YEARLY STATUS REPORT - 2023-2024

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.	03432601160
• Mobile No:	07679068077
• Registered e-mail	durgapurwomenscollege@gmail.com
• Alternate e-mail	ecommitteedwc@gmail.com
• Address	Mahatma Gandhi Road
• 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	Grants-in aid

• Name of the Affiliating University	**Kazi Nazrul University**
• Name of the IQAC Coordinator	**Dr. Amitayu Chakraborty**
• Phone No.	**9732375433**
• Alternate phone No.	**03432601160**
• Mobile	**07679068077**
• IQAC e-mail address	**dwciqac2017@gmail.com**
• Alternate e-mail address	**ecommitteedwc@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://durgapurwomenscollege.ac.in/
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/calender-and-holidays/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**2.77**	**2017**	**30/10/2017**	**29/10/2022**
Cycle 2	**B**	**2.13**	**2024**	**21/11/2024**	**20/11/2029**

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	**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**

• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	**7**
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

11.Significant contributions made by IQAC during the current year (maximum five bullets)

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 seminar on NEP-2020 for students and staff Organised orientation workshop for newly admitted students to make them aware about CBCS, certificate courses, various facilities and scholarships available in the college IQAC has taken initiatives to organise various seminars, cultural/ co-curricular and sports activities and functional MoUs IQAC organised health check-up camp in collaboration with Alumni Association.

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. Eresources were also made

	available to the students and teachers. New college website is functional
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.
Preparation of IIQA and SSR for 2nd cycle NAAC accreditation	The College got accredited by NAAC in November 2024
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 seminars	Teachers organised and also participated in 30 seminar/workshops/webinars at the College
Teachers were advised to participate in various professional development (OP, RC, FIP, STC, Workshops, etc.) programmes	Teachers participated in various programmes at their best.
Signing MOU with various academic/professional organisations/Institutions for the better academic/career development opportunities.	27 functional MoUs were made and maintained
Preparation of AQAR	AQAR 2023-24 has been prepared
Students were encouraged to take part in extension activities	Several students took part in extension activities via NCC and NSS

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	28/01/2025

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2024	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 is 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 audiovisual 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. Recently, the College has been authorised to open a Study Centre for Netaji Subhas Open Universirty (NSOU).

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   **978**

Number of students during the year

File Description	Documents
Data Template	[View File]

2.2   **850**

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

File Description	Documents
Data Template	[View File]

2.3   **90**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File]

3.Academic

3.1   **64**

Number of full time teachers during the year

File Description	Documents
Data Template	[View File]

3.2   **64**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**516**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**978**

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	**850**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**90**

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	**64**

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)	**55.63**
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

The college follows the academic calendar issued by the university &executes it potently.The Head of the Departments conducts meetings at regular intervals to distribute workload, plan the activities of the department. Routine committee prepares master routine which is then prepared individually by department HODs & displayed on the Notice Board &college website.

The syllabus link is provided to the students . Lesson plans are prepared individually by faculties. Tutorial classes & Practical with records are maintained .There is utilization of well equipped laboratories. Faculties uses ICT class,flim clubs along with chalk & board. Seminars,workshops,remedial class,group discussion,quiz are conducted .Study materials , question banks are provided in the class. Educational surveys &excursions are arranged. Projects are assigned to teach research skills. Carrier counseling ICT based materials are uploaded on the website. Computer,LCD projectors and Audio Visual aids are used. Each department

maintain a seminar library for students. College encourages faculties in orientation , FDP &Refresher courses.The college collects feedback from students, teachers & alumni . Feedbacks are reviewed. Class tests are taken repeatedly.Scripts are shown to students.Mentoring is done.Monthly meetings are held for academic guidance .

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://durgapurwomenscollege.ac.in/wp-content/uploads/2025/01/1.1.1_lessonplan_23-24.pdf

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

The college executes continuous Internal Assessment for each semester as suggested by the affiliating university (KNU).College coheres the academic calendar as provided by the university. As per the calendar,internal exams are conducted on the dates scheduled by each Dept.For laboratory based subject emphasis is given on CIE for practicle papers.The schedule for End semester exams as fixed by universityis displayed on notice boards,college website.The answer scriptsof Internal Assessment are also shown to students..All notices regarding exam enrolment is also taken care of by sharing online & offline mode & taking efforts to communicate with students who misses the time slots. So that they do not miss it.The teachers council ensures the implementation of the academic calendar by monitoring academic activities.College fixes schedules for conducting extra curricular & social activities viz celebration of birth anniversaries of national icons, college foundation day, blood donation camphealth check ups,freshers welcome, orientation program,celebration of various National & International days & Indian festivals like sorod utsab,saraswati puja & basanta utsav. TC through academic committee meetings are done frequently, reviews for revision of academic calendar by the university, institute incorporates the necessary changes accordingly.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	https://durgapurwomenscollege.ac.in/calender-and-holidays/

