



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution						DR BHUPENDRANATH DUTTA SMRITI MAHAVIDYALAYA					
• Name of the Head of the institution						DR. AMAL KUMAR GHOSH					
• Designation						PRINCIPAL					
• Does the institution function from its own campus?						Yes					
• Phone no./Alternate phone no.						03422584616					
• Mobile No:						8145119292					
• State/UT						West Bengal					
• Pin Code						713407					
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						The University of Burdwan					
• Name of the IQAC Coordinator						Dr. Srabani Bose					
• Phone No.						03422584616					
• Alternate phone No.											
• IQAC e-mail address						iqac-coordinator@dbndsm.ac.in					
• Alternate e-mail address						bhupendranathdutta@yahoo.com					
3.Website address (Web link of the AQAR (Previous Academic Year)						https://www.dbndsm.edu.in/images/uploads/AQAR%202020-21.pdf					
4.Whether Academic Calendar prepared during the year?						Yes					
• if yes, whether it is uploaded in the Institutional website Web link:						https://www.dbndsm.edu.in/images/uploads/DBNDSM%20ACADEMIC%20CALENDAR%202021-22.pdf					
5.Accreditation Details											
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to						
Cycle 1	B	2.47	2008	16/09/2008	15/09/2013						

Cycle 2	B	2.61	2014	24/09/2014	23/09/2019
6.Date of Establishment of IQAC		08/12/2008			
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
Dr. Bhupendra Nath Dutta Smriti Mahavidyalaya		Red Ribbon Club	The University of Burdwan	2022	8000/-
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		5			
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?		Yes			
• If No, please upload the minutes of the meeting(s) and Action Taken Report		View File			
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?		No			
11.Significant contributions made by IQAC during the current year (maximum five bullets)					
Celebrated 'Vanamahotsav' by planting saplings					
Organised orientation programme for semester -I students					
Organised Career Counselling Programme for students					
Organised international webinar					
Organised Gender equity programme					
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 take a step towards upgradation of green campus		Saplings were planted on 14.07.2021 in the college premises			
To organise orientation programme for semester-I students		An orientation programme was organised on 05.10.2021			
To organise Career Counselling Programme for students		A programme was organised on 17.01.2022			
To organise national / international seminar by different departments		An international webinar was jointly organised by department of Philosophy and IQAC from 21.01.2022to 23.01.2022in a			
To organise gender equity programme		A seminar on gender equity was organised on 29.04.2022			
To upgrade laboratories of different departments		Laboratories of different departments were upgraded and necessary equipments were purchased			
13.Whether the AQAR was placed before statutory body?		Yes			
• Name of the statutory body					
Name			Date of meeting(s)		
Governing Body			21/01/2023		
14.Whether institutional data submitted to AISHE					
Year		Date of Submission			
2021-2022		20/01/2023			
15.Multidisciplinary / interdisciplinary					
Multidisciplinary/Interdisciplinary Courses to transform this establishment into a Holistic					

Multidisciplinary Institution. We are in view of integration of humanities and science through STEM.	
16.Academic bank of credits (ABC):	
<div>Making a provision by offering flexibility through Multiple Entry and Multiple Exit with a tune of affectionate essence. We have to find out issues related to societal need and for which special efforts will be given to mitigate related challenges..</div>	
17.Skill development:	
<div>Allowing the students to register in Digi locker to harvest the benefits in the long run under Academic Bank of Credits.</div>	
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
<div>We are going to start Vocational Education courses to enhance the Employment Opportunity for house to community level. Courses such as Conversational English; Yoga, Naturopathy and Physiotherapy; Amin Survey; Artistic Handicrafts and Rural Empowerment; GST Courses will be opened from the academic session 2022 - 2023 and arrangements will be made to encourage the students to involve in at least one such course.</div>	
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):	
<div>We have already opened a Cultural Heritage Promotion Centre which is coordinated by one of our substantive faculty members. The Deptt. of Sanskrit, one of the Traditional Language Deptt. is in tradition of performing various cultural programmes through enchanting hymns and so on. They have organized a 'Manuscript Preservation Show cum Workshop' with Manuscript Conservation Centre (Affiliated to the National Mission for Manuscripts, Ministry of Culture, Govt. of India) in such of the intangible Cultural Heritage of India. This endeavour will be continued. The Deptt. of Physical Education of our institution is going to organized an International Seminar on Traditional Tangible and Intangible Tribal Games through erection of a Games Village and inviting eminent speakers from national as well as international levels.</div>	
20.Distance education/online education:	
We are in the system of Credit Transfer Policy as per our affiliating University, i.e. the University of Burdwan.	

