



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Dr. B.R. Ambedkar College
• Name of the Head of the institution	Prahallad Chandra Biswas
• Designation	Teacher in Charge
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03471254207
• Mobile No:	9732708384
• Registered e-mail	ambedkarcollege@rediffmail.com
• Alternate e-mail	j.nayek@gmail.com
• Address	P.O. Betai, Nadia-741163
• City/Town	Betai, Nadia
• State/UT	West Bengal
• Pin Code	741163
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	University of Kalyani				
• Name of the IQAC Coordinator	Jayanta Kr Nayek				
• Phone No.	03471254207				
• Alternate phone No.	7003275032				
• Mobile	9591706456				
• IQAC e-mail address	j.nayek@gmail.com				
• Alternate e-mail address	ambedkarcollege@rediffmail.com				
3. Website address (Web link of the AQAR (Previous Academic Year))	https://dbrac.ac.in/Pdf/AOAR/AOAR_2019-20.pdf				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://dbrac.ac.in/Pdf/Academic_calender/Academic_calender_2020-21.pdf				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.76	2009	15/06/2009	14/06/2014
Cycle 2	B	2.09	2017	23/01/2017	22/01/2022
6. Date of Establishment of IQAC			06/03/2021		
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	
NIL	NIL	NIL	NIL	NIL	
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	3	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<ul style="list-style-type: none"> • Prepared an Action Plan for the 2020-2021 academic year. • Organised a number of Webinars concerning the academic and administrative responsibilities of college instructors. • During COVID 19, in collaboration with the Career and Personal Counselling Cell, we organised webinars on career and mental health issues affecting students. • During COVID 19 took initiative in regard to regular online seminars and the evaluation of students via Google classroom. • Introduction of an online examination portal for question paper upload, viewing, answer script submission, acknowledgment receipt, and answer script evaluation viewing. 		
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
To introduce certificate courses.	Due to the nationwide pandemic, it was impossible to launch certificate programmes.
Enhancement of online courses and measures for internal evaluation via online assignments.	In accordance with the central and departmental semesterly routines, regular online courses were held via Google classroom. Google classroom was also used to administer internal assessments and exams as part of the evaluation system.
Introduction of online classes during COVID situation.	The IQAC, in consultation with the instructors, has decided to implement online classes in the next session
To persuade academic staff to plan conferences, workshops, webinars	Several national and international webinars in various interdisciplinary subjects were all effectively carried out.
E - Learning facilities to be improved.	WebOPAC was implemented so that students can search library materials, access the NLIST database, view the syllabus, and access university-level questions from the college's website.
To construct a gymnasium facility for the students.	A gymnasium construction has been started for the students and staffs
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body	13/04/2022

14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020	30/09/2020
15. Multidisciplinary / interdisciplinary	
<p>The institution has begun emphasising holistic and inter-disciplinary education. We often exchange instructors between departments. In addition, NEP 2020 stipulates that a student must study a multidisciplinary subject for at least three semesters during the undergraduate programme. It will provide pupils with enormous benefits. It opens the door to learning a variety of subjects throughout the course of their studies, which can ultimately enhance their employability.</p>	
16. Academic bank of credits (ABC):	
<p>Academic bank of credit system has not yet started for the university. It has multiple advantages for the students. Hope, It will start soon. Our college has already asked students to enroll in SWAYAM, NPTEL courses.</p>	
17. Skill development:	
<p>Our institution, in conjunction with IQAC, has already processed this mission and arranged for special knowledge and soft skills for students, such as spot reading grooming for language skill development, students seminar programmes, colloquia, and "Book Review" to develop communicative skill.</p>	
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
<p>Several initiatives are taken by our institution to ensure the maintenance, expansion, and vitality of India's languages. As a medium of instruction, mother tongue is preferred. To promote the strength, usage, and vitality of Indian Languages, 'Devnagari' is favoured for the Sanskrit language, and the English language is emphasised.</p>	
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):	
<p>Focusing on outcome-based education, the institution maintains academic standards in all spheres while monitoring continuous</p>	

quality improvement. The Institute has prioritised the development of a well-structured mentor-mentee system in which the faculty's function as instructor, trainer, or mentor adapts based on the desired outcomes.

20.Distance education/online education:

The Institution runs 1 Distance learning Centre (University of Kalyani DODL) successfully.