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	B. Any 3 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)

5

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

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

622

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

622

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

1.3 - Curriculum Enrichment

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

Faculties of our college create awareness about various crosscutting issues through curriculum for example a. Environment study to make students aware about environment & maintaining balance by tree-plantation. b. Spoken English classes & MIL classes to teach the importance of life skills . c. GENDER: programmes for women such as hobby class,various, anti harassment & internal complaint cell organizes programmes like women's Day. health checkups, menstrual hygiene ,gender sensitization , legal literacy, electoral cell. ENVIRONMENT & SUSTAINABILITY:NSS unit undertakes activities in the nearby slum area like cleanliness, how to use less plastic. celebrate HAR GHAR TIRANGA,NSS Day, distributing study materials to the slum childrens,health

awareness programmes,tree plantation.Traffic assistance ,college has solar panels.Celebration of World Environment Day,Meditation day,NSS & NCC Day etc.The college has taken initiative in SWACH BHARAT CAMPAIGN.NSS unit also arranged for Free covid-19 vaccination camp. HUMAN VALUES & PROFESSIONAL ETHICS: .National festivals like Independence Day,Republic day celebration of birth anniversaries of Freedom fighters,Indian Philosophers take place to elevate patriotic & moral values. Compassion is a fundamental human value that involves recognizing the suffering of others and taking actions to alleviate it..Hence various health & hygiene awareness programmes, Thalassemia check-up camps,voter's club,Blood donation camp,Road safety programme etc.are conducted.

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

4

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	View File
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

`45`

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	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)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://durgapurwomenscollege.ac.in/wp-content/uploads/2025/01/Merged-Feddback-2023-24_compressed.pdf

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

951

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

89

File Description	Documents
Any additional information	View File
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 and enhance the learning levels of students. Learning levels are evaluated through regular interactions with students during class lectures, formative assessments, problem-solving sessions, and viva voce examinations. Classes are conducted in both online and offline modes, often incorporating group discussions to promote collaborative learning.

Special attention is given to slow learners through remedial classes, group discussions, and academic counseling. Regular assessment tests are conducted to monitor their progress. Similarly, advanced learners are provided with specialized classes aimed at improving their communication and presentation skills, including the preparation of PowerPoint presentations on topics of their choice.

Students are actively encouraged to participate in various

competitions such as debates, creative writing, and elocution contests. They are also motivated to organize and take part in presentation programs tailored to their skills and abilities. Additionally, students are occasionally sent to nearby institutions to attend seminars, workshops, special lectures, and events commemorating important occasions to broaden their exposure.

File Description	Documents
Link for additional Information	https://www.knu.ac.in/syllabus-sub-category-wise-page https://www.knu.ac.in/syllabus-sub-category-list/3 https://www.knu.ac.in/syllabus-sub-category-list/2-list/1/1
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
978	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 students is facilitated through project work, laboratory activities, field studies, and various experiments included in Skill Enhancement Courses (SEC). Departments aim to strengthen academic abilities through periodic assignments, seminar presentations, viva voce sessions, and more.

In laboratory-based subjects, students are divided into small groups, each led by a peer leader. Assignments are provided to enhance their problem-solving skills. Participatory learning is fostered through the mutual exchange of knowledge within and across groups.

Participative learning is further enriched by attending seminars,

workshops, and participating in quiz competitions, essay writing contests, and other events at college, state, and inter-institutional levels. Some departments encourage students to independently write on various topics. These write-ups and presentations are submitted for inclusion in college and departmental magazines.

Students also engage in preparing posters on academic and social issues, showcasing their creativity and raising awareness.

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 employ a variety of ICT-enabled tools to ensure an effective teaching and learning process. This approach saw significant improvement during the academic session 2021-22 due to the online teaching-learning mechanisms necessitated by the pandemic.

