



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

Dr. Bhupendra Nath 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**
- Registered e-mail **bhupendranathdutta@yahoo.com**
- Alternate e-mail **iqac-coordinator@dbndsm.ac.in**
- Address **Hatgobindapur, Purba Bardhaman**
- City/Town **Dist-Purba Bardhaman**
- 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. Nirmala Rajak**
- Phone No. **03422584616**
- Alternate phone No. **9434029146**
- Mobile **9434029146**
- 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://dbndsm.edu.in/Pdf/IQAC/AQAR/AQAR_2021-22.pdf

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

https://dbndsm.edu.in/Pdf/Academic-calendar/Academic_Calendar_2022-23.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. Abhijit Roy, Dept. of Commerce	Minor Research Project	ICSSR	2023 for 1 Year	200000

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 8

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

Introduced seventeen Add-on courses

Celebrated 'Vanamahotsav' by planting saplings to maintain green campus

Organised CBCS orientation programme and programme on professional ethics for semester- I students

Organised national / international level seminars, workshops

Initiated Gender Audit and Gender Action Plan

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 make arrangements for rainwater harvesting facilities.	Arrangements were made for rainwater harvesting
To take a step towards upgradation of green campus	Saplings were planted on various days and a Gardener is appointed temporarily.
To organise national / international seminar by different departments	Organised seminar and workshop by different departments
To introduce Add On and Certificate courses	Seventeen Add-On Courses were opened and completed
To build Divyangjan friendly and barrier free environment	Ramp, Guard rails were constructed
To introduce Self-defence programme for girl students.	Self defence programme (Taekwondo) started on and from 22.03.2023

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	02/02/2024

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	Dr. Bhupendra Nath 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
• Registered e-mail	bhupendranathdutta@yahoo.com
• Alternate e-mail	iqac-coordinator@dbndsm.ac.in
• Address	Hatgobindapur, Purba Bardhaman
• City/Town	Dist-Purba Bardhaman
• 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. Nirmala Rajak

• Phone No.	03422584616				
• Alternate phone No.	9434029146				
• Mobile	9434029146				
• 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://dbndsm.edu.in/Pdf/IOAC/AOAR/AOAR_2021-22.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://dbndsm.edu.in/Pdf/Academic-calendar/Academic_Calendar_2022-23.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. Abhijit Roy, Dept. of Commerce	Minor Research Project	ICSSR	2023 for 1 Year	200000	
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	8	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
Introduced seventeen Add-on courses		
Celebrated 'Vanamahotsav' by planting saplings to maintain green campus		
Organised CBCS orientation programme and programme on professional ethics for semester- I students		
Organised national / international level seminars, workshops		
Initiated Gender Audit and Gender Action Plan		
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 make arrangements for rainwater harvesting facilities.	Arrangements were made for rainwater harvesting
To take a step towards upgradation of green campus	Saplings were planted on various days and a Gardener is appointed temporarily.
To organise national / international seminar by different departments	Organised seminar and workshop by different departments
To introduce Add On and Certificate courses	Seventeen Add-On Courses were opened and completed
To build Divyangjan friendly and barrier free environment	Ramp, Guard rails were constructed
To introduce Self-defence programme for girl students.	Self defence programme (Taekwondo) started on and from 22.03.2023
13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body	02/02/2024
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
Yes	20/03/2024
15.Multidisciplinary / interdisciplinary	
<p>Multidisciplinary/Interdisciplinary Courses to transform this establishment into a Holistic Multidisciplinary Institution. We are in view of integration of humanities and science through STEM. As the objective of multidisciplinary education being 'to Connect', it is an integral part of our education system. It is worth-mentioning that multidisciplinary education is important in</p>	

holistic education. The role of learning any subject is four-fold: (1) Professional, which means preparing student for a career in a given field, (2) Utility and Relevance, which connects the subject to the development of societies, (3) Democracy and Citizenship, which relates to the subject literacy of the learner for informed participating in discussing and solving social problems and challenges, and (4) Cultural and Intellectual, which refers to improvement in learner's skills in critical thinking and intellectual nurturing. All these four dimensions are inter-related and an integral part of total education. It is beyond career-oriented learning, and transcends to overall development of human kind, be it social, cultural and universal. Multidisciplinary education is thus a necessity for integral development as well as personal improvement. It is extremely necessary to provide a greater exposure to a learner by giving him/her an opportunity to involve in multidisciplinary education.

16.Academic bank of credits (ABC):

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. We abide by the rules and regulations and also follow instructions of the University of Burdwan as per their stipulated programmes through a nodal officer engaged from our end. We have no individuality in this regard.

