



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	DR. BHUPENDRA NATH DUTTA SMRITI MAHAVIDYALAYA
Name of the head of the Institution	Dr. Nirmala Rajak
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03422584616
Mobile no.	9434029146
Registered Email	bhupendranathdutta@yahoo.com
Alternate Email	iqac2019_dbndsm@yahoo.com
Address	PO - Hatgobindapur
City/Town	Purba Bardhaman
State/UT	West Bengal
Pincode	713407

<b>2. Institutional Status</b>	
Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Rural</b>
Financial Status	<b>Self financed and grant-in-aid</b>
Name of the IQAC co-ordinator/Director	<b>Dr. Srabani Bose</b>
Phone no/Alternate Phone no.	<b>03422584616</b>
Mobile no.	<b>8250067182</b>
Registered Email	<b>iqac2019_dbndsm@yahoo.com</b>
Alternate Email	<b>bhupendranathdutta@yahoo.com</b>

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="https://www.dbndsm.edu.in/images/uploads/AQAR_2018-2019.pdf">https://www.dbndsm.edu.in/images/uploads/AQAR_2018-2019.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://www.dbndsm.edu.in/images/uploads/Academic%20Calendar%202019-20.pdf">https://www.dbndsm.edu.in/images/uploads/Academic%20Calendar%202019-20.pdf</a>

**5. Accrediation Details**

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.47	2008	16-Sep-2008	15-Sep-2013
2	B	2.61	2014	24-Sep-2014	23-Sep-2019

<b>6. Date of Establishment of IQAC</b>	<b>08-Dec-2008</b>
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**7. Internal Quality Assurance System**

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

IQAC Meetings	21-Dec-2019 1	12
IQAC Meetings	03-Jan-2020 1	9
IQAC Meetings	15-Apr-2020 1	9
IQAC Meetings	13-Jun-2020 1	9
Plantation of tree	22-Jul-2019 1	30
Webinar on e-content creation and delivery	18-Jun-2020 1	198
Webinar on universal values and ethics	27-Jun-2020 1	81
Orientation Programme for first Sem students regarding CBCS Syllabus and rules and regulations of the college	29-Aug-2019 1	286
Regular submission of AISHE	11-Mar-2020 1	3
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Bhupendra Nath Dutta Smriti Mahavidyalaya	RUSA 1.0	Govt. of India & Govt. of W.B.	2019 730	416667
Dr. Bhupendra Nath Dutta Smriti Mahavidyalaya	Sensitization campaign for college students on Tobacco	Burdwan II block	2019 1	7000
Dr. Bhupendra Nath Dutta Smriti Mahavidyalaya Mahavidyalaya	Red Ribbon Club	The University of Burdwan	2020 365	8000
Dr. Bhupendra Nath Dutta Smriti Mahavidyalaya	District level inter college sports and games	Govt. of W.B.	2020 3	231525
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**9. Whether composition of IQAC as per latest**

Yes

<b>NAAC guidelines:</b>	
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No
<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>	
Organised formal orientation programme for all 1st semester students	
Initiated online system of teaching learning in the college	
Initiated inter college sports and games championship	
Creation of an official YouTube channel for college.	
Implementation of formal students' mentoring system	
No Files Uploaded !!!	
<b>13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year</b>	
<b>Plan of Action</b>	<b>Achivements/Outcomes</b>
Formalise orientation programme of the 1st semester students	Orientation programme was organised
To make a step towards upgradation of green campus	Trees were planted in the monsoon in the college premises
To initiate inter college sports and games championship	Inter college sports and games under the University of Burdwan was organised
To organise seminars	Two webinars were organised on 'e-content creation and delivery' and 'Universal values and ethics'
To organise an outreach programme	Masks and sanitisers were distributed among the villagers
To create an official YouTube channel	An official YouTube channel was

of the college	launched on 18.06.2020
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<b>14. Whether AQAR was placed before statutory body ?</b>	Yes				
<table border="1" style="width: 100%;"> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> <tr> <td>The Governing Body</td> <td>08-Oct-2021</td> </tr> </table>		Name of Statutory Body	Meeting Date	The Governing Body	08-Oct-2021
Name of Statutory Body	Meeting Date				
The Governing Body	08-Oct-2021				
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No				
<b>16. Whether institutional data submitted to AISHE:</b>	Yes				
Year of Submission	2019				
Date of Submission	12-Feb-2019				
<b>17. Does the Institution have Management Information System ?</b>	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The college uses different Management Information System in admission, administration, library and financial sector. Admission: The entire admission procedure is carried out through online mode. Following the instruction of Higher Education Dept. notification of registration for admission is processed through college website. Student can select subjects under new CBCS system. Lists of eligible candidates seeking admission for different subjects are published in the web portal. The process of fee deposit for admission is managed online to keep the procedure cashless, smooth and hassle free. Administration: Student data related management is done through College Administrative Management System (CAMS). After admission all basic data of students including name, address, age, sex, caste category, religion category, subject chosen in different semesters are recorded. List of students enrolled to the university, details of students including subject choice going to appear examinations in each semester are available through this system. Library: The Library Information System is operated through</p>				

Koha which is an integrated library management software. The software is compliant to international standards for bibliographic format and networking protocols. It provides a strong support system through data acquisition, cataloguing and circulation. Searching and cataloguing are done through Online Public Access Catalogue (OPAC).  
Finance: Financial transactions of college is done through WBIFSM which is an integrated financial management system. Salary and PF of all staff are operated through this web portal.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

