation Drive, Campus cleaning, Library Cleaning, Social Work in the nearby localities, etc.

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/nss/
Upload any additional information	View File

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

8

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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

40

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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

890

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

3.4 - Collaboration

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

3

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

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

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

2

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

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 25 Undergraduate courses by 19 Departments. The student strength in academic session 2022-23 is 1020. There are 40 classrooms, out of which there is 01 smart classroom. The institution has 1 Auditorium, 1 Seminar Room with Audio Visual facilities and 04 Computer Laboratories (Central Computer laboratory, Mathematics, Physics and Computer Science Laboratories) and 01 computer training Centre run by WEBEL. There are total 15 Science laboratories for the departments of Chemistry, Physics,

Botany, Zoology, Electronics, Mathematics, Geography, Computer Science and Psychology. The laboratories are well spaced and equipped with instruments to cover the UG syllabus. Currently, there are total 73 computers available in the college. Central library has a collection of 20768 books along-with subscription of online journals and many departments have their own seminar libraries. Central library has been automated by KOHA software. Central library has separate reading spaces for teachers and students.

There are facilities for co- curricular and sports activities within the college campus. College office, Departments and Libraries are connected with Broad Band. Wi-fi facilities are available in the campus for staff and students for academic purposes.

Sl. No

Class Room

Remarks

1.

101(Philosophy)

Departmental Class Room

2.

103

3.

104(Psychology)

Departmental Class Room

4.

107 (WEBEL)

WEBEL Centre Class Room

5.

108

6.

109

7.

113

8.

114

9.

116

10.

117

11.

118(History)

Departmental Class Room

12.

119 (Economics)

Departmental Class Room

13.

202

14.

203

15.

205

16.

206

A.V. Room

17.

207

18.

208

19.

209

20.

211

21.

212

22.

213

23.

214

24.

215

25.

216

26.

217

27.

218

ICT Room

28.

303

29.

304(Electronics)

Departmental Class Room

30.

305(Physics)

Departmental Class Room

31.

307

32.

308

33.

312(Chemistry)

Departmental Class Room

34.

314

35.

317

36.

319

37.

320

38.

R-1

RUSA Buliding

39.

R-2

RUSA Buliding

40.

R-3

RUSA Buliding

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.dwcollege.org/Women's%20Library/index.html

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

The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc. The institution has the "Games and Sports Sub Committiee" 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. 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	View File
Paste link for additional information	https://durgapurwomenscollege.ac.in/?page_id=164

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

01

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

01

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://durgapurwomenscollege.ac.in/webel/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

26.7

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- 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	http://www.dwcollege.org/women's%20Library/index.html

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	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

34941

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

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

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

51

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The institution consistently upgrades its IT infrastructure, ensuring reliable broadband connection and Wi-Fi access across the college campus. From office management to library operations, all tasks are efficiently handled using the latest software updates.

The entire college campus is enabled with JIO-Fi along with an added Wi-Fi (BSNL Wi Fi) in the college office. The college administration is managed by CAMS and the Library with KOHA software. These are updated periodically. The College admission, University enrollment, Admit card, Result, payment of student fees, payment of salary of staff, PF account maintenance, TDS (IT), etc. are all managed online by various softwares. Four computer labs, office and all the departments are well equipped with internet connected IT facilities. Classes, seminars, etc. are often held in hybrid mode (online/offline) using the existing IT facilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

63

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

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

26.7

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Detailed guidelines, procedures and rules & regulations related to the use of the library, laboratory, and general conduct in and within the campus while using various facilities provided by the college, are available in the college website, college notice board & respective Departments/centres. In general, the rules and guidelines insist on regularity, punctuality, cleanliness, and courteous behaviour. The institution also strictly prohibits ragging

as per UGC guidelines. Individual departments also maintain their own set of guidelines for utilising the resources of the laboratories. Optimal use of the resources is taken care of. In science laboratories, equipments, devices, instruments, computers, softwares are repaired and upgraded as and when required and depending on the availability of fund. Stock of Chemicals/reagents/consumable is maintained in Chemistry, Zoology and Botany laboratories. Standard safety and security are taken care of during the working of the students in the laboratories.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

199

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

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

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

7

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

C. 2 of the above

File Description	Documents
Link to institutional website	https://durgapurwomenscollege.ac.in/other-activities/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

113

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

113

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent

A. All of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

28

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

65

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

07

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

5.3 - Student Participation and Activities

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

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

12

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

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 aegis 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. IQAC also encourages the students to actively participate in various seminar/conferences in nearby Institutes.

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/students-council/
Upload any additional information	View File

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

138

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Durgapur Women's College

Durgapur - 713209

Activities of the Alumni Association

The Alumni Association was informally established by a few former students of this college with a mission to be involved with different activities of their own college as they have a deep passion for their institute.

They started to organize regular meetings with the passed-out students who are working in this college as teachers in various capacities and tried to expand their group activities -social and cultural. Finally, the Alumni Association has been registered officially on 8th August 2022. For the last two years, they have been organizing different social activities in this college. One representative from the Alumni Association has been accommodated as a member of the IQAC.

They are till now have not been able to provide any financial support to the college but by involving themselves in the cultural program or any health-related programs of the college surely they are becoming part of the development activities of the institution.