17.Skill development:

Skills are basically the intelligence of individual or the group by which things are done or developed with the available resources, materials or things- utilizing of which the objectives are done or goals are to be attend and achieved usefulness and easiness of life, society and the group. Communicative English- by which individual or groups enhance their capacity of employability. Impact of Meeting -Seminar, workshop, social work helps to gather communicable knowledge. Hands on Training - leads to the development of practical experience. Good Habits- Performing arts and other activities nurture good habits and manners. Time Limit- Inspirations may lead to the development of motivation and devotion. Our skilled teachers always encourage in this manner to fulfill the task in time.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The Indian Knowledge System (IKS) encompasses a rich heritage of traditional wisdom, culture, languages, and educational practices. By integrating IKS into the curriculum, our college can provide a transformative educational experience for undergraduate students. This integration not only preserves and promotes indigenous knowledge but also enhances students' mobility to cultural roots, making education more relevant and meaningful. We explore strategies for effectively integrating IKS into our college's undergraduate programs.

Celebrating Festivals and Cultural Events: Organizing festivals and cultural events on campus can bring the vibrancy of Indian traditions to life. Celebrating local festivals, conducting interactive workshops on traditional crafts, cooking, music, and dance can provide students cultural experiences. These activities not only educate but also build a sense of coherence and pride in cultural heritage.

Blended Mode of Teaching-Learning: Combining online courses with traditional classroom teaching can provide a blended learning experience. This hybrid approach offers flexibility and caters to diverse learning styles, allowing students to benefit from both digital resources and face-to-face interactions. Online assessment tools can be implemented to provide immediate feedback and track students' progress efficiently.

Community Engagement: Engaging local communities in the educational process is our key activity. Involvement of parents, local artisans, and cultural practitioners can contribute valuable knowledge and expertise solutions. Integrating the Indian Knowledge System into the undergraduate programs of our college offers a unique opportunity to enrich education with cultural depth and linguistic diversity. By promoting multilingual education, incorporating cultural studies, leveraging online courses, and engaging with the community, we can create an educational environment that honours our heritage and cultural traits. This holistic approach not only preserves traditional wisdom but also prepares students to navigate the complexities of the modern world with a strong sense of identity and cultural pride.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Outcome Based Education The college has increased focus on outcome-based approach to education. It gives importance on monitoring continuous quality improvement. Care is taken to ensure fulfilling the requirement of the curriculum offered by the University of Burdwan. To enhance comprehensive and procedural knowledge required for carrying out professional or skilled students, the college arranges necessary Add on or Certificate Courses to inculcate the following skills among them:

problem solving skills, critical thinking ability, spirit of team work, collaboration, judgement and decision making, communication skill etc. Students may acquire leadership skills, citizenship skills and values, self-management, reflective thinking, ethical and moral reasoning, knowledge and practice of human and constitutional values, fundamental duties, gender sensitivity, knowledge of India etc. Teachers of the college adopt multiple approaches to teaching and learning such as problem-based teaching, individual project-based learning, practical work, field based learning, visit to industries etc. We also adopt multiple approaches to learning assessment which covers all domains of learning such as time-constrained examination, problem-based assignments, practical assignment report, observation of practical skill, individual project report, oral presentation, seminar presentation, Viva voce etc. The motto of such kinds of education is to prepare skilled students to be competent enough in the next phase of higher study or employment. A good number of placements is self-explanatory to this kind of venture.

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	1998
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	991
-----	-----

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 Number of outgoing/ final year students during the year		323
File Description		Documents
Data Template	View File	
3.Academic		
3.1 Number of full time teachers during the year		79
File Description		Documents
Data Template	View File	
3.2 Number of Sanctioned posts during the year		83
File Description		Documents
Data Template	View File	
4.Institution		
4.1 Total number of Classrooms and Seminar halls		28
4.2 Total expenditure excluding salary during the year (INR in lakhs)		58.51403
4.3 Total number of computers on campus for academic purposes		73

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

As an affiliated college of the University of Burdwan, the institution implements the curriculum as per the guidelines notified by the university. Based on university notifications, the IQAC prepares the academic calendar of the college, which is uploaded to the college website. Routine is prepared in accordance with the number of credit points mentioned in the prescribed university syllabus for each course offered by the departments. Students are informed about the lesson plan, course curriculum, course outcome, and mode of curriculum delivery. Teaching modes include chalk and talk, student seminars, interactive learning, and field- and lab-based learning. The teachers of the respective department prepare teaching modules and lesson plan

The teaching modules and lesson plans are prepared by the individual 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 changing curriculum and pedagogy. During the academic session 2022-23, the curriculum delivery was conducted in offline mode.

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)

The 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 are generally adhered to. Besides, other guidelines are 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 so they can maintain their daily work routine. The academic calendar also gives an outline of the various academic and cultural activities that are carried out at the institution.