As an affiliated college of The University of Burdwan, the institution implements the curriculum notified by the university. Based on university notifications, the IQAC prepares academic calendar of the college which is uploaded in the college website. The vision, mission and objectives of the college are communicated to all stakeholders through college website and admission prospectus (uploaded in the college website). Credit Based Choice System course has been introduced in the present academic session. IQAC along with the academic departments chalks out the plan of action to meet the changes inevitable in the shift from annual system to semester system so as to help all the stake holders in outlining, comprehending, and assimilating the CC, GE, SEC, and DSE courses to be offered. Academic master routines are prepared according to the three streams [ Humanities, Science and Commerce] for smooth conducting of classes. Routine committee of the college prepares the master routine and circulates it among different departments. Routine is prepared in accordance to the number of credit points mentioned in the prescribed university syllabus of each course offered by the departments. The routine committee prepares routine for all programs and honours classes of arts departments (since arts departments use shared classrooms). The master routine reflects the details of the classes in the scheduled time along with names of the teacher and the room number. The departments allocate assignments to teachers. The teaching module is prepared by respective departments. The Internal assessment which consists of internal tests, presentations, projects and assignments are conducted by the departments to evaluate the performance of students. The college level committees prepare guidelines and frameworks to suit the requirements of all the various courses at the departmental level. Feedback from teachers is taken on daily basis regarding the classes and other academic administrative and extension work. Academic sub-committees hold regular meetings to discuss and plan the execution. Different International and national days are observed by the different academic departments as part of integrated curriculum delivery for holistic development of all. Departmental meetings are held at regular intervals to assess the progress of the students. The college infrastructure and facilities are continuously being upgraded to meet the needs of changing curriculum and pedagogy. The college has well equipped laboratories and few classrooms with projector facilities. The renovated well-stocked college library offers various web-based facilities and

access to National online databases. Field tours are organized by Departments of Geography, Botany and Zoology to ensure effective implementation of the prescribed curriculum.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NA	Nil	0	NIL	NIL

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
No file uploaded.		

#### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	General	01/07/2017
BSc	General	01/07/2017
BCom	General	01/07/2017
BA	Hons. in Bengali	01/07/2017
BA	Hons. in English	01/07/2017
BA	Hons. in History	01/07/2017
BA	Hons. in Sanskrit	01/07/2017
BA	Hons. in Music	01/07/2017
BA	Hons. in Mass Communications and Journalism	01/07/2017
BA	Hons. in Political Science	01/07/2017
BA	Hons. in Philosophy	01/07/2017
BA	Hons. in Geography	01/07/2017
BSc	Hons. in Mathematics	01/07/2017
BSc	Hons. in Botany	01/07/2017
BSc	Hons. in Chemistry	01/07/2017
BSc	Hons. in Nutrition	01/07/2017
BSc	Hons. in Zoology	01/07/2017
BCom	Hons. in Accountancy	01/07/2017

#### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

### 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nil	0
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Zoology (Hons.)	5
BSc	Zoology (Gen.)	6
BA	Geography (Hons.)	26
BA	Geography (Gen.)	2
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**1.4 – Feedback System**

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

Feedback Obtained
<p>An effective feedback mechanism helps an institution to develop properly in every aspect. It collects, analyses, and implements suggestions from the students for policy improvements in the college. The hard copy of feedback is collected from the outgoing students of UG courses. The names of the students are kept secret and confidentiality of the whole process is maintained. This feedback is analyzed to prepare the plan for the academic year ahead. The analysis of feedback is carried out on an institutional level and if there is any grievance, the proper action is to be taken by the concerned department and ultimately by the Teacher-in-Charge. Feedback from students is collected regularly about teaching-learning resources. Feedback is analyzed by the respective committees and recommendations are compiled for upgrading the different facilities of the institution. Due to pandemic situation the institution introduced an online feedback system in this session. The feedback analysis is available in our college website (<a href="https://www.dbndsm.edu.in/images/uploads/STUDENTS20FEEDBACK20CURRICULUM20201920-202020.pdf">https://www.dbndsm.edu.in/images/uploads/STUDENTS20FEEDBACK20CURRICULUM20201920-202020.pdf</a> )</p>

**CRITERION II – TEACHING- LEARNING AND EVALUATION**

**2.1 – Student Enrolment and Profile**

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Hons in Bengali, English,	462	3365	255



	History, Sanskrit, Journalism and Mass Communication, Music, Pol. Science, Philosophy, Geography			
BSc	Hons In Chemistry, Mathematics, Botany, Zoology, Nutrition	120	1143	41
BCom	Hons in Accountancy	56	61	15
BA	General	1182	1797	500
BSc	General	145	438	16
BCom	General	142	60	4
<a href="#">View File</a>				

## 2.2 – Catering to Student Diversity

### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2094	0	59	0	0

## 2.3 – Teaching - Learning Process

### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
59	59	21	2	1	6

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Dr. Bhupendra Nath Dutta Smriti Mahavidyalaya has introduced a formal mentoring system from the session 2019-2020. At the beginning of 1st semester, the honours students were divided into groups and each group is mentored by a teacher. The number of mentees under one mentor varied from one department to another for a semester. For the next semesters, the same teacher would continue as a mentor for the group. The lists of mentors and mentees for the first semester are duly signed by the in charge of the respective department and the teacher in charge. Mentors organized an orientation programme for creating awareness about the mission, vision, code of conduct of the college, and CBCS structure among the 1st semester students. In-charge of the departments arranged a meeting between mentors and mentees for the 1st Semester students. The mentor encouraged the students to share their problems and doubts in academic matters and also the result of students.

Two or three meetings were arranged during a semester. Few special meetings were arranged by individual mentors for economically backward students, slow learners and students' having psychological problems. During the COVID-19 pandemic outbreak, psychological mentoring was essential, especially focused on taking care of the students who faced problems in adjusting to the online mode of teaching-learning. All the teachers are always accessible to the students to answer their queries and solve the problem, during college hours and beyond college hours. Through departmental social media groups teachers of a department access their students and give necessary instructions—all for their betterment and wellbeing. Before lockdown, we conducted physical mentoring sessions and during the lockdown period, we continued mentoring students in online mode.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2094	59	1:35

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
33	32	1	7	21

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Abhijit Roy	Assistant Professor	Best paper award from CMA, USA
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## 2.5 – Evaluation Process and Reforms