The structure of the Executive Committee of the Alumni Association is as follows:

Name Designation

1. Smt. Rina Kar Poddar President
2. Smt. Paromita Ghosh Vice-President
3. Smt. Manisha Banerjee Secretary
4. Smt. Rumpa Sinha Treasurer
5. Smt. Mandira Pal Chaudhury Cultural Secretary
6. Smt. Banani Roy Member
7. Smt. Sulata Das Member
8. Smt. Shatabdi Mukherjee Member
9. Rasmoni Saha Member

Some programs organized by the Alumni Association held in 2022-23 in the college-

1. Health check-up camp- 05/09/2022
2. Teachers' Day Celebration- 05/09/2022

3. Blood Donation Camp- 06/09/2022

4. Reunion-22/01/2023

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/alumnae/
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

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 aim of our College is to empower women in a holistic sense above caste, creed, community & religion by imparting sound graduate level instruction to girl students. Mere course-work, though, cannot completely prepare a woman to take on the mantle of responsibility in the working world. The College, therefore, provides various opportunities to women students to add these skills on along with their graduation studies. Keeping these in mind, under the guidance and supervision of Principal & the Teachers' Council, teachers act as Departmental heads, participate in various sub-committees and also in the Governing Body through their representatives. The nonteaching staff also participates in the Governing Body through their representative. Managing Units like the Governing Body & IQAC, strategize, plan and implement with a network of Committees under the 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 in exemplary manner to manage the affairs of the College. In addition to that, as a part of Institutional social responsibility, the NSS and NCC units of our College organized several outreach activities, social awareness and environmental awareness programmes.

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/vision-mission-and-motto/
Upload any additional information	View File

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

Decentralization and participative management is visible in various institutional practices including the admission process, conduct of University Examinations, routine making process, distribution of NAAC related work among teaching staff, etc. A number of committees (both statutory and non-statutory) are constituted by the Principal/Teacher in Charge prior to the commencement of the new academic session with the consent of the Teachers' Council for the smooth and efficient management of institutional curricular and co-curricular/extra-curricular activities. Each committee is assigned a specific task and members execute the task with consensus among themselves. 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. The Governing Body, IQAC and all sub-committees have teachers' representatives, while the Anti-Ragging Committee and Internal Complaints Committees have student representatives too. The non teaching staff help the students for different office related works.

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/statutory-cells-and-committees/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has undertaken several infrastructure development work such as repairing and painting in a part of the administrative building and installation of new pipeline for continuous water supply in the renovated students' hostel.

Initiative has been taken by IQAC to provide accommodation in the campus for the students coming from distant locations. The work has been undertaken so that the project can be implemented from the coming session.

The recently constructed RUSA building will be utilized for classes. The construction is being done from the RUSA 2.0 grant received by the college and is being monitored by the Head of the institution.

Enhance student-centered processes - identifying needy students and providing Free Studentship and Fee Waivers; disseminating information about available National and State Scholarships; scheduling classes to meet course-curriculum and student needs; conducting programmes for students to promote use of e-resources.

The new website of the college is being prepared and progress is regularly monitored by the E-committee.

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, training programmes and workshops.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://durgapurwomenscollege.ac.in/statutory-cells-and-committees/
Upload any additional information	View File

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, teaching and nonteaching staff representatives. It is followed by the post of the Principal as the institutional head. The next level is teaching staff consisting of Associate Professors, Assistant Professors, State Aided College Teachers (SACTs), Librarian and GLIs. The teachers act as the members of various committees formed by the Teachers' Council, both statutory and non-statutory ones. The GB, IQAC, Finance, Purchase,

Building Committee and PMU- RUSA are the statutory committees. There are several non- statutory committees for admission, examination, sports, routine preparation, cultural, etc. 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 Department of Higher Education, Government of West Bengal. 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.

Anti-Ragging Cell, Internal complaints committee, Students' Grievance Redressal Cell have been formed as per Government norms and guidelines. Departmental Heads keep the coordination between the college administration and the stakeholders of individual department.

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/statutory-cells-and-committees/
Link to Organogram of the Institution webpage	https://durgapurwomenscollege.ac.in/organogram/
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

1. IQAC encourages the teachers of the college to participate in OP/RC/STC/FDP, Seminars/Workshops, training programme to equip them with modern teaching learning methodologies.

2. Study leave, on duty leave to attend FDP, Child Care Leave, Maternity Leave, Casual leave, Half pay leave, etc. are given according to requirement and as per the Govt. rule and statute of the Affiliating University.

3. PF loan facility is available.

4. Ad-hoc payment of salary is provided to the newly appointed teachers till their pay fixation is in order.

5. Bonus/Ex-gratia is given to permanent NTS by The Govt. of West Bengal and management appointed casual non-teaching staff are paid from the College Fund during Durga Puja.

6. PF loan facility is available.

7. West Bengal Health Scheme benefit: Permanent staff get medical facilities under WBHS.

8. After retirement benefits for permanent employees: Pension and Family Pension Benefit, Gratuity Benefit & Leave Encashment

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/wp-content/uploads/2024/04/6.3.1-Welfare-Measures-for-Teaching-and-Non-Teaching-Staff.pdf
Upload any additional information	View File

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

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

0

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

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

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

01

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	View File
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

25

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

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

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 scrutinized files are then subsequently forwarded 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 of West Bengal Service Rules. During the academic session 2022-23, the files of faculty members and 01 NTS has been recommended by the Govt. of West Bengal.

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

6.4 - Financial Management and Resource Mobilization

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

The college conducts internal as well as external audits properly at regular interval of time. 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. The utilization of funds from RUSA 2.0 Project is

audited by the Higher Education Department, Govt. of West Bengal. So far the external audit has been carried out till the F.Y. 2018-19. As the Govt. is yet to nominate the C.A firm for external audit, the audit for subsequent years could not be carried out.

The audited reports are placed in the Finance Committee and subsequently in the Governing Body for approval and necessary action.

Academic Audit is generally done by the Affiliating University prior to start of each academic year.

A special financial and administrative audit has been carried out in this year by a team of auditors from A.G, Govt. of West Bengal. The report has been duly placed in the GB.

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/wp-content/uploads/2024/04/6.4.1-Institution-conduct-s-internal-and-external-financial-audits-Arup-Kole.pdf
Upload any additional information	View File

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)

2.36

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

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

The 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 thrice a year. The college also generates Non-Government Fund from students' admission Fees and submit a part of it to Treasury, Govt. of WB. The residual part of this fund is utilized in an optimal manner for the utmost benefits of the students and different stakeholders. In this way, the college authority tries to utilize the funds in optimal manners. The college adheres strictly to the government orders for disbursement of funds needed for infrastructural and academic development as and when necessary.