Extended Profile	
1.Programme	
1.1	497
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	2241
Number of students during the year	
File Description	Documents
Data Template	View File
2.2	949
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	532
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	31
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	33

Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	28
Total number of Classrooms and Seminar halls	
4.2	14.65753
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	74
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>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. Routine is prepared in accordance to the number of credit points mentioned in the prescribed university syllabus of each course offered by the departments. Students are informed about the lesson plan, course curriculum, course outcome and mode of curriculum delivery through orientation programmes. Teaching modes include chalk and talk, student seminar, interactive learning. The teaching module and lesson plans are prepared by the teachers of the respective departments. Academic sub-committees hold regular meetings to discuss and plan the execution. 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. During the academic session 2021-22, the curriculum delivery was conducted through the online mode from June 2021 to November 2021 and thereafter the curriculum delivery was conducted through blended mode and offline classes commenced from November 2021.</p>	
File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil
1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)	
<p>Academic calendar is prepared for each session under the guidance of IQAC. Being an affiliated college the guidelines (holidays and other tentative schedules), provided 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. Calendar of events includes details like the total number of working days and holidays. Special days observed in the institution are also marked in the calendar. The tentative days for continuous internal assessments are scheduled to help students and teachers for better academic environment. The College conducts offline Internal, Project and Practical examinations with respect to the University guidelines. These examinations are conducted, evaluated as per the calendar of events. The month of internal examination is prepared by the IQAC and the date of internal examination is fixed by the department and it is published in the departmental notice board and also on the college website. The evaluative internal assessments are taken in any of the following forms: class tests, assignments and oral presentation by students.</p>	
File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://dbndsm.edu.in/images/uploads/DBNDSM%20ACADEMIC%20CALENDAR%202021-22.pdf
1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	A. All of the above
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File
1.2 - Academic Flexibility	

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
497	
File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
1	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
24	
1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year	
24	
File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment	
1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	
<p>The course curriculum consists of several courses which integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability. In the curriculum, the affiliating university prescribed Environmental Studies as a compulsory paper for the first semester students. Departments of Botany, Zoology, Chemistry, Nutrition and Geography offer courses which cover numerous environmental aspects such as habitats, energy flow in the ecosystems, interactions between the communities, exclusion of niches and consequences of changing environment on the biodiversity, conservation and sustainable development, agricultural environment aspects, climate change, environmental health, communicable and non- communicable diseases, algae and bacteria in environment, immunization programme, public health, epidemiology and common nutrient deficiency diseases, pollution, polluting agents and sustainable development . Departments of Bengali, English, Economics, History, Sanskrit, Philosophy, Political Science offer courses that inculcates human values in students. Different ethical codes preached through different religious sects (like the four noble truths of Buddhism and Yoga Darshana) and other related issues, professional ethics, concept of equality and fraternity, environmental movements of India, sustainable development, environmental protection, women and social change are taught to students to prepare themselves to evolve as better human beings with enhanced understanding of human existence.</p>	
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	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year	
27	
File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships	
66	
File Description	Documents

Any additional information		View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)		View File
1.4 - Feedback System		
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above	
File Description		Documents
URL for stakeholder feedback report		View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)		No File Uploaded
Any additional information(Upload)		No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed	
File Description	Documents	
Upload any additional information	View File	
URL for feedback report	https://dbndsm.edu.in/images/uploads/Faculty%20Feedback%20Report%202021-22.pdf	
TEACHING-LEARNING AND EVALUATION		
2.1 - Student Enrollment and Profile		
2.1.1 - Enrolment Number Number of students admitted during the year		
2.1.1.1 - Number of sanctioned seats during the year		
2021		
File Description	Documents	
Any additional information	View File	
Institutional data in prescribed format	View File	
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)		
2.1.2.1 - Number of actual students admitted from the reserved categories during the year		
543		
File Description	Documents	
Any additional information	No File Uploaded	
Number of seats filled against seats reserved (Data Template)	View File	
2.2 - Catering to Student Diversity		
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners		
Burdwan city is far from its main hub, the majority of students come from low-income backgrounds and are first-generation college students. Here, a comprehensive evaluation procedure would be wholly ineffective while evaluating them. We divide each class into manageable groups . Each department organize and run events like viva, introduction programmes, seminar presentations, problem-solving sessions, surprise evaluations, quizsfor advance learners of the class and feedback from them. In addition to classroom instruction, appropriate material distribution and written commentary on topics take place. All of these activities were meant to raise the standard of the teaching and learning process. During the academic year 2021-2022, online monitoring and evaluation of learning levels are conducted. Once more, sluggish learners were given extra revision courses through remedial classes.		
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	
2241	79	
File Description	Documents	
Any additional information	View File	
2.3 - Teaching- Learning Process		
2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences		