### 2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	AH	Semester	13/10/2020	29/10/2020
BA	AP	Semester	13/10/2020	29/10/2020
BSc	SH	Semester	13/10/2020	29/10/2020
BSc	SP	Semester	13/10/2020	29/10/2020
BCom	CH	Semester	13/10/2020	29/10/2020
BCom	CP	Semester	13/10/2020	29/10/2020
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### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As part of Continuous Internal Evaluation different modes are adopted (Class tests, seminars and assignments) as prescribed by the University. The evaluation of the candidates shall be based on continuous assessment. The structure of evaluation shall be as follows: i. Each semester- assessment shall be divided into four (4) discrete components, viz. C1, C2, C3 and C4. Internal Assessment of each course will consist of C1, C2 C3 taken together. The students are to be informed about the modalities of continuous assessment

activities well in advance. The first component (C1) of assessment shall be 5 (five) marks of each course having full marks 75 or 50 (except AECC - 2) as the case may be. It will be based on class test or assignment or seminar. During the first two months of each semester, 1/3 of the syllabus is to be completed. The continuous assessment of C1 will be consolidated during the 8 th week of the semester concerned. The second component (C2) of assessment shall be 5 (five) marks of each course having full marks 75 or 50 (except AECC - 2) as the case may be. It will be based on class test or assignment or seminar. During the second two months of each semester, 2/3 of the syllabus is to be completed and the continuous assessment of C2 will be consolidated during the 16th week of the semester concerned. Appearance in C1 C2 is mandatory. C3, wherever applicable, would comprise 5 (five) marks for attendance only in CC, DSE and GE. Award of 5 marks on class attendance shall be given in the following manner: Attendance 50 above but below 60 - 2 marks Attendance 60 above but below 75 - 3 marks Attendance 75 above but below 90 - 4 marks Attendance 90 above - 5 marks All records relating to C1, C2 C3 shall have to be preserved by the Colleges at least for a period of one year after the completion of the relevant Semester-end Examination.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar is prepared for each session under the guidance of IQAC. Being an affiliated college the guidelines (holidays and other tentative schedules), provide by The University of Burdwan is generally adhered to. Besides, other guidelines issued by the State Government and local administrative bodies are also taken into consideration. The academic calendar is provided to students, teachers and non-teaching staff where they can maintain their daily work routine like classes allotted, classes taken. The academic calendar also gives the outline of the various academic and cultural activities that are carried out in the institution. The tentative days for continuous internal assessments are scheduled to help students and teachers for better academic environment. Special days observed in the institution are also marked in the calendar.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://www.dbndsm.edu.in/images/uploads/Programme%20Outcome%2013.05.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BNGH	BA	Bengali Honours	64	64	100
SNSH	BA	Sanskrit Honours	30	26	87
GEOH	BA	Geography Honours	26	24	92

[View File](#)

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the

questionnaire) (results and details be provided as weblink)

<https://www.dbndsm.edu.in/images/uploads/STUDENTS%20SATISFACTION%20SURVEY%20REPORT%202019%20-%202020.pdf>

### CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	NIL	0	0
<a href="#">View File</a>				

#### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Biological control of mosquito vectors	Zoology	22/08/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nil	NIL
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil
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#### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Zoology	3	0.95
National	Zoology	3	2.22
National	Geography	2	0.57
International	Botany	3	6.86
International	Commerce	2	0

No file uploaded.

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Bengali	3
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Variability and trend detection of temperature and rainfall: A case study of Bengal Duars	Koyel Sam, Namita Chakma	Mausam	2019	4	Dr. B. N. Dutta Smriti Mahavidyalaya	4
Bioactive natural derivatives of phthalate ester	Roy R N	Critical Reviews in Biotechnology.	2020	12	Dr. B. N. Dutta Smriti Mahavidyalaya	12
Synthesis of functionalised fluorescent chemosensor for Cu (II), DFT studies and its application in living HEK 293 cells	K. Mal, B. Naskar, T. Chaudhuri, C. Prodhan, S. Goswami, K. Chaudhuri, C. Mukhopadhyay	J. Photochem. Photobiol. A	2020	11	Dr. B. N. Dutta Smriti Mahavidyalaya	11
Phytoextracts as Antibacterials- A Review	Chandra G, Mukherjee D, Singha Ray A, Chatterjee S, Bhattach	Current Drug Discoveries Technologies	2020	7	Department Zoology, The University of Burdwan	7

	harjee I					
Determinants of Corporate Environmental Disclosure from an Asian Perspective	Abhijit Roy	IIM Kozhikode Society Management Review	2019	4	International Management Institute, Kolkata	4
An exposition into the changing climate of Bengal Duars through more than 100 years' trend and climatic oscillations analysis	Koyel Sam, Namita Chakma	Indian Academy of Sciences Journal of Earth System Science	2019	4	Dr. B. N. Dutta Smriti Mahavidyalaya	4
<a href="#">View File</a>						

### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Synthesis of quinoline functionalised fluorescent chemosensor for Cu (II), DFT studies and its application in living HEK 293 cells	K. Mal, B. Naskar, T. Chaudhuri, C. Prodhan, S. Goswami, K. Chaudhuri, C. Mukhopadhyay	J. Photochem. Photobiol. A	2020	158	11	Dr. B. N. Dutta Smriti Mahavidyalaya
Bioactive natural derivatives of phthalate ester	Roy R N	Critical Reviews in Biotechnology.	2020	92	12	Dr. B. N. Dutta Smriti Mahavidyalaya
Phytoext	Chandra	Current	2020	43	7	

acts as Antibacterials- A Review	G, Mukherjee D, Singha Ray A, Chatterjee S, Bhattacharjee I	Drug Discovery Technologies			Department Zoology, The University of Burdwan
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### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	29	29	16	10
Presented papers	26	10	1	0
Resource persons	0	0	0	0

No file uploaded.

### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
157th Birthday Celebration of Swami Vivekananda	NSS units of Dr Bhupendranath Dutta Smriti Mahavidyalaya, Hatgobindapur	2	30
Afforestation Programme	NSS units of Dr Bhupendranath Dutta Smriti Mahavidyalaya in association with DFO, Burdwan, Ramnabagan, Burdwan 22-07-2019	2	15
COVID 19 Awareness Programme	NSS Units and IQAC of Dr Bhupendranath Dutta Smriti Mahavidyalaya	5	30
Physical Therapy and Yoga programme	NSS units and Department of Physical Education of Dr Bhupendranath Dutta Smriti Mahavidyalaya	5	33
Self Defence programme	NSS units of Dr Bhupendranath Dutta Smriti Mahavidyalaya in	2	27

	association with Burdwan Shotokan Karate Do School		
National Constitution Day celebration	NSS units of Dr Bhupendranath Dutta Smriti Mahavidyalaya, Hatgobindapur	2	64
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	NIL	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Awareness Programme on gender related issue	NSS units and the College authority	National Girl Child Day Celebration	5	27
Blood Donation	NSS units and the College authority	Voluntary Blood Donation	2	50
<a href="#">View File</a>				

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Research	2	UGC DST	2922
<a href="#">View File</a>			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Sharing of Research facilities	Major research Project work	Chemistry dept. Of B. U, C. U and Surface Science Dept. Of J. U.	Nil	Nil	Tandrima Chaudhuri



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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NIL	0
No file uploaded.			

#### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

##### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
4500000	3938659

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
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##### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Koha	Partially	19.11	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	16498	3942430	945	316164	17443	4258594
Reference Books	1207	376549	0	0	1207	376549
Journals	6	40655	0	0	6	40655
e- Journals	1	27700	0	0	1	27700

Library Automation	0	0	1	19990	1	19990
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	NIL	NIL	Nil
No file uploaded.			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	112	50	0	0	0	25	37	20	0
Added	0	0	0	0	0	0	0	10	0
Total	112	50	0	0	0	25	37	30	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

30 MBPS/ GBPS
---------------

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Sources of Short Term Finance	<a href="https://www.youtube.com/watch?v=Oi46LyGMxVc&amp;t=19s">https://www.youtube.com/watch?v=Oi46LyGMxVc&amp;t=19s</a>
Introduction to MS-Excel	<a href="https://www.youtube.com/watch?v=-6XrSYg8r4">https://www.youtube.com/watch?v=-6XrSYg8r4</a>
Partition Value - Quartile-Decile-Percentile	<a href="https://www.youtube.com/watch?v=hGvj_DurxSQ">https://www.youtube.com/watch?v=hGvj_DurxSQ</a>
Present Value of an Annuity - Part 1	<a href="https://www.youtube.com/watch?v=ZoC_igm_sQUs">https://www.youtube.com/watch?v=ZoC_igm_sQUs</a>
Time Value of Money_Doubling Period	<a href="https://www.youtube.com/watch?v=1IGVq-it37g&amp;t=184s">https://www.youtube.com/watch?v=1IGVq-it37g&amp;t=184s</a>
Business Statistics: Measures of Central Tendency	<a href="https://www.youtube.com/watch?v=8fipCc6kOSA&amp;t=56s">https://www.youtube.com/watch?v=8fipCc6kOSA&amp;t=56s</a>

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
74900	70032	47800	45065

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link) The College ensures the optimal allocation and utilization of the funds for maintenance of infrastructure and purchase of new equipment. The proposal for the same is submitted to the College. The Purchase Committee of the College reviews the proposal, which is further approved by the Teacher-In-Charge. The quotations are invited and the equipment is purchased from the vendor with the lowest quote (as per Govt. rule). The record of the equipment is maintained in the stock register. At the end of the financial year, the College carries out an external Financial Audit approved by Government of West Bengal. The various functions of the College are carried out by the committees constituted by the Teachers' Council. The garden is maintained by one Mali contract basis. The upkeep of library is done by the Librarian and staffs of library, guided by the Library Committee. The security of the College is maintained by the security guards. A number of CCTV cameras have been installed to monitor the infrastructure. Physical verification of the laboratory equipment is done every year to ensure the maintenance of laboratories. Computers, Generators, Water Tanks, Motors and R.O System are maintained as and when it becomes necessary. There is a separate company that takes care of all online systems, guided by the Website committee of the college. Fire extinguishers are installed and are checked regularly. For electrical maintenance works there is one contractual electrician in the Campus. There is a separate Sports committee for all sports related activities including maintenance of sports ground and sports equipment, gymnasium etc. This particular work is well guided by the Physical Education Department of the college. There is no permanent plumber in the college however the plumbing work is done by outsourcing. There are three contractual sweepers, appointed for the regular cleaning

<https://www.dbndsm.edu.in/images/uploads/Procedures%20for%20Support%20Facility.pdf>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Internal Endowment Scholarship	2	3472
Financial Support from Other Sources			
a) National	Oasis Scholarship, Kanyashree, Swami Vivekananda Scholarship, Aikyashree	1662	7392240

	Scholarship, Jindal Scholarship, Reliance Foundation Award		
b)International	NIL	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Yoga for better youth	30/08/2019	15	Dept of Physical Education
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Mentoring System introduced in all departments	75	0	2	0
2019	Different Events organized by Career Counselling and Placement Unit of the College	0	120	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	NIL	0	0

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	1	B. Sc. (Chemistry)	Chemistry	The University of Burdwan	M.Sc. in Chemistry
2019	13	B. A. (Geography)	Geography	The University of Burdwan, Calcutta University, Rabindra Bharati University, Diamond Harbour Womens University	M.A. In Geography
2019	3	B. Sc. (Nutrition)	Nutrition	Calcutta University, West Bengal State University, Netaji Subhas Open University	M.Sc. In Nutrition
2019	5	B. A. (Philosophy)	Philosophy	The University of Burdwan	M.A. In Philosophy
2019	26	B.A. (Physical Education)	Physical Education	PGGIPE, GCPEW, GPECW, Visva Bharati, Jadavpur University, Kalyani University, Model B. Ped. College	M.A. In Physical Education
2019	2	B.A. (Political Science)	Political Science	The University of Burdwan	M.A. In Political Science
2019	4	B.A. (Mass Communication and Journalism)	Mass Communication and Journalism	West Bengal State University	M.A. In Mass Communication
2019	2	B. Com (Accountancy)	Commerce	The University of Burdwan	M. Com