The college authority also approaches for MP-LADs, MLA Funds, other local Government bodies, industries, corporate houses and individuals to raise fund for infrastructure development, welfare of students and NTS.

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. Proposed necessary developments based on feedback collected from stakeholders.

2. Supervised utilization of RUSA 2.0 funds.

3. Provided suggestions to the Principal to take necessary steps to fill up vacant teaching posts, subscribe online journals, environment friendly initiatives, preparation of AQAR and SSR, etc.

3. Scrutinized and recommended the applications of faculty members and NTS for promotion.

6. Recommended the Teachers' Council to institutionalize the practice of mentoring the students.

7. Proposed to organize Yoga Classes, Development of Soft Skills like language and communication skills, computer skills etc.
8. Proposed to organize Quiz Contest, Students' Seminar, Value and Ethics Education, Gender Sensitization, Anti-Ragging programs, Career Counselling, Coaching or preparation for various job related examinations, Remedial Classes, NSS activities for the welfare of the local community, etc.
9. Organised computer training program for all staff of the college.
10. Organised workshop on NEP-2020.
11. Taken initiatives to register the Alumni Association and to involve the association in various activities.
12. Monitored the ongoing teaching learning process and CIE as prescribed by CBCS.
13. Taken initiatives to arrange inter-department class exchange program and to collaborate with neighbouring institutions.
14. Taken initiatives for implementing the 'Earn while Learn' programme.

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/wp-content/uploads/2024/04/6.5.1Significant-Contributions-of-IQAC-Arup-Kole.pdf
Upload any additional information	View File

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 stabilizing the improved quality

of teaching, learning and evaluation in order to enable a smooth transition from online teaching mode to physical classroom teaching.

Each department regularly takes Continuous Assessment of different types to understand the progress of the learners as per the guideline of the University. The outcomes of these assessments are shared with the students so that they can identify their strengths and weaknesses.

Subscription of E-journal and N-LIST for E-resources has been implemented.

The feedback of students, teachers and alumni 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.

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/activities/
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://durgapurwomenscollege.ac.in/minutes-of-igac-meetings/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Durgapur Women's College established solely for the purpose of educating and empowering women, has been working tirelessly in this field for the last four decades. The College works toward inculcating values of gender equity through curriculum delivery, choosing to offer courses that focus on women's issues. It also ensures that the students are empowered and find new employment avenues by offering different add-on courses. International Women's Day is celebrated in the College to remind the students and make them aware of the importance of financial self-reliance and the contribution of working women in the course of world history. The NSS unit of the College celebrates the achievements of pioneering women like Savitri Bai Phule through wall magazines to create awareness among the students. Information is disseminated in a timely and effective manner regarding the various scholarships available for girl-students by the state and central governments and corporate houses.

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	<p>a. The College premises is under CCTV surveillance to ensure the safety and security of the students. Security guards are posted at the College 24x7 and vehicles belonging to outsiders are not allowed within the College premises c. Students are provided with a Common room, though there is no Institutionalized system of Counseling at place right now, the teachers informally advice and and provide necessary guidance to the students in terms of their career related queries</p>

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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 bio-hazardous materials are properly sterilized and disposed of with regular trash. Toxic waste generated by the laboratory is buried deep underground so that it does not affect the health of the stakeholders.

The Durgapur Municipal Corporation has installed trash bins for set and dry waste on the College premises and regularly collect the same to keep the campus free of pollutantss and waste materials.

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	View File

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	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All of the above**

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

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

E. None of the above

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

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

C. Any 2 of the above

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The cosmopolitan nature of the Industrial City ensures that students from different linguistic, socio-economic, and ethnic backgrounds take admission to the College. Students with neuro-divergence and learning difficulties are taken special care of the teachers. The medium of instruction in the College is officially English, and Bengali, though teachers are in the habit of code-switching and code-mixing to facilitate the comprehension of those students who are not conversant in either of these two languages. All government norms regarding reservation during admission are strictly adhered to so that students from different social as well as economic backgrounds are able to take admission to the College. The NCC and NSS units of the College make sincere efforts to observe days and put up performances that emphasize the importance of inclusivity, tolerance, and harmony. Neuro-divergent students are not discouraged from taking admission to the College, on the contrary, the teachers maintain regular correspondence with the parents and monitor their progression.

The reservation policies of the Central as well as the State Governments in strictly followed during the admission process so that students belonging to various underprivileged classes/castes may get an opportunity to pursue higher studies. This practice also ensures the inclusion of students from every stratum of society and fosters an inclusive environment.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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

Durgapur Women's College strives hard to inculcate and maintain the constitutional obligations of the citizens of India amongst all its stakeholders through various means. Students from across disciplines are encouraged to participate in programmes like the Youth Parliament which instill in them a sense of duty and responsibility toward their country. Constitution Day is celebrated to remind all stakeholders to remind of the same. The curriculum, especially of the Humanities and Social Science departments also offers ample scope to disseminate these ideals amongst the students. The Republic Day of India is celebrated with due solemnity every year on the College premises, are the students are reminded of the constitutional values by the teachers. Students are also encouraged to, and do actively participate in essay writing, quiz, and debate competitions organized during the Vigilance Awareness Week observed by nearby Central Government Institutes.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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 **B. Any 3 of the above**

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	View File

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

The institution celebrates commemorative days, events and festivals of International, national, and state-level significance with due respect and solemnity. Cultural programmes, as well as various relevant competitions are organized by the College to mark these days. The NCC and NSS units, along with the Cultural Committee of the College ensure active participation from students, teachers and alumni on these occasions. Details of such celebrations/programmes are included in the Annual Report.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice 1- EMPHASIS ON EXTRA- AND CO-CURRICULAR ACTIVITIES AND COURSES

Objectives of the Practice- To ensure the holistic development of the students and nurture talents and qualities that enhance their employability and provide all-round education.