The development of teaching-learning approaches follow the contours of the University of Burdwan's structured syllabus. The main means of diffusion are lectures in the classroom. Online tutorial classes are occasionally taken to assist students in increasing their knowledge and assisting them in improving their speaking and writing skills. Numerous Core Courses in the CBCS curriculum include project work, and students are taught how to make decisions, analyze situations, and write reports based on current information. To keep students informed, extend their perspectives, improve their communication skills, and foster critical thinking in them, regular seminars and workshops are organized. Field research and lab activity are promoted by science streams in the neighborhood. All the teaching-learning processes are based on exclusively student centric methodologies. This includes experiential learning methodologies in case of science subjects. Moreover, emphasis is given on problem solving in order to make them more active in real life situations. In case of Arts subjects, more emphasis is given on participative learning keeping in view their inculcating social values and relevance in the society. Commerce subjects are given more importance on experiential and problem solving methodologies as these students are to be more focused on commercial jobs and private entrepreneurship

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://www.dbndsm.edu.in/laboratories.php

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

The college offers general access to a well equipped computer laboratory. Most of the teacher supplied customized study materials to the students. Power Point presentations are a standard practice throughout all College departments. Access to scientific and reference articles in online journals is made possible. ICT resources were fully utilized in a variety of ways. The students are given online study material in the form of ppts, write-ups, audio, and video. Exams are administered online and blended mode, Answer sheets are reviewed and marks are uploaded in University Portal. Online processes are also used for admission, document verification, fees submission and University registration. In addition, Webinars were organized through online and blended mode.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.dbndsm.edu.in/ict_enabled_classroom.php

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

79

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

2.4 - Teacher Profile and Quality

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

31

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

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

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

27

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)	View File

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

2.4.3.1 - Total experience of full-time teachers

80

File Description	Documents
Any additional information	No File Uploaded

List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File
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2.5 - Evaluation Process and Reforms

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

Internal Assessment is solely done by the college under CBCS. The CBCS was adopted by the University of Burdwan from 2017 onwards. Internal examinations for both Honours and General Courses are a part of the evaluation system. The institution adheres to the norms fixed by the University in this regard. The internal examinations are held as per the schedule prepared by the University and marks are uploaded to their portal within the specified period. The students are intimated about the exam schedule in advance through website.Notices put up on the notice boards, posted in Whatsapp groups of the class. Internal Assessment examinations are taken in all Courses. Assessments are taken in the form of assignments, internal exams, seminar presentations and viva-voce. All the assessments take place in regular intervals.

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

The internal examination marks are a part of the overall summative result of the students under the CBCS. These marks are directly submitted online to the University. This is totally under the aegis of the University and the college plays no role in the process apart from assessing their answer-scripts. If any grievance arises from the part of any student , the case is forwarded to the Examination Committee followed by forwarding the case to the Department concerned . The Department , after collecting the script, re-evaluate it (if necessary) and solve the problem and report to the Examination Committee. The entire matter is sent to the Head of the Institution for further action.

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.

Faculty members of all disciplines apply themselves to the syllabi framed by the affiliating University at UG levels and internalize the Programme Outcomes (PO). With reference to the Programme Outcomes formulated by the University, the Programme Specific Outcomes (PSO) and then the detailed Course Outcomes in relation to both PSOs and POs are discussed at the departmental levels during syllabus allocation meetings in the beginning of each Academic Session. The individual departments hold Induction Programmes for the new-comers, where they are made aware of the Programme Outcomes. For prospective and existing students, the POs and COs of different subjects and the detailed syllabi are put up on the website so that they may browse through them.