Extended Profile

1.Programme

1.1	12
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	No File Uploaded

2.Student

2.1	3412
Number of students during the year	

File Description	Documents
Data Template	No File Uploaded

2.2	1024
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	No File Uploaded

2.3	1599
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	No File Uploaded

3.Academic	
3.1	11
Number of full time teachers during the year	
File Description	Documents
Data Template	No File Uploaded
3.2	14
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1	21
Total number of Classrooms and Seminar halls	
4.2	9.72
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	28
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>Dr. B. R. Ambedkar College is affiliated with and adheres to the curriculum of the University of Kalyani.</p> <ul style="list-style-type: none"> At the beginning of the year, the college creates an academic calendar that includes information about the start of classes, examinations, and the various academic activities planned by the college. The academic calendar is published on the website of the college. Through departmental meetings, the curriculum is distributed to the teachers. 	

- Regular departmental meetings are also held to discuss the level of completion of the syllabus. Teachers record the subject taught in each class in order to monitor the progress of curriculum coverage.
- The use of ICT-based teaching and learning methods is widespread. During the pandemic, Google Meet was used to conduct regular online classes.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

According to the academic calendar of the university with which it is affiliated, tentative dates for admission, the start of classes, internal exams, and final exams are inserted into the college's academic calendar. The academic calendar is used by the college to announce the dates of admission, the start of classes, internal examinations, and final exams. The academic calendar assists professors in preparing their individual lesson plans. The completion of the curriculum according to the teaching plan is strictly monitored by the heads of each department. Continuous Internal Evaluation (CIE) includes internal examinations and assignments for students. Teachers assign students tasks in accordance with department-specific instructional plans.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://dbrac.ac.in/Pdf/Academic_calender/Academic_calender_2020-21.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the

D. Any 1 of the above

following academic bodies during the year.
 Academic council/BoS of Affiliating University
 Setting of question papers for UG/PG
 programs Design and Development of
 Curriculum for Add on/ certificate/ Diploma
 Courses Assessment /evaluation process of the
 affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	No File Uploaded

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

12

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

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)

0

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

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

0

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

0

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

1.3 - Curriculum Enrichment

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

In general, value-added classroom instruction assists students in developing their character and ethics, as well as fostering gender sensitivity, human values, and environmental awareness. During the pandemic, the institution has attempted to incorporate cross-cutting issues related to Professional Ethics, Gender, human values, the environment, and sustainability through online instruction and seminars.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

2

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

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)	No File Uploaded

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

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

3752

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

1023

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

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

Participatory learning is organised by the college in the form of student seminars on a variety of topics included in their curricula. In both online and in-person classes, academic issues are discussed, and suggestions are made based on the results of internal assessments. Slow students are assigned specific library assignments. In some departments with a large number of students, teachers meet with their students to determine the reasons for their poor academic performance and, if applicable, to discuss their complaints openly. Students are also guided individually on the corrective measures necessary to address the causes of their academic lag.

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

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

Number of Students	Number of Teachers
3412	41

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Dr. B. R. Ambedkar College employs student-centered strategies to improve their educational experiences. Among the efforts conducted are:

- Students regularly participate in various co-curricular and outreach programmes.
- The college offers a variety of arrangements that encourage students to take charge of their own knowledge and skill development. All departments primarily employ the lecture method.
- The college's NSS unit and IQAC organised webinars for students to educate them on covid-19 and preventative and corrective measures.
- Teachers are encouraged to evaluate students using a variety of methods, such as assignments, texts, departmental screening mechanisms, continuous evaluations, quiz competitions, and so on.
- The college organises annual sports to assist students develop physical fitness.

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

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

- The college's campus is Wi-Fi enabled. The college's ICT-enabled classrooms with computers and projectors aid the e-learning process.
- Students are encouraged to create presentations, assignments, and project and field reports using Microsoft Word, Microsoft PowerPoint, Microsoft Excel, and other ICT applications. During the pandemic, teachers have been participating in online lectures via Google Meet.

The college has Automated Library software (Soul 3.0) with WEBOPAC and NLIST to ensure that everyone has access to electronic resources.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)**2.3.3.1 - Number of mentors**

41

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

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year**

10

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

2

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	No File Uploaded

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**

101

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

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.