Google Classroom is widely used by teachers for conducting classes and managing assignments, while students actively participate by preparing and presenting PowerPoint presentations. Online teaching platforms such as Google Meet and Zoom are commonly utilized for virtual classes.

Faculty members also prepare e-texts and upload video lectures, allowing students to learn at their own pace and convenience beyond 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/new-age-learning/

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	View File
mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

64

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

669

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 conducted in accordance with University norms. Teachers frequently organize evaluations to assess students' proficiency and provide detailed feedback on their performance after reviewing their answer scripts. Re-examinations are arranged for students whose performance is deemed unsatisfactory.

Typically, teachers conduct more than one internal assessment in various formats prescribed by the University. Under the CBCS (Choice-Based Credit System), Continuous Internal Evaluation (CIE) is mandatory, with 10/15 marks allocated for theory and 30 marks for laboratory work for each paper, as per University guidelines. Departments administer these tests and ensure that the marks are submitted within the stipulated timeframe.

The departments notify students of assessment dates well in advance. Evaluated answer scripts are returned to students to help them identify their strengths and weaknesses. Recognizing the significance of CIE marks, departments carefully preserve corrected answer scripts to address any future queries.

In addition to scheduled assessments, several departments conduct surprise tests and facilitate group discussions. Home assignments are also assigned to gauge students' understanding of specific topics.

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 attentively address students' grievances and handle their concerns with sensitivity.

1. **Teachers meticulously evaluate the answer scripts of internal examinations within the stipulated timeframe.**
2. **The evaluated answer scripts are shared with the students for their review.**
3. **Students with poor performance are encouraged to take a retest for improvement. Additionally, opportunities for enrichment are provided through assignments, PowerPoint presentations, and similar activities.**
4. **In some departments, multiple tests are conducted for each paper, with either the best performance or the average performance being considered.**
5. **For practical papers, Continuous Internal Evaluation (CIE) is conducted throughout the semester by the respective teachers. This includes assessments based on attendance, experimental aptitude, the ability to analyze results, and performance in viva-voce.**

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 in the academic session 2020-21. The Program Outcomes (PO) and Course Outcomes (CO) for each discipline are uploaded and displayed on the college website.

During the orientation session for newly admitted students, teachers communicate the program outcomes to them. At the

beginning of each semester, before commencing a course, teachers conduct interactive classes to inform students about the course outcomes and address any related queries.

In every academic session, the Internal Quality Assurance Cell (IQAC) collects feedback from students to ensure that the expected competencies, course outcomes, and program outcomes were effectively communicated and delivered by the teachers. Based on the feedback, the IQAC provides suggestions to the respective departments.

Additionally, the IQAC collects feedback from faculty members to evaluate whether the course outcomes mentioned in the syllabus are well-defined and clear. The feedback report is then forwarded to the appropriate authorities 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 places a strong emphasis on outcome-based education to enhance learners' employability. Every course and program includes well-defined course and program outcomes that are seamlessly integrated into the syllabus. Skill Enhancement Courses are a vital part of this approach, equipping learners with practical skills in their chosen subjects to ensure that learning extends beyond textbooks and theoretical knowledge.

Additionally, two add-on courses on Computer Skills offered by the WEBEL Computer Application Centre provide students with job-oriented skills. The Continuous Evaluation system allows both learners and teachers to periodically assess whether the objectives and desired outcomes of the courses and programs are being met.

The institution assesses program outcomes by monitoring students' performance and progression after completing their degrees. Many

students secure employment and pursue higher studies or diploma programs at prestigious institutions across the country. Program outcome attainment is further evaluated through students' participation in activities such as seminars, quiz competitions, and coding competitions at state and national levels.

The attainment of course outcomes is assessed through students' performance in continuous internal assessments. Constructive assessments, including student seminars, viva-voce, lab-based investigations, and field studies, also contribute to this evaluation process.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://durgapurwomenscollege.ac.in/wp-content/uploads/2024/11/Programme-Outcomes.pdf

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

90

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/2025/01/sss2023-24-Arjita-Banerjee.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)

NIL

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

30

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

3

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

7

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

During the academic year, the NSS Unit of Durgapur Women's College organized several extension activities aimed at sensitizing students to social issues and promoting their holistic

development. These initiatives engaged students with local communities, fostering awareness and encouraging active participation in societal well-being.