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

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

The individual departments hold Induction Programmes for the new comers, where they are made aware of the Programme Outcomes. The students’ progress is continuously assessed through various kinds of evaluation. At the end of final semester, online student feedback is taken, from which the college gets an idea of the students’ own perception regarding their progression. The final outcomes of the Courses or Programmes are measured by the marks or grades obtained by the students in the University examinations. Whereas Course Outcomes can be judged at the end of a semester by the course results, the Programme Outcome is obtained by the programme result when the student has completed all six semesters. The major Programme Outcomes and Course Outcomes for undergraduate colleges is progression to higher education or some professional course by the students. The institution tries to keep track of the progression of its students as to whether they have opted for further studies or have secured a place in the job market

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.dbndsm.edu.in/images/uploads/Students%20Feedback%20Report%20on%20Syllabus%202021-22.pdf

2.6.3 - Pass percentage of Students during the year

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

527

File Description	Documents
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Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.dbndsm.edu.in/images/uploads/ANNUAL%20REPROT%202021-2022.pdf

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://www.dbndsm.edu.in/images/uploads/Students%20Satisfaction%20Survey%20report%202021-22.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

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

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

NIL

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

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

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

01

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

3.2 - Research Publications and Awards

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

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

21

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

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

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

11

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

3.3 - Extension Activities

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

Dr.Bhupendra Nath Dutta Smriti Mahavidyalaya NSS Activity Report

The NSS units of Dr. Bhupendra Nath Dutta Smriti Mahavidyalaya conducted a programme on Covid awareness at Hatgobindapur village on 9th September 2021. In this programme 40 students and 10 teachers participated actively maintaining proper covid protocol. The NSS volunteer distributed mask and sanitizer among the villagers.

File Description	Documents
Paste link for additional information	https://dbndsm.edu.in/images/uploads/NSS%20ACTIVITY%20REPORT%2021-22.pdf
Upload any additional information	View File

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

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

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
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

3

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

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

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

917

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

3.4 - Collaboration

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

03

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

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

02

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution offers 18 undergraduate programmes and the student strength in the academic session 2021-22 was 2241. All classes of Arts, Science and Commerce stream are held in the day session. There are 28 classrooms, out of which there is 1 smart classroom. The institution has 1 Auditorium, 1 Seminar Room and 1 Computer Laboratory. There are total 13 laboratories for the departments of Botany, Chemistry, Physics, Zoology, Nutrition, Geography, and Physical Education and 3 computer laboratories out of them 2 in the departments of Mathematics and Commerce and 1 is General computer laboratory. Presently, there are total 74 computers available for academic purposes. Total 4 rooms (seminar hall, smart class room and other two rooms) have fixed ICT facility with ceiling mount overhead LCD projectors. Library has a collection of 19115 books. And it subscribes online journals through N-List in addition to one Bengali and one English daily news paper and some popular magazines.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.dbndsm.edu.in/images/uploads/2023_04_29%2012_12%20Office%20Lens%202023.pdf

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

The institution has Physical Education Department and the "Games and Sports Sub-Committee" to organize sports activities. Playground 1 is allotted for football, while playgrounds 2 consists of a Volleyball, basketball court. The institution also has a well equipped Gymnasium, which is used by all the stake holders (students, teachers and non-teaching staff) . Annual athletic meet of college students is organized every year by the college. The playgrounds are also used for open stages for observance of important days such Republic Day, Independence Day etc. The auditoriums are used for different cultural activities such as annual fresher and cultural program, celebration of Basanta utsav, Rabindra Jayanti, Teachers' Day celebration, International Mother Language Day celebration etc. During the annual exhibitions, students decorate the entire college campus including the classrooms to display their prepared models, charts and other innovative projects.

We observed the following functions this year

1. Vanomahotsav: Van Mahotsav day is celebrated on 14th July 2021 by planting sapling to raise awareness among individuals regarding the importance of trees and inspire citizens to plant more of them.

2. Basanta utsav: Or 'Vasant Utsav' or the Festival of Springtime or the 'festival of colours' is to inspire all the stakeholders of the institution in the month of February-March. That is why, th institute has aptly adopted such a concept of celebrating the Vasant Utsav

3. Annual sports: After a gap due to covid pandemic we successfully organised annual sports of our college this year on and from 21-22 December, 2021.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.dbndsm.edu.in/play_ground.php

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

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.dbndsm.edu.in/ict_enabled_classroom.php , https://www.dbndsm.edu.in/smart_classroom.php , https://www.dbndsm.edu.in/seminar_halls.php
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

13.35812

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

4.2 - Library as a Learning Resource

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

Library is using cloud based koha ILMS version since 2019. At present it is using 21.05 version of Koha. Our library is partially automated. Automation started in the year 2017. At present we are working on cataloguing, patron and acquisition module, Patron data is filled by the patron themselves using a link from OPAC. Hope we will be able to start issue and return of books in an automated environment soon.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://library.dbndsm.ac.in/

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
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File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.77190

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

19

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

4.3 - IT Infrastructure

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

College tries to upgrade its IT infrastructure fromtime to time.