The college's evaluation process includes class examinations, internal assessment tests, etc. The departments administer exams of internal evaluation at predetermined intervals. Before taking internal assessment exams, students conduct a comprehensive review of the chapters covered in class. Even after unit exams have been administered, students are given the opportunity to review their answer scripts for future corrections and improvement.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

- Students are informed of their attendance record, which is part of the internal examination.
- The answer scripts of internal class tests and assignments are shared with students, and any corrections in the total number of points or assessment of answers identified by students are promptly addressed by the faculty members.
- Concerned teachers frequently explain to students their weaknesses and methods to improve their performance. The academic integrity of egregious errors and unanswered concerns is explained.
- If a student is unable to appear for an examination due to a

medical condition, an internal examination is conducted for that student in accordance with the regulations, provided he or she submits the appropriate application and supporting documentation.

- If a student is dissatisfied with his or her grades, he or she may submit a request for re-evaluation of his or her answer script at the University's discretion and for a fee.

File Description	Documents
Any additional information	No File Uploaded
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.

- In the Orientation Programme for newly admitted students during the first week of a new academic session, a summary of the program's outcomes is presented.
- Emphasis is given on the students' communication skills so that they can effectively exchange ideas, thoughts, and information.
- Occasionally, former students of certain departments who are continuing their education at universities are invited to deliver special lectures and inspire the current students by sharing their own experiences.
- The College organises seminars on recruitment processes, higher education institutions, and employment opportunities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

- The college conducts continuous internal evaluation through examinations, discussions, and project-based assignments, which helps to measure course outcomes and provides students with opportunities for growth.

- The department identifies academically deficient students and arranges remedial classes for them, while students with the highest scores on university examinations are awarded, thereby encouraging others to excel.
- Success in NET, SET, and other State or Central government administered competitive examinations.
- In a number of curricula, practical examinations and viva voce/group discussion make the evaluation of learning outcomes more objective.

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

2.6.3 - Pass percentage of Students during the year

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

1599

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	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://dbrac.ac.in/Pdf/IOAC/SSS/SSS_2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

0

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

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

18

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

3.2 - Research Publications and Awards

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

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

1

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

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

4

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

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

- Covid 19 awareness program: In the face of such unprecedented obstacles, educating people about the nature of the disease can be one of the most effective methods to combat it. The

college organised a programme to raise awareness and educate students, faculty, and the local community about the prevention and dissemination of novel corona virus disease.

- During the Covid 19, the college's faculty and staffs distributed food to those in need.
- The college organized several webinars in various topics during the covid period which effectively portray the problematic mindscape of people caught up in the whirlwind of uncertain time.

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

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

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

0

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

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

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

0

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

3.4 - Collaboration

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

0

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

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

- The college has 3 three storied and a two storied buildings. One auditorium and a G+2 women's hostel are there. The college also consists of 20 classrooms, 9 departments, one seminar hall, a library, a reading room, a geography lab, a gymnasium.
- The institute's teaching and learning facilities are well-defined and adequate. There are over thirty classrooms, some of which contain ICT-enabled amenities. Some classrooms are equipped with LCDs and projectors.
- There are approximately 20,000 books in the library.
- The library utilises Soul software.
- Students have identity cards with bar code capabilities.
- The university is a participant in N-List and NDL.
- In addition, nearly every department is provided with at least one computer for the use of instructors and students. Teachers are also given personal laptops to facilitate online classes, examinations, and other online academic activities.

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

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

- The College encourages participation in cultural and athletic activities. Numerous students participate in a variety of interior and outdoor activities as part of the annual college sports programme.
- The college has a fitness centre for students and faculty.
- Throughout the year, the Cultural Committee of the college organises numerous dance, music, photography, debate programmes.

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

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

3

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

3

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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

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

829181

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

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

- Since 2017, the college library has been entirely automated with the library automation software Soul.
- The circulation system in the library is completely automated.
- WEBOPAC is introduced for remote access to the library, allowing users to search for books or add them to a virtual shopping cart for later use. They can reserve library materials at any time, from any location.
- Before the introduction of WEBOPAC, users could search the library collection using OPAC (within the library only).

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

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

C. Any 2 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)	No File Uploaded

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

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

0

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

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**

35

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

- Complete online admission system has been introduced.
- The college is fully Wi-Fi enabled.
- Soul (library software) has been upgraded from 2.0 to 3.0.
- Under the terms of an annual maintenance contract, the website of the college is routinely maintained and updated.
- Stakeholders provide online feedback, which is revised regularly.