1. Disha, DWC: It is a value-added school for the underprivileg edhttps://durgapurwomenscollege.ac.in/dishadwc-value-added-school-for-the-underprivileged/

2. Azadi Ki Amrit Mahotsav (03/08/2023): This event commemorated India's 75th Independence Anniversary, engaging 12 students in activities that instilled patriotism and historical consciousness.https://durgapurwomenscollege.ac.in /wp-content/uploads/2024/10/AZADI-KA-AMRIT-MAHOTSAV_KRANTITEERTHA_DWC_REPORT.pdf

3. Swachhata Program at Barafkal Paramananda Basti (27/03/2024): A cleanliness drive in the adopted slum involved 21 students, where they educated residents on sanitation and waste management, promoting a cleaner environment.

4. Cycle Rally to Promote Cleanliness (30/03/2024): With 75 student participants, this rally focused on spreading awareness about cleanliness in the locality, encouraging local residents to adopt healthier, eco-friendly practices.

5. World Environment Day (11/06/2024): Involving 37 students, this event emphasized environmental conservation, with activities like tree planting and awareness campaigns on sustainable living.

These activities significantly contributed to students' development, enhancing their leadership, communication, and social responsibility. By directly engaging with community issues, students gained a deeper understanding of civic duties, environmental stewardship, and national pride, fostering a well-rounded and socially conscious outlook.

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/dishad wc-value-added-school-for-the- underprivileged/
Upload any additional information	**No File Uploaded**

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

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

2

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

34

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

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

583

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

2

File Description	Documents
e-copies of linkage related Document	View File
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

27

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Our institution offers a diverse range of 25 undergraduate courses across 19 departments, catering to 1020 students. The campus boasts 40 classrooms, including a smart classroom, an auditorium, and a seminar room. Four computer laboratories, 15 well-equipped science laboratories, and a computer training center support practical learning.

Technological resources include 63 computers, and the central library holds 20,768 books and online journals. The library is automated using KOHA software and offers separate reading areas.

The institution promotes a holistic educational experience with co-curricular, sports, and cultural activities. Connectivity is prioritized with broadband and campus-wide Wi-Fi accessibility.

Key Highlights:

- 25 undergraduate courses across 19 departments - 1020 students - 40 classrooms, including a smart classroom - 4 computer laboratories and 15 science laboratories - Automated central library with 20,768 books - Campus-wide Wi-Fi accessibility

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

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 instituiton 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.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://durgapurwomenscollege.ac.in/1411-2/

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

1

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

1

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://durgapurwomenscollege.ac.in/1411-2/
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)

55.63

File Description	Documents
Upload any additional information	**No File Uploaded**
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 Koha 23.05.16**
- **Year of Automation 2023-2024**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	https://durgapurwomenscollege.ac.in/about-the-library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

35400

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

65

File Description	Documents
Any additional information	No File Uploaded
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

IT Infrastructure and Digital Governance

Our institution prioritizes the development of its IT infrastructure, ensuring seamless connectivity and efficient management of college operations. The entire 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 software, while the library operations are automated using KOHA software. All college-related tasks, including admission, university enrollment, admit cards, results, student fees, staff salaries, PF account maintenance, and TDS (IT), are managed online through various software.

Four computer labs, the office, and all departments are well-equipped with internet-connected IT facilities. Classes, seminars, and other academic activities are often held in hybrid mode (online/offline) using the existing IT facilities.

To ensure the security of the infrastructure, the institution has installed 25 CCTV cameras that provide 24x7 surveillance. This underscores the institution's commitment to providing a conducive learning environment that harnesses the power of technology.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://durgapurwomenscollege.ac.in/ssr/

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)

31.83

File Description	Documents
Upload any additional information	**No File Uploaded**
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.

Infrastructure and Facilities:

Our institution provides a wide range of facilities to support academic, extracurricular, and personal growth.