Year	No. of computrs	Additions	Discarded	Bandwidth	2017-2018	83	10	mbps	2018-2019	112	29	-	20	mbps	2019-2020	112	-	-	30	mbps	2020-2021	105	5	12	30-80	mbps	2021-2022	90	-	15	30-80	mbps
------	-----------------	-----------	-----------	-----------	-----------	----	----	------	-----------	-----	----	---	----	------	-----------	-----	---	---	----	------	-----------	-----	---	----	-------	------	-----------	----	---	----	-------	------

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.dbndsm.edu.in/images/uploads/internet%20expenses%204.3.1.pdf

4.3.2 - Number of Computers

90

File Description	Documents
Upload any additional information	View File
Student - computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ≥ 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

1.29941

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

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

The institution has three separate broadband connections running with the Office, Library and computer lab at 30-80 MBPS speed with the scheme of monthly unlimited data. The broadband connection enables Wi-Fi availability. There are 29 computers in the computer laboratory placed in the 2nd floor of the main building. Mathematics department has a computer lab with 3 computers. There is a well equipped GIS lab in the 1st floor of the main building. All the science departments have their specific laboratories. Physics, Chemistry, Botany, Zoology, Nutrition have their own laboratories. The regular maintenance and upgradation of computers is done by the local vendor as and when computer is beyond warranty period. maintenance of instruments of various departments is done by the specialised and authorised agencies only. Books are purchased as per the requirements of different departments from the available funds. E-journals and e-books are available from the N-List programme of the INFLIBNET. Librarian is entrusted to provide username and password to the teaches and non-teaching staff members. There is an official Youtube channel of the college (<https://www.youtube.com/c/DBNDSMOfficial>). The college website is regularly updated to provide online access of notices, admission, events, feedback collection, online learning facilities for the students and all stakeholders

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.youtube.com/c/DBNDSMOfficial

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

1479

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

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

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

299

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

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

E. none 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

83

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

83

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
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File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	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
15

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

5.2.2 - Number of students progressing to higher education during the year
5.2.2.1 - Number of outgoing student progression to higher education
66

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

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)
5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year
6

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

5.3 - Student Participation and Activities
5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year
5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.
6

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)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)
We follow the statute of The University of Burdwan and form students' union by the elected members from every classes. However, from 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, RabindraNazrul Jayanti, departmental exhibitions, Republic Day celebration, Independence Day celebration, freshers' welcome, teacher's day celebration.

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

15

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

5.4 - Alumni Engagement

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

The college does not have any registered Alumni Association,but the process of forming a registered alumni association is under way.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Dr. B.N. Dutta Smriti Mahavidyalaya was established in 1996with a vision to overall development ---- social, economic, cultural and aesthetic ----- of students living in the rural surroundings, providing them the opportunity for higher education and through it the inculcation of values that can, in the larger scale, provide them with the real empowerment and ability to cope up with the future needs and challenges. The college is committed to provide an inclusive teaching-learning environment, to promote community service and a sense of social responsibility. The college ensures the maintenance of the green environment and promises environmental conservation for a sustainable future.

File Description	Documents
Paste link for additional information	https://www.dbndsm.edu.in/mission_and_vision.php
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.

The effective leadership is visible in various institutional practices such as decentralization and participative management. The college values the contribution of all stakeholders in maintaining the vision and mission of the college. All stakeholders have a role to play in the college development through various ways. Teacher's participation in Teachers' Council and in different committees and sub-committees is an illustration of decentralization and participative management. The Council's Secretary is selected amongst the teachers in a democratic way. Each faculty serves in at least two/three committees and sub committees. IQAC works incredibly in maintaining the quality, keeping in view the sustenance, enhancement and improvement of the college. Departmental-in charges coordinate the administrative needs of their respective departments. Students' representation through departments is significant. Parent-teacher meetings conducted in various departments contribute a lot in the overall development of the individual students and their participation in social activities. For each academic session, Teachers' Council nominates the committees related to the academic affairs. Teachers representatives in the Governing Body, Non-teaching staff, students representatives and the IQAC contribute significantly in the planning and implementation of the targeted goals.