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

4.3.2 - Number of Computers

40

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

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

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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

5.06

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

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.

The college has a purchase committee responsible for the acquisition and management of a variety of infrastructure facilities.

Anti-virus software is installed on computers to ensure the database's cyber security.

Annually, the central library conducts a physical inventory and purges outmoded and antiquated books. Pest control is also performed annually.

The relevant instructor routinely inspects the sports and gymnasium's equipment.

The Group D personnel is responsible for maintaining the cleanliness and regular dusting of the desks and chairs.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

2280

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

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

18

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	C. 2 of the above
File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

35

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

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

39

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

5.3 - Student Participation and Activities

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

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

0

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

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

- IQAC, the Anti-Ragging Committee, the Students' Grievance Redressal Cell, and the Internal Complaints Committee all have student representation. Students are represented on various extracurricular committees, including the Sports Committee, Cultural Committee, Magazine Committee, Saraswati Puja Committee etc.
- There is currently no authorised Student Council at our institution. Due to the pandemic and the extended absence of college students, the committees were unable to operate at full capacity.

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

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

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

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

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

Even though the college does not have a registered Alumni Association, there are Whatsapp groups dedicated to the alumni of each department. Ex-students are always encouraged to feel free to share their constructive ideas about any aspect of the college in this digital forum. There is also a mechanism for receiving their feedback on a variety of issues. They are discussed, and whenever practicable, applicable recommendations and advice are implemented.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	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

- Participation of students, faculty, and non-teaching personnel in administrative and decision-making bodies.
- Modernization of classrooms and laboratories, as well as expansion of digital resources, will enhance the teaching and learning environment.
- The holistic development of students through extracurricular activities, athletics and gymnasium facilities, and psychotherapy.
- The Heads of Departments, Conveners of various committees, and staff representatives on higher decision-making bodies play a crucial role in determining and implementing institutional policies.
- Even through a Whatsapp group, student-teacher interactions were conducted online. Staff and students had the distinct opportunity to participate in webinars from the comfort of their own homes, which were organised at regular intervals by various college departments.

- College students and faculty have access to e-resources of scholarly materials through SOUL software and INFLIBNET. Thus, the college is now transitioning to an online mode of operation in all areas with a clear vision of systematic and rapid updating of all types of work.

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

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

- Admission procedure is conducted by the Admission Committee and Academic Subcommittee.
- The Routine Committee prepares a coordinated schedule with each department.
- Academic issues are discussed by the Teachers' Council, with an elected teacher serving as secretary and the principal as chairman.
- Each faculty member participates in various subcommittees.
- Representation of teachers on committees such as NCC, NSS, Placement, and Student Welfare Cultural Committee.
- Representation of students and non-teaching staff in IQAC, Governing Body, student affairs, sports, etc.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Annual Calendar

Annual Institutional Plan

Annual Academic Plan

Annual Quality Assurance Report

MOUs with other academic institutions

Vision and Mission of the College

Departmental Action Plan

Needs of the Students and

Future Plans of the College

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The structure of the organisation is as follows:

Under the direction of the President, the Governing Body discusses issues pertaining to finances, infrastructure, faculty recruitment, etc.

The TIC, assisted by the Teachers' Council and the Non-Teaching Staff, serves as the college's principal administrator and oversees its overall operation.

The departmental-in-charges, in collaboration with the TIC and their respective departments, fulfil the academic, financial, and co-curricular needs of their respective departments.

The Internal Quality Assurance Cell (IQAC) ensures quality through academic and administrative audits as well as through skill-based and quality events.

The Bursar, who is appointed by the Governing Body and recommended by the TIC, oversees the college's internal finances and financial audit to ensure efficient use of funds.

The Librarians oversee the maintenance and preservation of the library, as well as the enhancement of its academic resources and

facilities.

In collaboration with NSS, and other committees, the Student Council addresses student-related concerns and plans extracurricular activities.

Administrative Staff members are appointed in accordance with University of Kalyani and UGC regulations. Administrative decisions are carried out by the administrative officer, with the assistance of the accountant, cashier, and a team of employees.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

- West Bengal Health Scheme for Grant-in-College & University Teachers
- Group Savings Linked Insurance Scheme (GSLIS) participation.
- Disbursement of Recovery-Based Advance Festival Bonus in accordance with Government Order

- In accordance with government regulations, Provident Fund loans are available to the teaching community.
- Completely Wi-Fi enabled campus
- Department-specific rooms.
- Both teaching and non-teaching personnel must have access to sports facilities on Sports Day.
- Teachers, non-teaching personnel, and students compete in cricket and football matches.