Laboratories:

- 15 well-equipped science laboratories catering to various departments like Chemistry, Physics, Botany, Zoology, Electronics, Mathematics, Geography, and Computer Science

- Necessary instruments to support the undergraduate syllabus effectively

Computer Facilities:

- Four computer laboratories, including a central computer laboratory

- Central Computer Lab for Interdisciplinary studies

- Computer training centre operated by WEBEL since 2009

- 63 computers

- Four computer labs well-equipped with internet-connected IT facilities

- Hybrid mode (online/offline) classes and seminars using existing IT facilities

Auditorium and Seminar Rooms:

- Auditorium with audiovisual capabilities

- Seminar room with audiovisual capabilities

Sports Facilities:

- Play Ground for sports activities like Basketball, Volley Ball, Badminton, Run, and Foot Ball tournament

Nature Park and Canteen:

- Nature Park for relaxation and recreation

- Canteen facilities available within the college campus

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Solar Panel System and Hostel:

- Solar Panel System for alternate sources of energy and energy
conservation measures

- Hostel facilities for girl students, including SC/ST/OBC and
General Caste students

- Hostel provides essential facilities like clean drinking water,
24x7 security, nutritious dining options, dedicated study spaces,
green environment, and peaceful socializing areas


Classrooms:

- 40 classrooms for academic activities
```

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://durgapurwomenscollege.ac.in/infrastrucatural-facilities/

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

265

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	*View File*
Upload any additional information	*View File*
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	*View File*

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

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

12

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	**B. 3 of the above**

File Description	Documents
Link to institutional website	**Nil**
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

3

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

3

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 mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	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

13

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

16

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

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

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

4

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.

1

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

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

Students representation in college administrative activities is nill. But students are engaged in different cocuricular activities organized by college. Hobby classes are conducted weekly by Pidilite at AV Room and the name of the concerned trainer Poritosh Dhabol. Sufficient number of students in this class and certificates are given to the participants. Weekly Yoga classes are conducted at the college campus. The name of the trainer is Jyothsna Banerjee. Hair and skin care (beautician) course is being conducted by Swami Vivekananda Vanni Prachar Samity in collaboration what Durgapur Women's College which is of 6 months duration. This course is running for several years in this college. Science day and workshop are also organized by the science departments of the college.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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

16

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

Alumni Association of Durgapur Women's College

Alumni Association has been informally established by 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 organise regular meeting 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. Since last two years they are organising different social activities in this college. One representative from the Alumni Association has been accommodated as a member in 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 programme or any health related programmes 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 GhoshVice-President

3. Smt. Manisha Banerjee Secretary

4. Smt. Rumpa Sinha Treasurer

5. Smt. Mandira Pal ChaudhuryCultural Secretary

Some below programs were organized by our alumni association during the session 2023 -2024:

1. Thalassemia Camp-11.09.2023

2. Children'sDay celebration and gift distribution-14.11.2023

3. Blood Donation Camp-12.12.2023

4. Reunion-10.02.2024

5. International Women's Day Celebration and Blood Donation Camp-10.03.2024

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	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The 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/ 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 Governing Body, Anti-Ragging Committee and Internal

Complaints Committees have student representatives too. The non teaching staff help the students for different office related works. In addition to the above committees, some cells and centers such as Placement Cell, Women;s Cell, Nandanik: A center for performing Arts, Women's Study Centre, etc. are there. Those cells and Centers work in consonance with the College Mission and vision.

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

In response to the implementation of the National Education Policy (NEP) 2020, the college has undertaken a thorough review and necessary amendment was done form academic year 2023-24 onwards.

The following perspective plans were realized during the year:

At the beginning of every semester strategic planning meetings are conducted by the IQAC and academic committee for better planning and implementation of teaching learning mechanism. The plan serves as the roadmap for achievement and the college's overall development.

Memoranda of Understanding (MoUs) with renowned academic institutions to facilitate better utilization of knowledge/ resources and identification of scope of internship.

In almost every year, external academic audit is conducted by the affiliating University and financial audits are conducted by state Govt. nodal agencies.

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 student needs; conducting programmes for students to promote use of e-resources

The new website of the college has been prepared and is regularly

monitored by the E-committee/IQAC.

Obtain feedback from student and teachers on the effectiveness of the curriculum design; introduction of formal mentorship to guide them in curriculum preparedness and future academic pursuits. Increase professional development for the entire staff through lectures and workshops.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://durgapurwomenscollege.ac.in/activities/