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year  
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	6
<a href="#">View File</a>	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
International Mother Language Day	College	55
Teachers Day	Departmental	250
Basanta Utsav	College	85
Birth Centenary Celebration of Pt. Iswar Chandra Vidyasagar	College	65
Republic Day Celebration	College	45
Independence Day Celebration	College	35
Inter-college Sports and Games Championship	Inter-college	350
Freshers Welcome	College	351
College Annual Social and Departmental Exhibition	College	1150
College Annual Cultural Competition	Departmental	135
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**5.3 – Student Participation and Activities**

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	Reliance Foundation Inter College Football Championship (Men): Gold Medal	National	1	Nil	Nil	Group champion
2020	Football (Men): Gold Medal	Nil	1	Nil	Nil	Group champion
2019	Kho-Kho (Women): Gold Medal	Nil	1	Nil	Nil	Group champion

2019	Kho-Kho (Men): Gold Medal	Nil	1	Nil	Nil	Group champion
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

We follow the statute of The University of Burdwan and form students' union by the elected members from every classes. However, for the academic year 2017-2018, as per the direction of the department of higher education, Govt of West Bengal, the election of students' representatives was not permitted and thus the union could not be formed. Traditionally the students' union has played a very crucial role in the overall activities and enhances the governance mechanism of the college with the primary focus of students' welfare. In earlier years students' union had been active in organising various welfare and cultural events like blood donation camp on the event of birth anniversary of Dr. Bhupendra Nath Dutta, college annual social, Rabindra-Nazrul Jayanti, departmental exhibitions, Republic Day celebration, Independence Day celebration, freshers' welcome, teacher's day celebration.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

NA

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The institute gives emphasis on decentralization and participative management in order to fulfil the mission and vision of the institute by ensuring the participation of all the teaching and non-teaching staff. All contributes to the smooth functioning of the administrative machinery by performing their respective duties and responsibilities. The institution practices decentralization through active participation of different statutory and other bodies like the Governing Body, Teachers' Council, Committees and sub-committees (comprising both teachers and non-teaching staff), Departments under the charge of senior-most/responsible teacher(s), Purchase Committee, Finance Committee, Building Committee, RUSA committee, IQAC, Internal Complaints Committee. Two most functional bodies, upholding the values of decentralization and participative management and running successfully in the institution are namely the Finance Committee (FC), and Internal Complaints Committee (ICC). The FC is the finance controlling committee functioning under the aegis of the Governing Body (GB). The Committee members all nominated by GB. The committee has the authority of deciding the pros and cons of expenditure or its

utilisation. The FC is assisted by Purchase sub-committee which gives the proposal of necessary purchase to be done. The various requisitions are taken from different stake holders of college that are assessed by the Purchase Committee. And are send up for the necessary perusal of FC. The FC also regulates the fees structure of the academic session and may make necessary modifications over the time. The FC monitors the different grants received by institution. In this context the RUSA sub-committee formed for proper utilisation of the RUSA fund also assists FC. Another sister wing of the FC is the Building sub-committee which on its turn gives suggestions for necessary developmental work on the institution. The Internal Complaints Committee (ICC) duly formed by the GB on 20/09/2017 complying with the UGC guidelines works independently towards the safety and security of Girls students and female employees of the institution. In order to effectively address the cases of sexual harassment at workplace and give justice to the victims, the Presiding Officer, ICC plays the key role. She convenes meetings, organizes awareness programmes in consultation with other members of the Committee.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Teaching and Learning	Apart of regular classrooms the college has one smart class room, three Projectors Laptops for ICT enabled classes. In addition to the new mode of teaching learning process, traditional mode of teaching learning is also carried out. The college has airy classrooms with mounted green boards, laboratories for respective departments equipped with instruments upgraded according to the modification of syllabi. System is developed in the library for the students to search their books available in the library and get access to e-resources. Teaching is supplemented with workshops, educational tours, laboratory visits, field trips. National and International Seminars and conferences.
Human Resource Management	Confidential performance appraisals are regularly filled and used positively. Personal files are well maintained. The college has computerized account keeping and administrative system. Pay slips and PF statements of employees are transmitted electronically as well as through hard copy. The superannuation benefits are provided promptly. Modular work area for employees have been provided in the administrative office.
Admission of Students	The monitors the admission process through the Admission sub-committee.



The admission process is highly transparent. Rules and regulations of the University are strictly adhered to. Admissions are purely merit based. Candidates are required to fill the online form. Each application is processed and verified by the committee. The college strictly follows the reservation policies of the State Government and Government of India for admissions. The college has a fully computerised admission management system.

Curriculum Development

Curriculum Development : Curriculum Development: Being an affiliated college, the institution follows the syllabi designed by the University of Burdwan. However, few teachers of College are part of the Under-graduate Board of Studies (UGBS) of different UG programmes. The UGBS is instrumental in Curricular Planning and Syllabi design etc and are involved in framing guidelines for their respective courses and maintaining of standards of instruction, curriculum and examination. The teachers of the college often attend workshops organised by the UGBS where they give necessary feedback for the improvement of the curriculum. The faculty of the institution is responsible for fruitful deployment of the syllabi formulated by the UGBS and ratified by the Executive Council of the mother University.

Research and Development

The college boast of a faculty who are ardently involved in research work. Most of the faculty hold a PH.D degree. The rest are mostly registered scholars. The college has a Research Sub-committee headed by a senior teacher. This sub-committee provides guidance to faculty about funding agencies, promotes interdisciplinary research and monitors progress of ongoing projects.

Library, ICT and Physical Infrastructure / Instrumentation

The Library is equipped with a total number of 17443 books including 1207 reference books and 1700 bar coded books. Online Public Access Catalogue (OPAC), 03 computers and one printer for users, 2 barcode scanners. INFLIBNET e journal facility: NLIST , e-journals and ebooks. KOHA software installed for all administrative functions.