The Practice- The College offers various add -on courses and runs

extra- and co-curricular activities throughout the year so that the students can express and develop their various talents, and if possible turn them into marketable skills. A beautician course and a hobby course are regularly conducted for the students where they learn skills that they might later employ to become financially independent.

Evidence of Success- Our students have won several art and cultural competitions at various levels. Some of them have also started their small hand-crafted jewellery business and other entrepreneurial activities to become financially independent.

Problems Encountered and Resources Required- Lack of infrastructure and proper funding to run these courses often affect the outcome for the learners. Also, classes for such courses need to be scheduled out of Office hours which sometimes creates a problem for the students since many of them commute long -distances to reach the College.

Best Practice 2- ASSISTING STUDENTS WITH INFORMATION AND OBTAINING OF SCHOLARSHIPS

The Practice- The College informs the newly admitted students at the beginning of each session regarding how to obtain various scholarships offered by the state and the central governments, and non-Governmental organizations, students have benefitted immensely from these scholarships and timely dissemination of information.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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 priority of Durgapur Women's College, since its very inception, has been to empower women. For the last forty-two years, the College has ceaselessly worked in this direction. The College has catered to the academic needs of thousands of girl- students, many of whom have had extremely successful careers in various fields like teaching,

banking, the police, the corporate sector, and as independent entrepreneurs. Many of our former and present students are accomplished poets, danseuse, and editors of literary and cultural journals, thereby marking their names in the domain of arts, literature, and culture. Apart from the learning that is imparted through the curriculum set by the affiliating University, various value-added and professional courses offered by the College have helped its students find and follow their vocation. Being the only Women's College in the City of Durgapur, the Institution has left a mark on both the city's cultural and academic ambiance. The Alumni Association of the College actively keeps in touch with former students and regularly takes part in/organizes events in the College thereby remaining an active stakeholder in the progress and the development of the College.

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

At the beginning of each academic year, workshops (orientation meetings) are organised where an overview about the CBCS curriculum, academic, cultural and co-curricular activities of the college are presented. Regular departmental meetings are held in every semester to distribute workloads, plan the activities of the departments. 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 as per the Academic Calendar. Master routine is prepared and displayed. Theory & practical class records and students attendance register are maintained. Faculty members use charts, maps, models along with traditional chalk & board. Smart class room facility is also available. Seminars, workshops, special lectures, group discussion, quiz, etc. are conducted. Study materials, notes & question banks are provided in the class & whatsapp groups. Educational field visits & excursions are arranged. Projects are assigned to teach research skills. Computers, projectors and Audio Visual aids are used. 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. Remedial coaching is provided for slow learners.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://durgapurwomenscollege.ac.in/wp-content/uploads/2024/04/Criterial.1.1

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

The college adheres the academic calendar as provided by the University. The college executes continuous Internal Evaluation (CIE) for each semester as suggested by the affiliating

university (KNU). As per the calendar, internal exams are conducted by the Departments. For laboratory based subjects, emphasis is given on CIE. The checked answer scripts of Internal Assessments are shown to students to acquaint them their strengths and weaknesses and the students get opportunities to improve their learning skills. The college takes the responsibility to complete the curriculum The Teachers' Council keeps an eye on academic activity to ensure that the Academic Calendar is followed.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://durgapurwomenscollege.ac.in/wp-content/uploads/2024/04/Criterial1.1.2-Baishali-Dey.pdf

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

A. All of the above

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

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

25

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

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

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

02

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

535

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

535

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The college create awareness in students relevant to Professional

Ethics, Gender, Human Values, Environment and Sustainability through curriculum, viz.

a. Environment study to make students aware about environment & tree-plantation. b. Communication skills to teach the importance of life skills & ethics. c. Dance & singing workshops, yoga & hobby classes are conducted.

d. Anti ragging cell and Internal complaint cell organized programmes on Women Empowerment, celebration of Women's Day. Major gender issues are addressed through essay writings, poem & poster competitions, exhibitions & wall magazines, etc.

e. NSS promotes environment protection through tree plantation & undertakes activities in the nearby slum area like cleaning of drainage system, awareness on plastic pollution, etc. Poster & Debate competitions, quizzes, invited talks are organized to create awareness on biodiversity & sustainability.

f. Students celebrate various days like National Science Day, World Environment Day, NSS & NCC Day, etc.

g. The college has taken initiative in SWACH BHARAT CAMPAIGN introduced by Indian Government.

h. Our college integrates ethical & human values through extra-curricular activities. National festivals like Independence Day, Republic day, Birth anniversaries of Freedom fighters, Philosophers & scholars are celebrated to elevate patriotic & moral values. Health & hygiene awareness programmes, Thalassemia check-up camps, voter's club for awareness, Blood donation camp, Vigilance awareness week as advised by Govt. of India, Road safety programme etc. are conducted.

i. Use of renewable energy resources are adopted in the college.

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

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

02

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

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

28

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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	View File
URL for feedback report	https://durgapurwomenscollege.ac.in/wp-content/uploads/2024/04/Criterial.4.2

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	View File
Institutional data in prescribed format	View File

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

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

70

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

2.2 - Catering to Student Diversity

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

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	View File

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

Number of Students	Number of Teachers
1020	64

File Description	Documents
Any additional information	View File

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, viva-voce 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 write ups and presentations for college and departmental magazines. They prepare posters on various academic and social issues.

File Description	Documents
Upload any additional information	View File
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	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://durgapurwomenscollege.ac.in/wp-content/uploads/2024/03/2_3_2-Dwc-Compssc.pdf

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

64

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

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

64

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

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

21

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

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

2.4.3.1 - Total experience of full-time teachers

610

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Internal assessments are held as per the 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. Generally, teachers conduct more than one internal assessment in various modes as prescribed the University. Under CBCS, Continuous Internal Evaluation (CIE) of 10/15 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. The evaluated answer scripts are placed before the students to identify their strengths/weaknesses. 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.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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 answer scripts of internal examinations carefully within the stipulated time frame.