The 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 create a better academic environment. The college conducts offline internal, project, and practical examinations with respect to the university guidelines. These examinations are conducted and evaluated as per the calendar of events. The tentative month of the internal examination is prepared by the IQAC, and the date of the internal examination is fixed by the responsible department, and it is published on 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 presentations by students.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://dbndsm.edu.in/Pdf/Academic-calendar/Academic_Calendar_2022-23.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)

17

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

671

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

671

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

1.3 - Curriculum Enrichment

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

The course curriculum consists of several courses that integrate cross-cutting issues relevant to professional ethics, gender, human values, the environment, and sustainability. In the curriculum, the affiliated university prescribed Environmental Studies as a compulsory paper for first-semester students. The Departments of Botany, Zoology, Chemistry, Nutrition, and Geography offer courses that cover numerous environmental aspects such as habitats, energy flow in ecosystems, interactions between communities, the exclusion of niches and the consequences of changing environments on biodiversity, conservation and sustainable development, agricultural environment aspects, climate change, environmental health, communicable and non-communicable diseases, algae and bacteria in the environment, immunization programs, public health, epidemiology, and common nutrient deficiency diseases, pollution, polluting agents, and sustainable development. Departments of Bengali, English, Economics, History, Sanskrit, Philosophy, and Political Science offer courses that inculcate 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 of professional ethics, the concept of equality and fraternity, the 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 an enhanced understanding of human existence.

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

28

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

821

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

1.4 - Feedback System

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

B. Any 3 of the above

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

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2107

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

388

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

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 organizes and runs events like viva, introduction programmes, seminar presentations, problem-solving sessions, surprise evaluations, quizzes for advanced 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 2022-2023, 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
1998	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://dbndsm.edu.in/Laboratories.aspx

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://dbndsm.edu.in/Ict-enabled-classroom.aspx

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	View File
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

79

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

28

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

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

2.4.3.1 - Total experience of full-time teachers

79

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

2.5 - Evaluation Process and Reforms

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

Internal 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	View File
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	View File
Paste link for Additional information	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpd iI6ImFwVE9mT2pWOVFpZFVYdEk5Q0w0OFE9PSIsInZ hbHVlIjoic0dNTDhieDQvTmJOTWFDNnhwVjBWRHV6R FI1RllvTnluVExWRk9PULBVeG9CM1BGRE94V2k1L0d rSGJVSUlweiIsIm1hYyI6IjNlOGQ5MmYzMzkyZmO4N 2M0OTO2OGM1MDlmMzNiZTO2ODdlZWFKNDZiYzIyMTl iYmM4NTA1ZjM4NzNmYjO2NTMiLCJ0YWciOiIifO==
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The 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	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year**323**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

https://dbndsm.edu.in/Pdf/IQAC/Feedback/Student/Students_Satisfaction_survey_Report_2022-23.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)****2.00**

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
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

1

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	View File
Paste link to funding agency website	https://www.nujs.edu/ https://icssr.org/

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**

3

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

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

7

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

5

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

A tree plantation program was implemented during the observation of Youth weekon and from January, 12th -19th, 2023 in the college campus and in the neighborhood of the campus as sensitizing students to social issues. Under a seven days special camp students visited our adopted village and interacted with the villagers. A health check facility was provided to the villagers at the primary level. Some pens, notebooks, colours were distributed to the village children during the said program. Some plants were distributed to the villagers for plantation on this occasion. The camp was under National service scheme on and from 23-3-2023 to 29-3-2023. In both the programmes college students participated in the activities with keen interest, andmade the programmes fruitful.

File Description	Documents
Paste link for additional information	https://dbndsm.edu.in/IQAC/AQAR-document/1532353.3.1.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

0

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

7

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

458

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

5

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

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

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

21

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 2022-23 was 2107. 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 19119 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/2022-2023-4.1.1.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, the 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://dbndsm.edu.in/Play-ground.aspx

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://dbndsm.edu.in/Ict-enabled-classroom.aspx
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)

3.22827

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

4.2 - Library as a Learning Resource

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

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

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)

0.09607

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**

23

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 computer Addition Discarded Bandwidth 2017-2018 83 10
 2018-2019 112 29 - 20 2019-2020 112 - - 30 2020-2021 105 5 12
 30-80 2021-2022 90 - 15 30-80 2022-2023 92 3 1 30-80

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.dbndsm.edu.in/images/uploads/2022-2023_4.3.1.pdf

4.3.2 - Number of Computers

92

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)**

1.66693

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

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

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

1954

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

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

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

206

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

D. 1 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

330

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

330

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

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

A. All of the above

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

26

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

55

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

3

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.