<p>Examination and Evaluation</p>	<p>Being an affiliated college, the institution follows the examination schedule designed by the University of Burdwan for semester-end examination. As part of CBCS, departments conduct Continuous Internal Evaluation (CIE). Different modes are adopted for CIE (Class tests, seminars and assignments). The students are informed about the modalities of continuous assessment activities well in advance. The CBCS lays special emphasis on attendance and students are awarded marks accordingly. The teaching departments hold regular meetings to ensure that the teachers take regular class tests, assignment, presentations etc. Examination sub-committee ensures timely uploading of marks on the online platform in university portal.</p>
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6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Student Admission and Support</p>	<p>E governance has been put to use to support the students in their process of admission, registration and enrolment. The entire process is carried out online. Even the process of fee deposit required for admission, examination etc. is managed online to keep the experience of the newcomers smooth and hassle-free. Helpline during admission is provided to address different enquiries of the students and guardians.</p>
<p>Examination</p>	<p>Examination forms are filled online and their admit card is generated online. Academic class routine of the three streams and academic calendar is planned and uploaded on the website. Examination sub-committee ensures timely uploading of marks on the online platform in university portal.</p>
<p>Planning and Development</p>	<p>The college plans to 1. Prepare Pay-packet, pay roll, GPF Account etc. in digital form. 2. Maintain Stores ledger digitally, 3. The process of fees collection be made digitally, 4. All tendering and procurement activity be made online as per respective fund guidelines.</p>
<p>Administration</p>	<p>The institution follows partial e-governance policy. The college opts for e-tenders for RUSA purchases. Student admission software is being used for recording and maintaining the student</p>

data. Student data is maintained online. Service record of teaching and non-teaching staff is maintained. The salary of full-time employees is disbursed through WBIFMS of the West Bengal Government.

**Finance and Accounts**

All financial transactions of the college are accurately recorded in accordance with the accounting principles and policies. These are also properly documented in a timely manner. The college has maintained accounts both in digital and manual form. College is using College Administration and Management System(CAMS) to record the transactions, preparation of pay roll, etc. in digital form. Every transaction is supported by adequate appropriate documentation. Most of the payments of the college are made through cheque. At the end of each financial year the college prepares an income and expenditure account to present and report financial result. The balance sheet is also prepared to show the financial picture of the college. Taxation obligations are submitted and complete in time.

**6.3 – Faculty Empowerment Strategies**

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	NIL	NA	NA	0
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	NIL	Training on CBCS	06/09/2019	06/09/2019	Nill	14
2019	NIL	Training on Admission and Fees Collection	06/07/2019	06/07/2019	Nill	14

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
UGC sponsored Short Term course on Gender and Society	1	19/09/2019	25/09/2019	7
UGC sponsored Short Term course on Accreditation of NAAC and Choice based Credit System	1	11/02/2020	17/02/2020	7
Faculty Development Programme (Online) : Empowerment in Online Teaching, Learning Evaluation for Combating Covid-19 Pandemic Situation	1	02/06/2020	08/06/2020	7
Five Days Online Workshop and National Faculty Development Programme Research Methodology and ICT based Teaching and Learning Tools	1	16/06/2020	20/06/2020	5
Open Source Tools for Research (FDP)	1	08/06/2020	14/06/2020	7
Faculty Induction Programme	1	04/06/2020	01/07/2020	28
Faculty induction/ orientation programme	1	26/06/2020	24/07/2020	29

Two week faculty development programme: research methodology	1	20/06/2020	30/06/2020	11
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
7	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p><b>Health services:</b> The college has in its premises, a medical unit consisting of a registered Homeopathy doctor who visits regularly. Blood pressure and blood sugar is regularly checked in the medical unit. Health talks organized by the unit are delivered to the teaching, non-teaching staff and students as well as the people/beneficiary of the locality. Most of the medicines prescribed are provided by the medical unit. Medical Reimbursements: As per the guidelines of the Govt. of West Bengal Health Scheme for full time teachers . Group Insurance Scheme: GIS is available to all permanent employees of the college. Pantry: A well-maintained pantry for permanent teachers is successfully running in the staff room. College canteen provides separate facility for teaching, non-teaching, students and others. Academic Facilities: Computer facility in library is available for the employees. Leaves: Leave</p>	<p><b>Health services:</b> The college has in its premises, a medical unit consisting of a registered doctor who visits regularly. Blood pressure and blood sugar is regularly checked in the medical unit. Health talks organized by the unit are delivered to the teaching, non-teaching staff and students as well as the people/beneficiary of the locality. Medical Reimbursements: As per the guidelines of the Swasthasathi project. Group Insurance Scheme: GIS is available to all permanent members. Allowances: As per the state government rules the college gives various allowances to its employees. Uniforms are given to the guards. Leaves: Leave rules of the University and College are adhered to and employees are granted leave as per their entitlement. Thrift and credit society: A cooperative thrift and credit society managed by the staff is successfully running in the college</p>	<p>Career counselling is organized from time to time. The college has a Students' Welfare Committee that recommends and ensures timely implementation of fee concession scheme to the deserving candidates. A well-defined procedure is followed to scrutinize and select the candidates. Students' Welfare Committee extends help to students from economically weaker sections of society this year as well. The committee recommends students for relevant Government Schemes, scholarships, and other private organizations. Internal Endowment Scholarship is provided to meritorious students including special meritorious girl student. The college assists the students in getting railway travel concession passes. There are 31 beneficiaries in 2019-20, who availed railway concession. Scholarships are given to meritorious and needy students. It is as follows: Kits, uniforms, and refreshment are provided to Physical Education department</p>

rules of the University and uniform leave rule are adhered to and employees are granted leave as per their entitlement. Thrift and credit society: A cooperative thrift and credit society managed by the staff is successfully running in the college. Staff Quarters: The college provides temporary guest house for teaching faculty.

participating in competitions and events at various institutes and levels. Students are provided with gym facility for their health. There is a green generator for use during power cut. There is a cycle stand for students. There is enough arrangement for drinking water facility free of cost to the students. In 2019-20, 30 boys and 12 girls' sports men are given jersey and pant sets and 33 boys and 12 girls are provided with tracksuit sets, and 21 boys are given team T-shirts. In 2019-20, 21 football players are given sports kit allowance of Rs. 210000/- (Rs. 10000/- each).