The Teachers' Council is one of the evidences of the decentralized and participative management in the institution.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional Strategic/ perspective plan is effectively deployed. The Institution has defined the strategic plan and works accordingly for effective deployment. The strategic plan are

1) To create teaching excellence in departments with optimal use of resources.

(2) To utilize alternating sources of energy, improved waste management practices and make a green college campus.

(3)To develop laboratory facilities equipping with new instruments.

(4) To Increase the facilities of higher education through new degree/diploma/ certificate courses.

(5) To encourage the faculty members for higher studies.

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

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

The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc. The organogram of the college reflects the decentralization of the institution and shared responsibilities that govern it. The Governing Body oversees general administration and financial management of the institution whose power is vested in it by the laws and ordinances of the University of Burdwan and the Govt. of West Bengal. The Principal is responsible for the administration and execution of day-to-day responsibilities. The Principal supervises and oversees overall functioning of the college. The Departmental-in-Charges coordinate with the Principal and their respective departments to accomplish departmental academic, financial, and co-curricular requirements. The Bursar assists the Principal for financial management of the college. The IQAC is responsible for assessing and ensuring quality in the teaching-learning-evaluation process. The Librarian is in-charge of the library and supervises the library assistants and attendants in order to keep it in proper working order. The administrative staff of the college has a well defined organisational structure, with roles assigned in accordance with norms of the University and the UGC.Full-time teachers are appointed by the Governing Body in recommendation of the College Service Commission, W.B.. State-aided College Teachers and Full-time Non-teaching Staff are appointed by the Governing Body and further approved by the D.P.I.. West Bengal Government Service Rule is strictly followed.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://dbndsm.edu.in/images/uploads/organ_ogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above
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File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

1. All benefits of the West Bengal Government Employees are applicable to the Teaching and Non-Teaching Staff of this institution. Some of them are listed below:

a. General Provident Fund (GPF) with nomination and loan facilities

b.West Bengal Health Scheme (WBHS) for all medical benefits Gratuity and Pension Scheme of Government of West Bengal

c. GSLI

d. Co-operative

1.Child Care Leave and maternity leave for female teachers and non[1]teaching staff

2. Faculty Members are provided duty-on-leave to participate in orientation programmes, refresher courses, short term courses, seminars, workshops and other professional development programmes

3. Health check up

4. Wheel chair to cater to the needs of the differently abled employees
5. Stress management through different recreational programmes such as Basanta Utsab, Cultural Programs, Teachers' Day, Annual Function etc.
6. Accommodation facility (temporary) to the newly appointed full[1]time teachers.

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

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

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

0

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

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

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

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)	View File

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

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

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	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The Performance Appraisal System for teaching and non-teaching staff is followed as per the Government Guidelines. In pursuance with time-to-time G.O. made by the Government of West Bengal, the Internal Quality Assurance Cell (IQAC) of the institution invites applications from the faculty members in the prescribed proforma, which are verified and checked by the IQAC and the Head of the Institution and then forwarded to the Screening/Selection Committee comprising of the Government Nominee and the Subject Experts from the affiliating University. The verified files are then subsequently sent to the Department of Higher Education, Government of West Bengal for necessary action. The Performance Appraisal System of nonteaching staff is followed as per the West Bengal Service Rules. During the academic session 2021-22, the files of a number of..01.faculty member for promotion to the next higher grade/level were verified by the Government/University appointed Screening/Selection Committee and sent to the Government for necessary action.

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

6.4 - Financial Management and Resource Mobilization

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

The external Financial Audit of the college is being conducted by the Chartered Accountant empanelled as per norms of Finance Dept, Govt. of West Bengal. The External Financial Audit is conducted by the Directorate of Audit as per their schedule. The college has a transparent and systematic financial management system. College conducts an internal audit of the college books of accounts for the respective financial year. For this purpose, college appoints qualified, experienced teachers from Dept. of Commerce. The teacher(s) meticulously audits the finance- related documents for all transactions. It is an audit of balance sheet, general fund income and expenditure. However for the academic year 2021-2022 panel of the auditors were not sent to us from the DPI, WB, so external audit remained due.