2. The evaluated answer scripts 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	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The Learning Outcome Based Curriculum framework (LOCF) was

introduced by the affiliating university from the academic session 2020-21. The Program Outcomes (PO) and Course Outcomes (CO) 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 and properly delivered to them by the teachers. On the basis of the feedback report, IQAC gives suggestions to the departments. The IQAC also collects feedback from the faculty members that whether the course outcomes mentioned in the syllabus are well defined and clear and forwards the feedback report to the authority for necessary action.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://durgapurwomenscollege.ac.in/wp-content/uploads/2024/03/Course-Outcome_Final.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

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 on Computer Skills by WEBEL Computer Application Centre 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 are being fulfilled. The assessment of program outcomes is accomplished by the institution by monitoring their performances and progression 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. This 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	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

225

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
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://durgapurwomenscollege.ac.in/wp-content/uploads/2024/03/SSS-22-23-IQAC-Durgapur-Womens-College.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

0

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

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

0

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

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

6

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

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

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

10

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

9

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

The college currently runs one NSS unit (50 intake capacity) and is planning to open another unit in the next academic session (50

intake capacity). On 5th September 2022, NSS unit & Alumni association of DWC jointly organised a health check-up camp supported by Vivekananda Pvt Hospital in our college premise. A Blood donation camp in collaboration with Bidhannagar Sub-Divisional Hospital Durgapur was held at college premise on 6th September, 2022. Members of Alumni Association actively participated in this programme. Both the students and staff along with the members of Alumni Association had participated in both these programmes. A special camp on general awareness camp on some basic social welfare issues was held at NSS adopted slum Barafkal Basti from 16th March to 22nd March 2023. It was a day-long camp. On the first day, a seminar was organised on "Rain Water Harvesting System". From the next day onwards, NSS volunteers performed different activities in the adopted slum.

NCC unit (5 Bengal Girls BN) of the college is a vibrant unit of Burdwan district. This unit successfully carried out, participated in many outreach programmes and also received many awards from various authorities. Details are given in the relevant places.

Students of NCC and NSS unit are well motivated and they have participated in various activities, viz. Tree Plantation Drive, Campus cleaning, Library Cleaning, Social Work in the nearby localities, etc.

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/nss/
Upload any additional information	View File

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

8

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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

40

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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

890

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

3.4 - Collaboration

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

3

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

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

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

2

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

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 25 Undergraduate courses by 19 Departments. The student strength in academic session 2022-23 is 1020. There are 40 classrooms, out of which there is 01 smart classroom. The institution has 1 Auditorium, 1 Seminar Room with Audio Visual facilities and 04 Computer Laboratories (Central Computer laboratory, Mathematics, Physics and Computer Science

Laboratories) and 01 computer training Centre run by WEBEL. There are total 15 Science laboratories for the departments of Chemistry, Physics, Botany, Zoology, Electronics, Mathematics, Geography, Computer Science and Psychology. The laboratories are well spaced and equipped with instruments to cover the UG syllabus. Currently, there are total 73 computers available in the college. Central library has a collection of 20768 books along-with subscription of online journals and many departments have their own seminar libraries. Central library has been automated by KOHA software. Central library has separate reading spaces for teachers and students.

There are facilities for co- curricular and sports activities within the college campus. College office, Departments and Libraries are connected with Broad Band. Wi-fi facilities are available in the campus for staff and students for academic purposes.

Sl. No

Class Room

Remarks

1.

101(Philosophy)

Departmental Class Room

2.

103

3.

104(Psychology)

Departmental Class Room

4.

107 (WEBEL)

WEBEL Centre Class Room

5.

108

6.

109

7.

113

8.

114

9.

116

10.

117

11.

118(History)

Departmental Class Room

12.

119 (Economics)

Departmental Class Room

13.

202

14.

203

15.

205

16.

206

A.V. Room

17.

207

18.

208

19.

209

20.

211

21.

212

22.

213

23.

214

24.

215

25.

216

26.

217

27.

218

ICT Room

28.

303

29.

304(Electronics)

Departmental Class Room

30.

305(Physics)

Departmental Class Room

31.

307

32.

308

33.

312(Chemistry)

Departmental Class Room

34.

314

35.

317

36.

319

37.

320

38.

R-1

RUSA Buliding

39.

R-2

RUSA Buliding

40.

R-3

RUSA Buliding

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.dwcollege.org/Women's%20Library/index.html

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

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. 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	View File
Paste link for additional information	https://durgapurwomenscollege.ac.in/?page_id=164

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

01

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

01

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://durgapurwomenscollege.ac.in/webel/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

26.7

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- 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	http://www.dwcollege.org/women's%20Library/index.html

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	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

34941	
File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
51	
File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File
4.3 - IT Infrastructure	
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi	
<p>The institution consistently upgrades its IT infrastructure, ensuring reliable broadband connection and Wi-Fi access across the college campus. From office management to library operations, all tasks are efficiently handled using the latest software updates.</p> <p>The entire college campus is enabled with JIO-Fi along with an added Wi-Fi (BSNL Wi Fi) in the college office. The college administrattion is managed by CAMS and the Library with KOHA software. These are updated periodically. The College admission, University enrollment, Admit card, Result, payment of student fees, payment of salary of staff, PF account maintenance, TDS (IT), etc. are all manganed online by various softwares. Four computer labs, office and all the departments are well equipped with internet connected IT facilities. Classes, seminars, etc. are often held in hybrid mode (online/offline) using the existing IT facilities.</p>	