25

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

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

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

32

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Dr. B.N. Dutta Smriti Mahavidyalaya was established in 1996 with 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://dbndsm.edu.in/Mission-and-vision.aspx
Upload any additional information	View File

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

The institute gives emphasis on functional and delegatory autonomy to all the functionaries in the institute in order to fulfil the mission and vision of the institute by decentralizing the governance system and by ensuring the participation of all the teaching and non-teaching staff and students. The following units are active in this regard:

Governing Body,

Teachers' Council,

Purchase Committee

Finance Committee

Building Committee

RUSA committee

IQAC

Internal Complaints Committee

Library Committee

Research Committee

Three representatives in Governing Body

Co-ordinator, IQAC

Bursar

Secretary, Teachers' Council: Elected by the members of the Teachers' Council. He is to advise the Principal as decided by the council and ensures the participation of all members in academic matters

Assistant Secretary, Teachers' Council: Elected by the members of the Teachers' Council. He is to assist the T.C.S. and act as T.C.S. in his absence.

Public Information Officer: Handles and responds to all RTI on behalf of the college.

Nodal Officer

Presiding Officer, Internal Complaints Committee: Addresses the cases of sexual harassment at workplace and give justice to the victims.

Students also participate in the management of college as Class Representatives.

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 organizational 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/Administrative-structure.aspx
Upload any additional information	View File

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

A. All of the above

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

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-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 time teachers.

File Description	Documents
Paste link for additional information	https://dbndsm.edu.in/IQAC/AQAR-document/157296.3.1.pdf
Upload any additional information	View File

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

0

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

6.3.3 - Number of professional development /administrative training programs organized by

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

1

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

6

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. Promotion of nonteaching staff is followed as per the West Bengal Service Rules. Principal follows the administrative calendar in order to have appraisal of their functioning. During the academic session 2022-2023, the files of a number of 01 teaching-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 2022-2023 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	View File

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

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

0.345

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

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

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, computer 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

IQAC has made following significant contributions for institutionalising the quality assurance strategies and process:

1. Introduced new Add-on courses
2. Celebrated 'Vana Mahotsav' by planting saplings to maintain green campus
3. Organised CBCS orientation programme and program on professional ethics for semester - I students
4. Organised national / international level seminars, workshops
5. Initiated Gender audit and Gender action Plan
6. Initiated regular class test/ internal assessment in each semester.
7. Started at least two parent-teachers meeting in each semester;
8. Organised Blood donation camp in order to grow sense of morality, ethics and awareness among the stakeholders of the college.
9. Observed World Yoga Day, Horror of Partition Day, Ajadi-ka-Amrit-Mahotsav, Har Ghar Tiranga, Birthday celebration of Ishwar Chandra Vidyasagar, Sangbidhan Divas, Youth Day, Republic Day, National Girls' Child Day, International Mother Language Day, Hool Divas, Birthday Celebration of Rabindranath Tagore, Aids Day,
10. Organised training Programme on e-filing of Income Tax,

11. Organised programme on development sense of ethics, Code of Conduct and Zero tolerance policy of the college.

File Description	Documents
Paste link for additional information	https://dbndsm.edu.in/Iqac-meeting-resolution.aspx
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 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;

File Description	Documents
Paste link for additional information	https://dbndsm.edu.in/Iqac-meeting-resolution.aspx
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://dbndsm.edu.in/Pdf/Publication/Annual-report/Annual_report_2022-23.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution upholds gender equity in truest of its terms. Gender related programs are carried out throughout the year in both curricular and co-curricular aspects. Besides classroom teaching, like previous years following programs have been carried out this year:

1. Induction and the Orientation Programme has been organised for the semester 1 students to promote gender sensitization. Internal expert and IQAC coordinator Dr. Nirmala Rajak laid

emphasis on Code of Ethics, importance of Harassment free environment and Gender Equity.

2. One-Day talk on the topic Gender Sensitization: Sexuality and Taboo has been organized by IQAC on February 6, 2023. Internal expert Smt. Nityapriya Shome Choudhury delivered a talk on the issues of gender, sexuality, trans-sexuality and different taboo in the society that pivots on the gender.
3. Anawareness camp on the topic Cervical Cancer: Early Detection, Screening and Prevention has been organized on March 4,2023.Dr.Nasima Khondokar renowned Gynecologist delivered a lecture on the causes, symptoms of cervical cancer and ways to prevent and deal with it.
4. Complete disbursement of scholarships to Girl Students (Kanyashree) offered by The State Government of West Bengal. Twenty seven girl students have received the scholarship for higher education.
5. Gender Audit has been done in this academic session.

File Description	Documents
Annual gender sensitization action plan	https://dbndsm.edu.in/IQAC/AQAR-document/134567.1.1%20Gender%20Plan.pdf
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://dbndsm.edu.in/IQAC/AQAR-document/1945377.1.1.%20Facilities%20for%20Women.pdf

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

B. Any 3 of the above

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

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

The college can boast of its lush green campus hosting some unique indigenous trees. However the regular human activities produce wastes which addressed appropriately to maintain and sustain the panorama of the institution.