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 that of the teaching staff consisting of Associate Professors, Assistant Professors, State Aided College Teachers (SACTs), Librarian and GLAs. The teachers act as the members of various committees framed by the Teachers' Council – both statutory and non-statutory ones. The GB, IQAC, Finance, Purchase 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/wp-content/uploads/2025/01/6.2.2_2023-24-Arup-Kole.pdfreated
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	View File
Screen shots of user interfaces	View File
Any additional information	View File
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

Welfare measures for the teaching-staff :

1. Study leave, on duty leave to attend FDP/OP/RC, etc, Child Care Leave, Maternity Leave, Casual leave, Half pay leave, Earned Leave etc. are given according to requirement.

2. PF loan facility is available.

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

Welfare measures for the Non-teaching staff:

1. Bonus is given to casual non-teaching staff individually from the College Fund during Durga Puja.

2. PF loan facility is available.

West Bengal Health Scheme benefit:

Permanent staff gets Medical Treatments Government and empanelled Non-Government Hospitals. The expenditure is reimbursed by the Government of West Bengal.

After retirement benefits:

1. Pension and Family Pension Benefits

2. Gratuity Benefit

3. Leave Encashment

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/wp-content/uploads/2025/01/6.3.1-Supporting-Document-Arup-Kole.pdf_be_Created
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

NIL

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

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

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

11

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

03

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

The Performance Appraisal System for teaching and non-teaching staff is followed as per the Government Guidelines. As per G.O. No. 1196-Edn(A)/5P-90/12 dated 31.12.12, Memo No. ED-104/2013 dated 18-02-2013, Memo No. Ed293/2013, 07.05.2013, Memo No.ED 049/2016/OM-38L/2016 dated 03-03-2016 and 198-EH/ (CG)/ (A)5P-90/12 (Pt) dated 07.12.2017, of the Government of West Benga, the IQAC of the institution invites applications from the teaching and non teaching staff in the prescribed proforma, which are verified and checked by the IQAC and the Head of the Institution and then forwarded to the Screening/Selection Committee comprising of the Government Nominee and the Subject Experts from the affiliating University. The verified files are then subsequently sent to the Department of Higher Education, Government of West Bengal for necessary action. The Performance Appraisal System of non-teaching staff is followed as per the Government West Bengal Service Rules. During the academic session 2023-24, the CAS files of 03 faculty members for promotion to the next higher grade/level are submitted to IQAC for Screening and for necessary action.

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/wp-content/uploads/2025/01/42150_75_1737708242.pdf
Upload any additional information	View File

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 intervals 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 FY 2022-23. The Authority also conducts internal audit of different Govt. & Non-Govt. collection through reputed Chartered Accountant firm.

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

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

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/wp-content/uploads/2025/01/6.4.1_Supporting-Document-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)

17190

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	View File
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 (Jan, April & Aug). The college also generated Non-Government Fund from students' admission Fees and submit a part of it to Treasury, Govt. of WB through TR-7 Form. 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 issued government orders for disbursement of funds needed for infrastructural and academic development as and when necessary.

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/wp-content/uploads/2025/01/6.4.1_Supporting-Document-Arup-Kole.pdfeds_to_be_created
Upload any additional information	View File

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. IQAC collected feedback from the students, teachers and alumni, analyzes them and takes necessary actions for improvements.

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

3. IQAC provided suggestions to the Principal to take necessary steps on different aspects such as filling of vacant teaching posts, subscription of online journals, and environment friendly initiatives, AQAR and SSR preparation, etc.

3. Scrutinized and forwarded of the applications of 04 faculty members for CAS.

6. IQAC recommended the Teachers' Council to incorporate the practice of mentoring the students formally.

7. IQAC also proposed to create slots in the college routine to organize Yoga Classes, Development of Soft Skills like language and communication skills, computer skills etc. After these proposals IQAC takes necessary steps to institutionalize the same.

8. IQAC proposed to include co curricular classes in the college routine to organize Quiz Contest, Students' Seminar, Value and Ethic Education, Gender Sensitization, Anti-Ragging programs, Career Counseling, Coaching or preparation for entrance examinations, Remedial Classes, NSS activities for the students etc.

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/wp-content/uploads/2025/01/6.5.2_2023-24-Arup-Kole.pdfnk Needs to be created
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

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 encourages students to develop a

deep feeling of care, kindness and compassion towards all human beings.

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 weakness.

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

The feedback of students, teachers, alumni and employers on curricular aspects are reviewed by the IQAC to provide suggestions for implementation such as the program outcomes and course outcomes are uploaded in the institutional website and orientation programs are also organized to make students aware of the learning outcomes.

Effective mentoring mechanism was also planned by the IQAC through proper notification.

File Description	Documents