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

63

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

26.7

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Detailed guidelines, procedures and rules & regulations related to the use of the library, laboratory, and general conduct in and within the campus while using various facilities provided by the college, are available in the college website, college notice board & respective Departments/centres. In general, the rules and guidelines insist on regularity, punctuality, cleanliness, and courteous behaviour. The institution also strictly prohibits ragging as per UGC guidelines. Individual departments also maintain their own set of guidelines for utilising the resources of the laboratories. Optimal use of the resources is taken care of. In science laboratories, equipments, devices, instruments, computers, softwares are repaired and upgraded as and when required and depending on the availability of fund. Stock of Chemicals/reagents/consumable is maintained in Chemistry, Zoology and Botany laboratories. Standard safety and security are taken care of during the working of the students in the laboratories.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

199

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

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

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

7

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

C. 2 of the above

File Description	Documents
Link to institutional website	https://durgapurwomenscollege.ac.in/other-activities/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

113

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

113

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

28	
File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
5.2.2 - Number of students progressing to higher education during the year	
5.2.2.1 - Number of outgoing student progression to higher education	
65	
File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File
5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)	
5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year	
07	
File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
5.3 - Student Participation and Activities	
5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year	
5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.	

12	
File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File
5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)	
<p>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 aegis 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. IQAC also encourages the students to actively participate in various seminar/conferences in nearby Institutes.</p>	
File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/students-council/
Upload any additional information	View File
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	
138	

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Durgapur Women's College

Durgapur - 713209

Activities of the Alumni Association

The Alumni Association was informally established by a few former students of this college with a mission to be involved with different activities of their own college as they have a deep passion for their institute.

They started to organize regular meetings with the passed-out students who are working in this college as teachers in various capacities and tried to expand their group activities -social and cultural. Finally, the Alumni Association has been registered officially on 8th August 2022. For the last two years, they have been organizing different social activities in this college. One representative from the Alumni Association has been accommodated as a member of the IQAC.

They are till now have not been able to provide any financial support to the college but by involving themselves in the cultural program or any health-related programs of the college surely they are becoming part of the development activities of the institution.

The structure of the Executive Committee of the Alumni Association is as follows:

Name Designation

1. Smt. Rina Kar Poddar President
2. Smt. Paromita Ghosh Vice-President
3. Smt. Manisha Banerjee Secretary
4. Smt. Rumpa Sinha Treasurer
5. Smt. Mandira Pal Chaudhury Cultural Secretary
6. Smt. Banani Roy Member
7. Smt. Sulata Das Member
8. Smt. Shatabdi Mukherjee Member
9. Rasmoni Saha Member

Some programs organized by the Alumni Association held in 2022-23 in the college-

1. Health check-up camp- 05/09/2022
2. Teachers' Day Celebration- 05/09/2022
3. Blood Donation Camp- 06/09/2022
4. Reunion-22/01/2023

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/alumnae/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

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 aim of our College is to empower women in a holistic sense above caste, creed, community & religion by imparting sound graduate level instruction to girl students. Mere course-work, though, cannot completely prepare a woman to take on the mantle of responsibility in the working world. The College, therefore,

provides various opportunities to women students to add these skills on along with their graduation studies. Keeping these in mind, under the guidance and supervision of Principal & the Teachers' Council, teachers act as Departmental heads, participate in various sub-committees and also in the Governing Body through their representatives. The nonteaching staff also participates in the Governing Body through their representative. Managing Units like the Governing Body & IQAC, strategize, plan and implement with a network of Committees under the 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 in exemplary manner to manage the affairs of the College. In addition to that, as a part of Institutional social responsibility, the NSS and NCC units of our College organized several outreach activities, social awareness and environmental awareness programmes.

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/vision-mission-and-motto/
Upload any additional information	View File

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

Decentralization and participative management is visible in various institutional practices including the admission process, conduct of University Examinations, routine making process, distribution of NAAC related work among teaching staff, etc. A number of committees (both statutory and non-statutory) are constituted by the Principal/Teacher in Charge prior to the commencement of the new academic session with the consent of the Teachers' Council for the smooth and efficient management of institutional curricular and co-curricular/extra-curricular activities. Each committee is assigned a specific task and members execute the task with consensus among themselves. 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. The Governing Body, IQAC and all sub-committees have teachers' representatives, while the Anti-Ragging Committee and Internal Complaints Committees

have student representatives too. The non teaching staff help the students for different office related works.

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/statutory-cells-and-committees/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has undertaken several infrastructure development work such as repairing and painting in a part of the administrative building and installation of new pipeline for continuous water supply in the renovated students' hostel.

Initiative has been taken by IQAC to provide accommodation in the campus for the students coming from distant locations. The work has been undertaken so that the project can be implemented from the coming session.

The recently constructed RUSA building will be utilized for classes. The construction is being done from the RUSA 2.0 grant received by the college and is being monitored by the Head of the institution.

Enhance student-centered processes - identifying needy students and providing Free Studentship and Fee Waivers; disseminating information about available National and State Scholarships; scheduling classes to meet course-curriculum and student needs; conducting programmes for students to promote use of e-resources.

The new website of the college is being prepared and progress is regularly monitored by the E-committee.

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, training programmes and workshops.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://durgapurwomenscollege.ac.in/statutory-cells-and-committees/
Upload any additional information	View File

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, teaching and nonteaching staff representatives. It is followed by the post of the Principal as the intuitional head. The next level is teaching staff consisting of Associate Professors, Assistant Professors, State Aided College Teachers (SACTs), Librarian and GLIs. The teachers act as the members of various committees formed by the Teachers' Council, both statutory and non-statutory ones. The GB, IQAC, Finance, Purchase, Building Committee and PMU- RUSA are the statutory committees. There are several non- statutory committees for admission, examination, sports, routine preparation, cultural, etc. 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 Department of Higher Education, Government of West Bengal. 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.

Anti-Ragging Cell, Internal complaints committee, Students' Grievance Redressal Cell have been formed as per Government norms and guidelines. Departmental Heads keep the coordination between the college administration and the stakeholders of individual department.