1. Primarily there is a regular practice of separating solid waste in the form of non-biodegradable solid waste and biodegradable solid waste. Biodegradable solid wastes are managed through dumping in concrete containers and allowed to rot for a period of time to make biocompost. These not only help to reduce the solid burden of the institute but also manage wastethrough scientific manner. Non-degradable wastes are often carried out into a distant place away from the permanent habitations.

2. E-waste, which is generated generally goes to the seller through bulk sale procedure.

3. Chemical wastes and other Laboratory liquid wastes are neutralized with water. Waste water coming from different cleaning activities, Urinals and bathrooms are drained into Soak pits

4. As we are belonging to the category of general degree college, there is negligible discharge of hazardous chemical, radioactive waste, biomedical waste. So, management of these materials is beyond our scope.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://dbndsm.edu.in/IQAC/AQAR-document/1345247.1.3.%20Solid%20Waste.pdf
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 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:

A. Any 4 or All of the above

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
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

C. Any 2 of the above

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

eradication of discrimination of all sorts fostering tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Different programs have been organized throughout the academic session 2022-23 to this end. Hool Divas the auspicious occasion of the Santhal rebellion against the British has been observed with due honour on June 30, 2022. Like all educational institutes, Vani Vandana has been performed by students, teachers and non-teaching staff on January 26, 2023. But the institution shows remarkable inclusiveness and harmony when students, teachers, non-teaching staff and even local villagers come together for Post-Puja Refreshments. The College Annual Social organized on February 6 & 7 is not only an occasion of merriment but is also an event when students of different departments reach out to all stake holders of the college and the local community as well with their Educational Stalls. International Mother's Language Day or Bhasha Diwas has been organized on February 21 to pay respect to the martyrs of Bhasha Andolon. Vasanta Utsav has been organized on March 6 to spread the message of cultural unity with the warmth of colours.

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

The institution is active in the task of sensitizing its stake holders regarding constitutional obligations, its values and rights, duties and responsibilities of citizens. Different programs have been organized throughout the academic session 2022-23 to this end. The year 2022 marks the completion of 75 years of Indian independence. The horrors of partition have been commemorated with due honour on the eve of Independence Day as Partition Horrors Remembrance Day. A workshop on Manuscript Conservation was organized on September 29 to spread the message of preserving manuscripts as a valuable repository of knowledge. Students were made aware of the importance of Indian constitution by celebrating the Constitution Day in the campus. The Birth Anniversary of Netaji Subhas Chandra Bose has been observed with due honour. Two days program has been organized to pay homage to Swami Vivekananda. On January 18, 2023 Students, teachers and non-

teaching staff showed their respect and on January 19 a Seminar has been organized where Swami Ajnanananda illuminated the ethos of Swamiji.

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

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

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

Different National and International Commemorative Days are celebrated in the campus with due respect. The academic session started with the celebration of International yoga day on June 30. The year 2022 marked the completion of 75years of Independence. The college observed Har Ghar Tiranga to mark this auspicious occassion.22 se Shrabon:the Death Anniversary of Kabiguru

Rabindranath Tagore was commemorated on August 23. The birth anniversary of Dr.Sarvapalli Radhakrishnan was observed as the joyous occassion of Teachers' day on september 5. Tribute was paid to the Renaissance Saint, Educationist and social reformer Pandit Iswar Chandra Vidyasagaron his birth anniversary on September 26. Agamoni: Prelude to Durga Puja Festival was organised on September 29 before the college closed down for puja festivities. Republic day was observed with due honour in th ecollege campus. and the session ended with the celebration of the birth Anniversary ofGurudev Rabindranath Tagore as 25she Baishakh He Nutan on May 13

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

7.2 - Best Practices

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

Best Practice - 1: Jemon Khela Temni Je Kaaj: Community engagement through Sports

The Context:The playground of Dr. Bhupendra Nath Dutta Smriti Mahavidyalaya attracts children from local as well as distant areas to play especially in the afternoon. **Practice:** The institution has extended its sportsman expertise to the local students to nurture their talents. **Objective:** Identifying and Nurturing of the talent of sports among school children. The evidence of success is evident in the fact that nearly thirty students, among those who have taken training have chosen sports as their future career.