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)

1

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

College receives funds from UGC and from West Bengal Government. Funds are also generated from a certain portion of students’ fees, etc. Funds are also mobilised from various government and non government sources for the purpose of research and projects under schemes funded by ICSSR. For efficient and optimum utilisation of resources available, departmental-in-charge are asked to provide their requirements at the beginning of the session to ensure maintenance and upgradation of laboratories, library, computing facilities, classrooms, equipments and facilities. Budget is prepared and submitted to the Governing Body for approval. College committees follow the procedure according to the system regulated by the Governing Body. All financial documents and bills are processed by accounts section, Bursar and Principal. Optimal utilization of the infrastructure for teaching and learning is ensured through regular maintenance. One of the source of earning has been created by mobilization of resources by giving the college ponds on lease with MoUs. With solar panel set at college premise, college gets the facility of reducing electric bill as well as using unconventional energy source.

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

6.5 - Internal Quality Assurance System

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

- * Procured dedicated G-Suite for education domain to carry out online classes and other communications
- * Organised state level and national level webinars and national level e-quiz competition
- * Initiated web-lectures in different departments
- * Upgraded Managemet Information System(MIS) during the period of pandemic

File Description	Documents
Paste link for additional information	https://dbndsm.edu.in/iqac_meeting_resolution.php
Upload any additional information	View File

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

IQAC plays a fundamental role in enhancing and sustaining the quality of all the aspects of an educational institute.

1.Teaching learning aspects: Ensures the framing of academic calendar of college for the academic session.

2.Each faculty member prepares Curriculum Plan to be followed during semester.

3. Ensures regular departmental meetings for identification and timely guidance of fast and slow learners.

4. Organizes departmental meetings to review course-wise , faculty[1]wise academic results.

5. Initiates the process of collection, assessment and follow up of feedbacks from students.

6. Encourages student-centric experiential learning through visits, excursions etc.

7. Implements mentor-mentee policy to guide and help the students on one-to-one basis.

8. IQAC is constantly working towards developing gender neutral and inclusive campus.

9. Structures & Methodologies: IQAC conducts regular visits to physical and academic facilities to assess the available infrastructure, their maintenance and functioning; and to review facilities and plan for their further improvement.

File Description	Documents
Paste link for additional information	https://dbndsm.edu.in/images/uploads/Students%20Satisfaction%20Survey%20report%202021-22.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above
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File Description	Documents
Paste web link of Annual reports of Institution	https://www.dbndsm.edu.in/images/uploads/ANNUAL%20REPROT%202021-2022.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Dr. Bhupendranath Dutta Smriti Mahavidyalaya provides the following facilities and conducts various activities keeping in mind to increase awareness and sensitivity towards gender equality.

- Complaint box:
 - Complaint boxes are kept in the college campus to lodge any complaint or demand.
- Counselling:
 - Self Defence Motivation/Women Empowerment.
 - Existence of ICC.
- Common Room:
 - Girls Common room with Napkin Vending Machine and indoor games facilities.
 - Boys Common room with indoor games setup.
- Awareness Programme:
 - Keeping in mind the needs of the students, IQAC of the college organized a one day seminar on discriminatory gender supremacy ("Baishamyabadi lingopravutya O Akhyan Katha") on 29/04/2022.
- Safety and Security:
 - Continuous telephonic contact with the O/C of the nearby Police Station (Saktigarh).
 - C.C. T.V. Surveillance in the campus.
 - All Day and Night Guard
- Any other relevant information
 - Regular assurance by the office and the Principal to read and write in this free atmosphere.

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	https://www.dbndsm.edu.in/images/uploads/SUGGESTION%20BOX.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas	B. Any 3 of the above
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plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	
File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded
7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management	
<div>1. Biodegradable solid wastes are managed through dumping in concrete containers and allow them to rot for a period of time to make usable in our garden. These installations are often used for green manure preparations. These not only help to reduce the solid burden of the institute but also manage these through scientific manner. Non-degradable wastes are often carried out into a distant place away from the permanent habitations.</div> <div>2. E-waste, which is generated through the non-functional computer and other electronic gadgets, generally goes to the seller through bulk sale procedure.</div> <div>3. As we are belonging to the category of general degree college, there is negligible discharge of emissions and effluents. So, we are not in a position to recycle or manage those.</div>	
File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File
7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	D. Any 1 of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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: <div>1. Restricted entry of automobiles</div> <div>2. Use of Bicycles/ Battery powered vehicles</div> <div>3. Pedestrian Friendly pathways</div> <div>4. Ban on use of Plastic</div> <div>5. landscaping with trees and plants</div>	B. Any 3 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
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 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	C. Any 2 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	View File
Any other relevant information	View File
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	D. Any 1 of the above

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

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

The institution takes necessary initiatives to impart education to the students in an inclusive environment so that the students follow and respect the spirit of peace, equality and harmony. This is why on the one hand such as “Anti Ragging Cell”, “Women Development Cell” has been formed; on the other hand, in the student profile of the college, all sections of the society [UR, SC, ST, OBC-A (Minority), OBC-B] have been placed in the proportion mentioned in the government guidelines. Not only that, 55.91% of the total students are female students. Besides this, through the following various activities, the institution is always in the line of attaining harmony in all respects ranging from cultural, regional, linguistic, communal and so on with utmost efforts from all the levels.