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/statutory-cells-and-committees/
Link to Organogram of the Institution webpage	https://durgapurwomenscollege.ac.in/organogram/
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

1. IQAC encourages the teachers of the college to participate in OP/RC/STC/FDP, Seminars/Workshops, training programme to equip them with modern teaching learning methodologies.
2. Study leave, on duty leave to attend FDP, Child Care Leave, Maternity Leave, Casual leave, Half pay leave, etc. are given according to requirement and as per the Govt. rule and statute of the Affiliating University.
3. PF loan facility is available.
4. Ad-hoc payment of salary is provided to the newly appointed teachers till their pay fixation is in order.

5. Bonus/Ex-gratia is given to permanent NTS by The Govt. of West Bengal and management appointed casual non-teaching staff are paid from the College Fund during Durga Puja.

6. PF loan facility is available.

7. West Bengal Health Scheme benefit: Permanent staff get medical facilities under WBHS.

8. After retirement benefits for permanent employees: Pension and Family Pension Benefit, Gratuity Benefit & Leave Encashment

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/wp-content/uploads/2024/04/6.3.1-Welfare-Measures-for-Teaching-and-Non-Teaching-Staff.pdf
Upload any additional information	View File

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

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

0

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

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

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

01

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	View File
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

25

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

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

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 scrutinized files are then subsequently forwarded 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 of West Bengal Service Rules. During the academic session 2022-23, the files of faculty members and 01 NTS has been recommended by the Govt. of West Bengal.

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

6.4 - Financial Management and Resource Mobilization

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

The college conducts internal as well as external audits properly at regular interval of time. 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. The utilization of funds from RUSA 2.0 Project is audited by the Higher Education Department, Govt. of West Bengal. So far the external audit has been carried out till the F.Y. 2018-19. As the Govt. is yet to nominate the C.A firm for external audit, the audit for subsequent years could not be carried out.

The audited reports are placed in the Finance Committee and subsequently in the Governing Body for approval and necessary action.

Academic Audit is generally done by the Affiliating University prior to start of each academic year.

A special financial and administrative audit has been carried out in this year by a team of auditors from A.G, Govt. of West Bengal. The report has been duly placed in the GB.

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/wp-content/uploads/2024/04/6.4.1-Institution-conducts-internal-and-external-financial-audits-Arup-Kole.pdf
Upload any additional information	View File

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)

2.36

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

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

The 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 thrice a year. The college also generates Non-Government Fund from students' admission Fees and submit a part of it to Treasury, Govt. of WB. The residual part of this fund is utilized in an optimal manner for the utmost benefits of the students and different stakeholders. In this way, the college authority tries to utilize the funds in optimal manners. The college adheres strictly to the government orders for disbursement of funds needed for

infrastructural and academic development as and when necessary.

The college authority also approaches for MP-LADs, MLA Funds, other local Government bodies, industries, corporate houses and individuals to raise fund for infrastructure development, welfare of students and NTS.

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. Proposed necessary developments based on feedback collected from stakeholders.
2. Supervised utilization of RUSA 2.0 funds.
3. Provided suggestions to the Principal to take necessary steps to fill up vacant teaching posts, subscribe online journals, environment friendly initiatives, preparation of AQAR and SSR, etc.
3. Scrutinized and recommended the applications of faculty members and NTS for promotion.
6. Recommended the Teachers' Council to institutionalize the practice of mentoring the students.
7. Proposed to organize Yoga Classes, Development of Soft Skills like language and communication skills, computer skills etc.
8. Proposed to organize Quiz Contest, Students' Seminar, Value and Ethics Education, Gender Sensitization, Anti-Ragging programs, Career Counselling, Coaching or preparation for various job related examinations, Remedial Classes, NSS activities for the welfare of the local community, etc.
9. Organised computer training program for all staff of the college.

10. Organised workshop on NEP-2020.

11. Taken initiatives to register the Alumni Association and to involve the association in various activities.

12. Monitored the ongoing teaching learning process and CIE as prescribed by CBCS.

13. Taken initiatives to arrange inter-department class exchange program and to collaborate with neighbouring institutions.

14. Taken initiatives for implementing the 'Earn while Learn' programme.

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/wp-content/uploads/2024/04/6.5.1Significant-Contributions-of-IQAC-Arup-Kole.pdf
Upload any additional information	View File

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 stabilizing the improved quality of teaching, learning and evaluation in order to enable a smooth transition from online teaching mode to physical classroom teaching.

Each department regularly takes Continuous Assessment of different types to understand the progress of the learners as per the guideline of the University. The outcomes of these assessments are shared with the students so that they can identify their strengths and weaknesses.

Subscription of E-journal and N-LIST for E-resources has been

implemented.

The feedback of students, teachers and alumni 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.

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/activities/
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://durgapurwomenscollege.ac.in/minutes-of-iqac-meetings/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Durgapur Women's College established solely for the purpose of educating and empowering women, has been working tirelessly in this field for the last four decades. The College works toward inculcating values of gender equity through curriculum delivery, choosing to offer courses that focus on women's issues. It also ensures that the students are empowered and find new employment avenues by offering different add-on courses. International Women's Day is celebrated in the College to remind the students and make them aware of the importance of financial self-reliance and the contribution of working women in the course of world history. The NSS unit of the College celebrates the achievements of pioneering women like Savitri Bai Phule through wall magazines to create awareness among the students. Information is disseminated in a timely and effective manner regarding the various scholarships available for girl-students by the state and central governments and corporate houses.

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	<p><u>a. The College premises is under CCTV surveillance to ensure the safety and security of the students. Security guards are posted at the College 24x7 and vehicles belonging to outsiders are not allowed within the College premises c. Students are provided with a Common room, though there is no Institutionalized system of Counseling at place right now, the teachers informally advice and provide necessary guidance to the students in terms of their career related queries</u></p>

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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 bio-hazardous materials are properly sterilized and disposed of with regular trash. Toxic waste generated by the laboratory is buried deep underground so that it does not affect the health of the stakeholders.