#### 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

College constitutes committees for smooth functioning of academic, administrative, and financial activities. The external financial audit is conducted in accordance with auditing standards accepted in India. The last audit was done for the financial year 2019-2020 by the State Government nominated auditor. The auditor audited the Balance Sheet, General Fund, Income and Expenditure and Receipt and payment Account.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
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6.4.3 – Total corpus fund generated

6091685

#### 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	No	Nill
Administrative	Yes	Govt. of West Bengal	No	Nill

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

The College does not have a formal Parent-Teacher Association. However, the college ensures a healthy interaction with the parents. 1. At the onset of the academic year, Departments organize their departmental orientation for an interactive dialogue with students and parents. 2. Parents give suggestions and feedbacks in the parent-teacher meetings. 3. Time to time parents are called for meetings when issues arise

6.5.3 – Development programmes for support staff (at least three)

1. The support staff is encouraged to attend workshops and training program conducted by competent authority outside the College. 2. Training on admission and fees collection. 3. Training on CBCS 4. Staff are acquainted with E-tender system.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

ICT thrust and further innovations in teaching-learning process have been followed. Faculty members are encouraged to undertake more research projects and publish regularly. As a result 21 papers have been published. Infrastructure facility for sports and games have been provided.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
Nil	Regular submission of AISHE	11/03/2020	11/03/2020	11/03/2020	3
Nil	IQAC Meetings	21/12/2019	21/12/2019	21/12/2019	12
Nil	IQAC Meetings	03/01/2020	03/01/2020	03/01/2020	9
Nil	IQAC Meetings	15/04/2020	15/04/2020	15/04/2020	9
Nil	IQAC Meetings	13/06/2020	13/06/2020	13/06/2020	9
Nil	Plantation of tree	22/07/2019	22/07/2019	22/07/2019	30
Nil	Orientation programme for 1st semester students regarding CBCS syllabus and rules and	29/08/2019	29/08/2019	29/08/2019	286

	regulations of the college				
Nil	Webinar on e-content creation and delivery	18/06/2020	18/06/2020	18/06/2020	198
Nil	Webinar on Universal Values and Ethics	27/06/2020	27/06/2020	27/06/2020	81
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
National Girl Child Day Celebration	24/01/2020	24/01/2020	20	7

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
The college flaunts a green campus with few indigenous plant species like Arjun, Palash, Mahuya, Gulancha and others. The college is deeply committed to promote environmental consciousness. Plantation programme is carried out in rainy season of every year which adds both to the ambience of the college and sustainability of the locality. In the academic session 2018-19 solar panels have been installed to promote alternative energy. Almost 50 percent of the power requirement of the college is met from this renewable energy source.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Rest Rooms	Yes	Nil
Scribes for examination	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	Nil	1	03/03/2020	3	Annual Fest	Educational stalls	1150



						are given by the students which become point of interaction between the college and locality	
2019	Nil	1	04/09/2019	1	Blood Donation Camp	Inculcate social responsibility of SOS through blood donation	50
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct (handbooks) for various stakeholders	04/09/2017	The Handbook gives information about the core values of the College including general code of conduct to be followed by the teaching, non-teaching staff and the students so as to satisfy the vision and mission of the college. Although the date is written here 04.09.2017, it is to be remembered that this institution has been cherishing this ethos since its inception.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Birth Centenary Celebration of Pandit Iswar Chandra Vidyasagar	26/09/2019	26/09/2019	65
Observation of Constitution Day	26/11/2019	26/11/2019	55
157th Birthday Celebration of Swami Vivekananda	12/01/2020	12/01/2020	20

Webinar on Universal Values and Ethics	27/06/2020	27/06/2020	81
International Mother Language Day	21/02/2020	21/02/2020	55
Teachers Day	05/09/2019	05/09/2019	250
Republic Day Celebration	26/01/2020	26/01/2020	45
Independence Day Celebration	15/08/2019	15/08/2019	55
Birth Anniversary Celebration of Dr. Bhupendranath Dutta	04/09/2019	04/09/2019	125

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#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. The college preserves indigenous and medicinal plants
2. The college has pond ecosystem adjacent to the heart land which is an ideal site for flourishing of local flora and fauna
3. The college observes plantation programme every year during monsoon
4. The College boasts a plastic free campus
5. The college is a tobacco free zone

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

**Best Practice 1 Title of the Practice: Emphasis on Physical Education and Participation in Sports Activities** Context: Swami Vivekananda affirms that playing football helps one to be closer to God than reading Bhagavat Gita. The Tradition of Patanjali Yoga dates back to millions of years before where the Indian tradition emphasises on a "Nirog" (fit) body as a prior need for Moksha, the actual fulfilment of the goal of Human Life. Both the Indian Tradition and the Western tradition have emphasised the necessity of Physical fitness as the platform on which the intellectual super structure may rest. The western saying "A sound mind in a sound body is an old saying" Or the History of Olympic Games testifies it. Holistic development of the students comprises the development of both intellectual and physical plane. In this context the institution has introduced a new curriculum of Physical Education in the academic session 2007-2008. The Objectives: 1. to open new opportunities for students through this curriculum 2. to promote the students from socially backward classes to institutional, district regional national level sports and games. 3. to build confidence among the students from marginalised sections so as to compete at all levels. 4. to make students competent to find jobs through sports reservations at Government level jobs