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

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

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

0

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

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

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

0

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

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

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

2

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

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

The IQAC of the college regularly monitors the performance evaluations of the instructional staff. The TIC meets monthly with the staffs to discuss corrective measures and performance enhancements. The chiefs of respective departments evaluate the non-teaching staff: office staff by the Head Clerk, accounts section staff by the Accountant, laboratory assistants and attendants by the

respective Departmental In-Charges, and library staff by the librarian. The teaching personnel are evaluated by IQAC, TIC, and external subject specialists.

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

6.4 - Financial Management and Resource Mobilization

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

On a regular basis, external audits are performed. A brief introduction to internal audit has been completed for the 2018-2019 fiscal year. As determined by the HE of the Government of West Bengal, external audit for 2020-2021 has not yet been conducted. Internal Audit for 2020-2021 is still incomplete.

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

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

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

0

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

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

The institution's funds are allocated for the benefit of its stakeholders. With the approval of the Finance Subcommittee and Governing Body of the college, funds collected for various purposes are distributed for their designated purposes, such as the Cultural fund, Sports fund, Library fund, etc. Additionally, the Finance Subcommittee and Governing Body allocate additional funds for the Academic and Physical maintenance of the Infrastructure. Through the Tender and Purchase Sub-Committee and Infrastructure Sub-Committee, these funds are utilised appropriately.

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

6.5 - Internal Quality Assurance System

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

- Digital library resources, including INFLIBNET-NLIST and other e-resources.
- The IQAC has organised seminars, workshops, and webinars for teachers for administrative and academic purposes.
- In addition, the IQAC organises seminars and webinars for students to assist them in pursuing higher education and finding suitable employment after completing their undergraduate and graduate studies.
- IQAC was also responsible for advising students on government and non-government scholarship and fellowship opportunities and had organised a workshop for this purpose.

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

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

Through IQAC, the institution conducts periodic evaluations of the teaching and learning process, operational structures and methods, and learning outcomes. Through a series of meetings, the academic subcommittee has been provided with resolutions. The academic subcommittee decides to initiate the plan through meetings with various department directors or representatives. The IQAC oversees the entirety of the activity, monitors it, and provides continuous recommendations for improvement.

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

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

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://dbrac.ac.in/Pdf/IQAC/Resolution/Resolution_2020-2021.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

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's active Internal Complaints Cell and Anti-Sexual

Harassment Cell are equipped to handle sexual harassment-related complaints.

The college has a common chamber for women.

The College also provides safety and security facilities, such as CCTV cameras, security guards, etc., which aid in monitoring the protection of female students.

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	No File Uploaded
Any other relevant information	No File Uploaded

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

The college campus is declared as a 'plastic free zone'

For solid wastes, dustbins are located in nearly every corner of the college so that any garbage or waste can be dumped in them, and then the waste management team of the local Panchayat Samity clears them away.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit

E. None of the above

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

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

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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 College was closed on March 16, 2020, and reopened on November 1, 2021, as a result of Covid 19, which prevented much from

occurring during the year. The majority of the programmes were organised online.

The following programmes were held:

1. Programme on 'Stress Management'
2. Programme on 'Rabindra Jayanti'
3. Sarad Utsav (celebration of Durgoutsav)
5. Bjoya sammilani - Organised by Cultural Committee

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

- Independence Day, Republic Day, and National Youth Day are administered by the college to ensure continuous participation, collaboration, and the inculcation of values with decision-making processes and governance structures that promote a more responsive environment.
- The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The institute planned in past years to conduct awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc. involving students.

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

C. Any 2 of the above

of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

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

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

The College celebrates different events, festivals & observation days throughout the year:

Independence Day, International Yoga Day, Republic Day, Netaji Subhas Chandra Bose's Birthday, Pandit Iswar Chandra Vidyasagar Birth Anniversary, Ambedkar Jayanti, International Language Day, Sharodostav, Librarian's Day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice 1

Title of the Practice - COVID-19 pandemic awareness programme and other programs via webinar

Best Practice 2:

Title of the Practice: Social service for the local poor residents.

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

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