The Durgapur Municipal Corporation has installed trash bins for set and dry waste on the College premises and regularly collect the same to keep the campus free of pollutantss and waste materials.

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	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting

E. None of the above

Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants 	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	E. None of the above

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

<p>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</p> <p>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	C. Any 2 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

<p>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).</p> <p>The cosmopolitan nature of the Industrial City ensures that students from different linguistic, socio-economic, and ethnic backgrounds take admission to the College. Students with neuro-divergence and learning difficulties are taken special care of the teachers. The medium of instruction in the College is</p>
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officially English, and Bengali, though teachers are in the habit of code-switching and code-mixing to facilitate the comprehension of those students who are not conversant in either of these two languages. All government norms regarding reservation during admission are strictly adhered to so that students from different social as well as economic backgrounds are able to take admission to the College. The NCC and NSS units of the College make sincere efforts to observe days and put up performances that emphasize the importance of inclusivity, tolerance, and harmony. Neuro-divergent students are not discouraged from taking admission to the College, on the contrary, the teachers maintain regular correspondence with the parents and monitor their progression.

The reservation policies of the Central as well as the State Governments in strictly followed during the admission process so that students belonging to various underprivileged classes/castes may get an opportunity to pursue higher studies. This practice also ensures the inclusion of students from every stratum of society and fosters an inclusive environment.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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

Durgapur Women's College strives hard to inculcate and maintain the constitutional obligations of the citizens of India amongst all its stakeholders through various means. Students from across disciplines are encouraged to participate in programmes like the Youth Parliament which instill in them a sense of duty and responsibility toward their country. Constitution Day is celebrated to remind all stakeholders to remind of the same. The curriculum, especially of the Humanities and Social Science departments also offers ample scope to disseminate these ideals amongst the students. The Republic Day of India is celebrated with due solemnity every year on the College premises, are the students are reminded of the constitutional values by the teachers. Students are also encouraged to, and do actively participate in essay writing, quiz, and debate competitions organized during the Vigilance Awareness Week observed by nearby

Central Government Institutes.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	View File

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

The institution celebrates commemorative days, events and festivals of International, national, and state-level significance with due respect and solemnity. Cultural programmes, as well as various relevant competitions are organized by the College to mark these days. The NCC and NSS units, along with the Cultural Committee of the College ensure active participation from students, teachers and alumni on these occasions. Details of such celebrations/programmes are included in the Annual Report.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice 1- EMPHASIS ON EXTRA- AND CO-CURRICULAR ACTIVITIES AND COURSES

Objectives of the Practice- To ensure the holistic development of the students and nurture talents and qualities that enhance their employability and provide all-round education.

The Practice- The College offers various add -on courses and runs extra- and co-curricular activities throughout the year so that the students can express and develop their various talents, and if possible turn them into marketable skills. A beautician course and a hobby course are regularly conducted for the students where they learn skills that they might later employ to become financially independent.

Evidence of Success- Our students have won several art and cultural competitions at various levels. Some of them have also started their small hand-crafted jewellery business and other entrepreneurial activities to become financially independent.

Problems Encountered and Resources Required- Lack of infrastructure and proper funding to run these courses often affect the outcome for the learners. Also, classes for such courses need to be scheduled out of Office hours which sometimes creates a problem for the students since many of them commute long -distances to reach the College.

Best Practice 2- ASSISTING STUDENTS WITH INFORMATION AND OBTAINING OF SCHOLARSHIPS

The Practice- The College informs the newly admitted students at the beginning of each session regarding how to obtain various scholarships offered by the state and the central governments, and non-Governmental organizations, students have benefitted immensely from these scholarships and timely dissemination of information.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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 priority of Durgapur Women's College, since its very inception, has been to empower women. For the last forty-two years, the College has ceaselessly worked in this direction. The College has catered to the academic needs of thousands of girl-students, many of whom have had extremely successful careers in various fields like teaching, banking, the police, the corporate sector, and as independent entrepreneurs. Many of our former and present students are accomplished poets, danseuse, and editors of literary and cultural journals, thereby marking their names in the domain of arts, literature, and culture. Apart from the learning that is imparted through the curriculum set by the affiliating University, various value-added and professional courses offered by the College have helped its students find and follow their vocation. Being the only Women's College in the City of Durgapur, the Institution has left a mark on both the city's cultural and academic ambiance. The Alumni Association of the College actively keeps in touch with former students and regularly takes part in/organizes events in the College thereby remaining an active stakeholder in the progress and the development of the College.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

For the coming academic session, The IQAC and the Governing body of the Institution have chalked out a plan of action to strengthen its outreach programmes for the benefit of the students and teachers in general. These plans are--

1. To provide a hostel facility for students on the College premises to cater to the needs of the outstation learners
2. To open a Psychological Counselling cell for the students. To open a Women's study Centre/cell that will organize workshops, seminars, and hands-on training for our students and the students will be equipped to assist various small women entrepreneurs to apply for bank loans etc.
3. To sign Memorandum of Understanding with neighbouring educational Institutions and training centres to facilitate academic, industrial exchange, and collaboration, and also to help the students in future with their internship which is now a part of the NEP curriculum.
4. To run a value-added school for the children of the College-adjacent slum area which is the adopted village of the College's NSS Unit, where the students and teachers will take turns to teach them various activity-based learning and impart a holistic approach toward education.
5. To organise more Value Added Seminars/Workshops in the college.
6. To organise International/National/State level Seminars/Webinars/Workshops on various Academic, Legal, Awareness Generating issues.
7. To develop and maintain the infrastructure of the college.
8. To give more emphasis on the Environmental issues, viz. Plantation, Gardening, Developing Wet-land Ecosystem in the campus.