Paste link for additional information	https://durgapurwomenscollege.ac.in/wp-content/uploads/2025/01/6.5.2_2023-24-Arup-Kole1.pdfeeds to be created
Upload any additional information	View File

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/aqar/
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

- **The College plans to sensitize the students and staff members to issues pertaining to gender sensitization through seminars and workshops. The College has a Women's Cell as well as a Women's Study Centre to sensitize and raise awareness among the students. These two Cell and Centre have plans to organize gender sensitization programmes throughout the year. The College also organizes regular programmes in collaboration with the local women's police station to spread awareness regarding issues like cyber security for women, as well as general issues regarding the safety and security of women.**

https://durgapurwomenscollege.ac.in/womens-cell/

https://durgapurwomenscollege.ac.in/womens-study-centre/

a.The College and the College hostel is under CCTV surveillance and are monitored by security personnel 24x7. No vehicles belonging to outsiders are allowed into the College premises. The College also has an active Internal Complaints committee (ICC) and anti-ragging cell and squad to look into any grievances.

https://durgapurwomenscollege.ac.in/anti-raggingcommittee/

b.The College has a psychological counselling cell where a trained counsellor provides counselling services to the students in need.

Complete confidentiality is maintained in case of counselling of the students.

https://durgapurwomenscollege.ac.in/psychological-councelling-cell/

c. The College has a common room for students which they can use during the break or in case they do not have any class.

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	**Nil**

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	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

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

Chemical waste generated by the laboratories is neutralized before disposal. Part of the waste generated by the Botany department is used as manure for the College garden. The Zoology Department keeps Biological Specimens in sealed eco-friendly bags which are then sealed and placed in additional trash bags for final disposal. Containers with 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 wet and dry waste on the College premises and regularly collect the same to keep the campus free of pollutants 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	https://durgapurwomenscollege.ac.in/wp-content/uploads/2024/10/Green-Report_merged.pdf
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	E. None of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:	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	**D. Any 1 of the above**

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**B. Any 3 of the above**

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

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

The cosmopolitan nature of the Industrial City ensures that students from different linguistic, socio-economic, and ethnic backgrounds take admission to the College. Students with neurodivergence and learning difficulties are taken special care of the teachers. The mediums of instruction in the College are 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. Neurodivergent 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 Competition 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	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness	B. Any 3 of the above

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	**No File Uploaded**

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	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

Best Practice 1- DISHA-DWC (A Value-Added School)

Objectives of the Practice- To provide academic and co-curricular

support to the students of nearby Barfkal slum area.

The Practice- A value-added school has been established by the College where the underprivileged young students from the nearby slum area come for help with their schoolwork. The NSS volunteers and some teachers of the College regularly take classes at Disha-DWC. The students at the school are not only imparted educational skills, they are also taught singing, dancing, and various other kinds of co-curricular activities by the student-volunteers.

Evidence of Success- The students being taught at Disha -DWC have successfully performed cultural programmes in the Annual Social Fest of the College. Their English speaking and writing skills have also improved after joining the School.

Problems Encountered and Resources Required- At present the school is being run at a vacant room in the College hostel, a dedicated room is required since the number of students is quite large. Also, since most of the teachers are student volunteers, classes get temporarily disrupted during their semester examinations.

Best Practice 2- The Automation of Administrative Departments of the College

Objective of the Practice- To make the College Office fully automated for the smooth functioning of the College and all its administrative Departments

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Being the only women's College in the City of Durgapur, Durgapur Women's College has left a mark in the education and academic upliftment of the students in the area. Many of our former students are now placed in various Multi National Companies, Banks, School, Colleges and Government jobs, several students have become entrepreneurs as well. Many of them also pursue higher studies and go on to acquire a PhD degree.

The College has also left a mark in its surrounding areas through its extension and outreach activities, Disha-DWC is a prime example of that. The NSS and NCC Units of the College also undertake various outreach and extension programmes to give back to the society. Many of our former and present students are accomplished poets, danseuse, and editors of present students are accomplished poets, danseuse, and editors of 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.

https://durgapurwomenscollege.ac.in/institutional-distinctiveness-and-best-practices/

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

7.3.2 - Plan of action for the next academic year

- To open PG courses in English and Bengali Departments and upgrade the Hindi Department to offer 4-year Honours course
- To make the new women's hostel under construction fully functional
- To organize seminars, workshops and FDPs for the benefit of both students and teachers
- To undertake a rainwater harvesting project
- To receive research grants from various funding agencies and to encourage the faculty members to undertake research and apply for such grants.