Keeping in mind the objective of strengthening the bonds of communal harmony, the college organized Vani Bandana on February 4and 5.

Van Mahotsav day is celebrated on 14th July 2021 by plantation of trees to raise awareness among individuals regarding the importance of trees and inspire citizens to plant more of them.

Apart from celebration of birthdays of eminent writers, poets and of Independence day etc., we observe International Mother Language Day (21st February) to commemorate and create awareness about the Mother Language of each linguistic community regularly.

By celebrating Vasanta Utsav on 8th April 2022, the college's motto is to retain the cultural heritage of The Incredible India.

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

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

Dr. Bhupendranath Dutta Smriti Mahavidyalaya's educational plan reflects the college's long-term commitment to students as well as their families and the community at large. As part of this plan, inclusive governance is prioritized because of the development of human values and above all, the commitment to constitutional rights, duties and values. And for that purpose this institution observes Republic Day on 26th January every year. Moreover we observe National Youth Day on 12th January to commemorate the birth of the great philosopher and monk Swami Vivekananda. College organized a 3-Day International Webinar on “Rejuvenating Values in Indian Context” on January 21 to 23, 2022 by the Department of Philosophy in association with IQAC.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	D. Any 1 of the above
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File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

- The institution observes the Independence Day of India on 15th August every year. It not only reminds us of the heroic deeds of our freedom fighters but also helps to encourage us to keep tied with our country in harmony.
- 26th foundation day of the institution has been celebrated through several cultural programmes.

- Moreover this institution observes Republic Day on 26th January to signify the true spirit of Independent and Republic & Sovereign India.

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	View File

7.2 - Best Practices

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

Best Practice - 1

Vasanta Utsav, the Season of Colours Celebration under the aegis of Cultural Heritage Promotion Cell

Spring, the eternal season of rebirth or regrowth or rejuvenation, gives us the essence of hope and aspirations. It not only helps in budding of hope in the form of twigs and flowers but also attracts billions of faunal input. So, it is a proven fact that this spreads hope all over the world. So, 'Vasant Utsav' or the Festival of Springtime is ever welcome for all, ranging from the permanent or temporary inhabitants in the remote Antarctic Continent to the harsh desertic environment. That is why, Dr. Bhupendra Nath Dutta Smriti Mahavidyalaya has aptly adopted such a concept of celebrating the Vasant Utsav to inspire all the stakeholders of the institution in the month of February-March.

Best Practice - 2

Community Engagement through Sports and Physical Activities

The playground of Dr. Bhupendra Nath Dutta Smriti Mahavidyalaya has an appealing effect of showing sporting activity. It attracts children from local as well as distant areas to play especially in the afternoon.

Objective

- Promotion of health of the local children
- Encouraging appeal to the new generations
- Affectionate bonding building with the local people
- Preparation of good football player for the college.

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

7.3 - Institutional Distinctiveness

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

The institution, located in one of the most prosperous blocks of the Purba Bardhaman district of West Bengal in terms of agriculture, is a rural college having the Mission and vision of spreading education to the local people especially the poor and backward ones, which ironically forms the majority. In the span of 25 years, the sphere has increased to attract students from the local town and adjacent blocks moving beyond its domain of eleven feeder schools. 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 sprawling over an area of 7.29 acres of land. Special acclaim may be given to the department of Physical Education where students, mostly from socially backward classes, comprising first generation learners, have not only come in the radar of higher education but have also added feathers to the hat. The college is proud of its players who have excelled in diverse sports events like Handball, Kho-Kho, Yoga, Football and Athletics. With Football remaining as the crown as the college boys have emerged as National Champions.

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

7.3.2 - Plan of action for the next academic year

The following are the plan of action for the academic year 2022-23:

1. Library Automation.
2. Rainwater harvesting facilities.
3. Maintenance of green campus.
4. Organising national / international level seminars.
5. Introduction of Add On and Certificate programs.
6. Built Divyangjan friendly and barrier free environment
7. Self-defence programme for girl students.