Best Practice - 2 : Shyamala Sundara Vasundhara: Endorsing Environmentally Sustainable Campus
The Context: Injudicious exploitation of natural resources have ripped apart the "vasundhara". The need to rejuvenate mother earth is the need of the hour for human existence. **Objective:**To preserve indigenous and medicinal plants promoting Green Campus and To cultivate

alternative sources of energy. The most evident success is the beautiful lush green pollution free campus which is a feat to the eye. The college also treasures few indigenous plants in the campus Palash, Krishnachura, Mahogany, Jarul. The setting up of solar panels have helped a reduced the costs of electrical consumption

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

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 backward ones, which ironically forms the majority. The college stands unique for its beautiful green campus flattered with lush green ambience sprawling over an area of 7.29 acres of land. In the span of 27 years, the institution has succeeded in attracting students from the local town and adjacent blocks moving beyond its domain of eleven feeder schools bringing a significant section of the backward classes within the domain of higher education. Special acclaim may be given to the achievement of students in Sports. Students have excelled in diverse sports events like Football, Kho-Kho(women's team university champion), Yoga, Handball and Athletics (20 individual medals) with Football remaining as the crown as the college boys were the National Champions (Reliance Cup) in the session 2019-2022. The College football team is the current Champion at university, District and State level tournaments. Accolade have come in three new sports like Basket Ball (men's team are university champions), Hapkito and TAEKWONDO.

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

As an affiliated college of the University of Burdwan, the institution implements the curriculum as per the guidelines notified by the university. Based on university notifications, the IQAC prepares the academic calendar of the college, which is uploaded to the college website. Routine is prepared in accordance with the number of credit points mentioned in the prescribed university syllabus for each course offered by the departments. Students are informed about the lesson plan, course curriculum, course outcome, and mode of curriculum delivery. Teaching modes include chalk and talk, student seminars, interactive learning, and field- and lab-based learning. The teachers of the respective department prepare teaching modules and lesson plan

The teaching modules and lesson plans are prepared by the individual 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 changing curriculum and pedagogy. During the academic session 2022-23, the curriculum delivery was conducted in offline mode.

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)

The 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 are generally adhered to. Besides, other

guidelines are 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 so they can maintain their daily work routine. The academic calendar also gives an outline of the various academic and cultural activities that are carried out at the institution. The 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 create a better academic environment. The college conducts offline internal, project, and practical examinations with respect to the university guidelines. These examinations are conducted and evaluated as per the calendar of events. The tentative month of the internal examination is prepared by the IQAC, and the date of the internal examination is fixed by the responsible department, and it is published on 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 presentations by students.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://dbndsm.edu.in/Pdf/Academic-calendar/Academic_Calendar_2022-23.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

A. All of the above

process of the affiliating University	
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File
1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
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)	
17	
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	
671	

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

671

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

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

The course curriculum consists of several courses that integrate cross-cutting issues relevant to professional ethics, gender, human values, the environment, and sustainability. In the curriculum, the affiliated university prescribed Environmental Studies as a compulsory paper for first-semester students. The Departments of Botany, Zoology, Chemistry, Nutrition, and Geography offer courses that cover numerous environmental aspects such as habitats, energy flow in ecosystems, interactions between communities, the exclusion of niches and the consequences of changing environments on biodiversity, conservation and sustainable development, agricultural environment aspects, climate change, environmental health, communicable and non-communicable diseases, algae and bacteria in the environment, immunization programs, public health, epidemiology, and common nutrient deficiency diseases, pollution, polluting agents, and sustainable development. Departments of Bengali, English, Economics, History, Sanskrit, Philosophy, and Political Science offer courses that inculcate 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 of professional ethics, the concept of equality and fraternity, the 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 an enhanced understanding of human existence.

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

28

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

821

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

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above
File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
2107	
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

388

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

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, quiz for 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 2022-2023, 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
1998	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://dbndsm.edu.in/Laboratories.aspx

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://dbndsm.edu.in/Ict-enabled-classroom.aspx

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	View File
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

79

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

28

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

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

2.4.3.1 - Total experience of full-time teachers

79

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

2.5 - Evaluation Process and Reforms

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

Internal 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	View File
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	View File
Paste link for Additional information	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpdjI6ImFwVE9mT2pWVGFpZGVYdEk5O0w0OFE9PSIsInZhbHVlIjoic0dNTDhieDQvTmJQTWFDNnhwVjBWRHV6RFI1R1lvTnluVExWRk9PULBVeG9CM1BGRE94V2klL0drSGJVSUlweiIsIm1hYyI6IjNlOGQ5MmYzMzkYzZmO4N2M0OTQ2OGM1MDlmMzNiZTQ2ODdlZWFKNDZiYzIyMTliYmM4NTA1ZjM4NzNmYjQ2NTMiLCJ0YWciOiIiIifQ==
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The 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	Nil

2.6.3 - Pass percentage of Students during the year

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

323

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://dbndsm.edu.in/Pdf/IOAC/Feedback/Student/Students_Satisfaction_survey_Report_2022-23.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)

2.00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
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**

1

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	View File
Paste link to funding agency website	https://www.nujs.edu/ https://icssr.org/

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**

3

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

3.2 - Research Publications and Awards

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

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

7

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

5

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

A tree plantation program was implemented during the observation of Youth weekon and from January, 12th -19th, 2023

in the college campus and in the neighborhood of the campus as sensitizing students to social issues. Under a seven days special camp students visited our adopted village and interacted with the villagers. A health check facility was provided to the villagers at the primary level. Some pens, notebooks, colours were distributed to the village children during the said program. Some plants were distributed to the villagers for plantation on this occasion. The camp was under National service scheme on and from 23-3-2023 to 29-3-2023. In both the programmes college students participated in the activities with keen interest, and made the programmes fruitful.