The Practice: Physical Education is part of the BA General Programme. Teachers and students are deeply involved in both in both theoretical and practical classes. Class hours for this department starts from 9 am when students are off to the field for their practical classes. Students are trained to participate in tournaments at various levels with full confidence. The college has realised the scope of better development of its academic environment through the development of this department and has purchased Laboratory and sports equipment worth Rs. 2500000 from RUSA fund with the vision of upgrading it to the Honours level. Evidence of Success: The hard labour of the students and the teachers have borne better fruits than the previous years. Thirteen players have distinguished themselves by winning medals at different levels in the present academic session. Kho-kho: The college teams are Burdwan University Inter-college Champion in both the Men's

category and Women's category. The women's team moved ahead to become champion in Bardhaman District Inter College Kho-Kho Tournament. Football: The college football team made its best performance in the present academic session. It was the Champion of Bardhaman District Inter College Football Championship. But the most remarkable occasion is when the college team emerged as the NATIONAL CHAMPION in Reliance Cup organized by Reliance Youth Foundation. The journey was a remarkable one. At first, the team excelled from the Asansol Zone to enter state level competition. There the boys defeated Charu Chandra College to represent East Zone in the match held at Bhubaneswar. They defeated the State Champions of Manipur, Jharkhand and Odisha to qualify for the finals held at Mumbai. Finally, the team defeated Shillong College to bring Home the trophy and the honour of being NATIONAL CHAMPIONS in the category of under-graduate College (Boys). At the final level, Kastur Das achieved the GOLDEN Glove for best goal keeping throughout the tournament. Five players have distinguished themselves Arjun Mahato, Subhas Kora, Suwendu Mandi, Tanmoy Das and Suman Dutta to be a part of the university team on different occasions.

**Problems Encountered and Resources Required:** Being located in a rural area dominated by marginalised ones the dream of representing the institution and winning a space is itself a great challenge indeed. The most inevitable problem faced by the institution is that the students come from impoverished families who do not get the amenities that a player is entitled to for better performance. Another major problem is the lack of faculty strength. The major resources utilised is college fund, however a great deal of upgradation has been possible out of RUSA fund. More Funding from various sources may further equip the players.

**Best Practice 2 Title of the Practice: Constitution Day Celebration Context:** The constitution of a country is not limited to a dull erudition legal periphery, it has a practical aspect as well- which constantly makes the constitution relevant to its citizens and India is no exception. In fact, to live in a society we all have to abide by certain restrictions. The source of these restrictions or rules is the different types of laws introduced at different times and the constitution of the country. In addition to legal protections, the Constitution also embodies the idea of liberating people from the shackles of social practices or prejudices that make conventional reforms. And since student-youth is the foundation of nation building, it is really important to make them aware of the constitution so that through that knowledge along with themselves they can help the society as well.

**The Objective :** 1. To bring awareness on the importance of the Indian Constitution. 2. To create interest among the students about the Indian Constitution. 3. To inform the students about the concept of ethics and values in the Indian Constitution. 4. Encourage students to do their part to strengthen Indian democracy.

**The Practice:** With this objective in mind, Dr. Bhupendra Nath Dutta Smriti Mahavidyalaya organized a state level seminar with the collaboration of NSS college unit on 26th November 2019 in which eminent Professor Apurba Kumar Mukherjee was the keynote speaker along with others. Professor Mukherjee, keeping in mind his long experience as an educator, presented an outline of the Indian Constitution with lucid expression to the audience. In this context, he also provided valuable insights into various legal debates that have arisen in contemporary Indian society.

**Evidence of Success:** In the QA session, Dr. Mukherjee faced a lot of questions from the students which proved that we were able to fulfil our purpose to a great extent. The rest of the audience also shared and cleared their doubts with the keynote speaker. We have been able to grow a Mind-set among the students that, 'this is a day to express gratitude to the makers of our Constitution and to reiterate our commitment to building the India of their dreams'. In fact it creates an opportunity for students to expand their knowledge of the Constitution, which will affect both our future history and our lives.

**Problems Encountered:** Although we were aware about the fact that a day's awareness programme is not adequate on this issue. Therefore, to solve this issue, quiz programs on constitution have been organized among the

students at different times.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://www.dbndsm.edu.in/images/uploads/BEST%20PRACTICE%202019-2020..pdf>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The institution, located in one of the most prosperous blocks (Bardhaman II) of the Purba Bardhaman district of West Bengal in terms of agriculture, is a rural college catering to the need of spreading education to the local people who ironically has the poor and socially backward classes as the majority of the population. Prior to the establishment of the college, students seeking higher education have had to travel to the Bardhaman town, 14km away. And as a matter of fact, students belonging to the poor and socially backward classes have dropped out of higher education owing to economic and other social hazards. The college in the span of 21 years only have contributed much to provide scope for higher education not only to students of eleven feeder schools but has also been able to attract many students from the local town and other academic institutions outside the block fulfilling one of the important components of its mission and vision. It has successfully brought a significant section of the students belonging to the reserved category within the domain of higher education. The college stands unique for its beautiful green campus flattered with lush green ambience and medicinal and indigenous plants sprawling over an area of 7.29 acres of land with a standard field at its centre, a pond beside and academic and administrative buildings and two hostels on the sides. the college has been acclaimed for its discipline among all stakeholders. the college administration maintains zero tolerance towards ragging and harassments of all sorts. The students are regular braving odds like economic drawbacks and others. Special acclaim may be given to the department of Physical Education where students from these socially backward classes, comprising first generation learners mainly have not only come in the radar of higher education but have also added feathers to the hat. Thirteen players have distinguished themselves by winning medals at different levels in the present academic session excelling in diverse sports events like Handball, Kho-Kho, Yoga, Football and Athletics.

Provide the weblink of the institution

<https://www.dbndsm.edu.in/images/uploads/INSTITUTIONAL%20DIST.jpg>

### 8.Future Plans of Actions for Next Academic Year

The college aims to procure dedicated G-suite account to the faculty for the online teaching learning method and other academic activities. Teachers will be able to take online classes, communicate with other institution through this account. As campuses have been closed due to ongoing pandemic thrust is being given on the virtual platform to continue with various academic activities and other outreach programmes. the college aims to organise webinars, essay competition, poster competition and quizzes. The college aims to utilise the rest amount under RUSA head for overall development of the institution. the college aims to renovate and upgrade different departments and laboratories. it also aims to create facilities for extension of Physical Education department. Toilet blocks have been sanctioned under MP-LAD fund. The college aims to complete the construction of a multipurpose building and toilet block. The upgradation of office Management Information System to extend facilities of form fill up, fees submission etc. in online mode to students is also a desired goal in this pandemic.