File Description	Documents
Paste link for additional information	https://dbndsm.edu.in/IQAC/AQAR-document/1532353.3.1.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

0

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

7

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

458

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

5

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

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

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

21

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 2022-23 was 2107. 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 19119 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/2022-2023-4.1.1.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://dbndsm.edu.in/Play-ground.aspx

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://dbndsm.edu.in/Ict-enabled-classroom.aspx
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)

3.22827

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

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

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

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)**

0.09607

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

23

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 computer Addition Discarded Bandwidth 2017-2018 83
 10 2018-2019 112 29 - 20 2019-2020 112 - - 30 2020-2021 105 5
 12 30-80 2021-2022 90 - 15 30-80 2022-2023 92 3 1 30-80

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.dbndsm.edu.in/images/uploads/2022-2023_4.3.1.pdf

4.3.2 - Number of Computers

92

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)**

1.66693

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

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

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

1954

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

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

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

206

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

D. 1 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

330

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

330

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

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

A. All of the above

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

26

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**

55

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**

3

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.**

25

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

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

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

32

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Dr. B.N. Dutta Smriti Mahavidyalaya was established in 1996 with 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://dbndsm.edu.in/Mission-and-vision.aspx
Upload any additional information	View File

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

The institute gives emphasis on functional and delegatory autonomy to all the functionaries in the institute in order to fulfil the mission and vision of the institute by decentralizing the governance system and by ensuring the participation of all the teaching and non-teaching staff and students. The following units are active in this regard:

Governing Body,

Teachers' Council,

Purchase Committee

Finance Committee

Building Committee

RUSA committee

IQAC

Internal Complaints Committee

Library Committee

Research Committee

Three representatives in Governing Body

Co-ordinator, IQAC

Bursar

Secretary, Teachers' Council: Elected by the members of the Teachers' Council. He is to advise the Principal as decided by the council and ensures the participation of all members in academic matters

Assistant Secretary, Teachers' Council: Elected by the members of the Teachers' Council. He is to assist the T.C.S. and act as T.C.S. in his absence.

Public Information Officer: Handles and responds to all RTI on behalf of the college.

Nodal Officer

Presiding Officer, Internal Complaints Committee: Addresses the cases of sexual harassment at workplace and give justice to the victims.

Students also participate in the management of college as Class Representatives.

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 organizational 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/Administrative-structure.aspx
Upload any additional information	View File

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

A. All of the above

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

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-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 time teachers.

File Description	Documents
Paste link for additional information	https://dbndsm.edu.in/IQAC/AQAR-document/157296.3.1.pdf
Upload any additional information	View File

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

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

0

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

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

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

1

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

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

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

6

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. Promotion of nonteaching staff is followed as per the West Bengal Service Rules. Principal follows the administrative calendar in order to have appraisal of their functioning. During the academic session 2022-2023, the files of a number of 01 teaching-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 2022-2023 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	View File

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

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

0.345

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

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

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, computer 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

IQAC has made following significant contributions for institutionalising the quality assurance strategies and process:

1. Introduced new Add-on courses
2. Celebrated 'Vana Mahotsav' by planting saplings to maintain green campus
3. Organised CBCS orientation programme and program on professional ethics for semester - I students
4. Organised national / international level seminars, workshops

5. Initiated Gender audit and Gender action Plan
6. Initiated regular class test/ internal assessment in each semester.
7. Started at least two parent-teachers meeting in each semester;
8. Organised Blood donation camp in order to grow sense of morality, ethics and awareness among the stakeholders of the college.
9. Observed World Yoga Day, Horror of Partition Day, Ajadi-ka-Amrit-Mahotsav, Har Ghar Tiranga, Birthday celebration of Ishwar Chandra Vidyasagar, Sangbidhan Divas, Youth Day, Republic Day, National Girls' Child Day, International Mother Language Day, Hool Divas, Birthday Celebration of Rabindranath Tagore, Aids Day,
10. Organised training Programme on e-filing of Income Tax,
11. Organised programme on development sense of ethics, Code of Conduct and Zero tolerance policy of the college.

File Description	Documents
Paste link for additional information	https://dbndsm.edu.in/Iqac-meeting-resolution.aspx
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 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;

File Description	Documents
Paste link for additional information	https://dbndsm.edu.in/Iqac-meeting-resolution.aspx
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://dbndsm.edu.in/Pdf/Publication/Annual-report/Annual_report_2022-23.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution upholds gender equity in truest of its terms. Gender related programs are carried out throughout the year in both curricular and co-curricular aspects. Besides classroom teaching, like previous years following programs have been carried out this year:

1. Induction and the Orientation Programme has been organised for the semester 1 students to promote gender sensitization. Internal expert and IQAC coordinator Dr. Nirmala Rajak laid emphasis on Code of Ethics, importance of Harassment free environment and Gender Equity.
2. One-Day talk on the topic Gender Sensitization: Sexuality and Taboo has been organized by IQAC on February 6, 2023. Internal expert Smt. Nityapriya Shome Choudhury delivered a talk on the issues of gender, sexuality, trans-sexuality and different taboo in the society that pivots on the gender.
3. Awareness camp on the topic Cervical Cancer: Early Detection, Screening and Prevention has been organized on March 4, 2023. Dr. Nasima Khondokar renowned Gynecologist delivered a lecture on the causes, symptoms of cervical cancer and ways to prevent and deal with it.
4. Complete disbursement of scholarships to Girl Students

(Kanyashree) offered by The State Government of West Bengal. Twenty seven girl students have received the scholarship for higher education.

5. Gender Audit has been done in this academic session.

File Description	Documents
Annual gender sensitization action plan	https://dbndsm.edu.in/IQAC/AQAR-document/134567.1.1%20Gender%20Plan.pdf
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://dbndsm.edu.in/IQAC/AQAR-document/1945377.1.1.%20Facilities%20for%20Women.pdf

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

B. Any 3 of the above

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

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

The college can boast of its lush green campus hosting some unique indigenous trees. However the regular human activities produce wastes which addressed appropriately to maintain and sustain the panorama of the institution.

1. Primarily there is a regular practice of separating solid waste in the form of non-biodegradable solid waste and biodegradable solid waste. Biodegradable solid wastes are

managed through dumping in concrete containers and allowed to rot for a period of time to make biocompost. These not only help to reduce the solid burden of the institute but also manage wastethrough scientific manner. Non-degradable wastes are often carried out into a distant place away from the permanent habitations.

2. E-waste, which is generated generally goes to the seller through bulk sale procedure.

3. Chemical wastes and other Laboratory liquid wastes are neutralized with water. Waste water coming from different cleaning activities, Urinals and bathrooms are drained into Soak pits

4. As we are belonging to the category of general degree college, there is negligible discharge of hazardous chemical, radioactive waste, biomedical waste. So, management of these materials is beyond our scope.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://dbndsm.edu.in/IQAC/AQAR-document/1345247.1.3.%20Solid%20Waste.pdf
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 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: 1.Restricted entry of automobiles 2.Use of Bicycles/ Battery powered vehicles 3.Pedestrian Friendly pathways 4.Ban on use of Plastic 5.landscaping with trees and plants	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	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	
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
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	C. Any 2 of the above

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

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 follows a policy of inclusiveness striving at the eradication of discrimination of all sorts fostering tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Different programs have been organized throughout the academic session 2022-23 to this end. Hool Divas the auspicious occasion of the Santhal rebellion against the British has been observed with due honour on June 30, 2022. Like all educational institutes, Vani Vandana has been performed by students, teachers and non-teaching staff on January 26, 2023. But the institution shows remarkable inclusiveness and harmony when students, teachers, non-teaching staff and even local villagers come together for Post-Puja Refreshments. The College Annual Social organized on February 6 & 7 is not only an occasion of merriment but is also an event when students of different departments reach out to all stake holders of the college and the local community as well with their Educational Stalls. International Mother's Language Day or Bhasha Diwas has been organized on February 21 to pay respect to the martyrs of Bhasha Andolon. Vasanta Utsav has been organized on March 6 to spread the message of cultural unity with the warmth of colours.

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

The institution is active in the task of sensitizing its stake holders regarding constitutional obligations, its values and rights, duties and responsibilities of citizens. Different programs have been organized throughout the academic session 2022-23 to this end. The year 2022 marks the completion of 75 years of Indian independence. The horrors of partition have been commemorated with due honour on the eve of Independence Day as Partition Horrors Remembrance Day. A workshop on Manuscript Conservation was organized on September 29 to spread the message of preserving manuscripts as a valuable repository of knowledge. Students were made aware of the importance of Indian constitution by celebrating the Constitution Day in the campus. The Birth Anniversary of Netaji Subhas Chandra Bose has been observed with due honour. Two days program has been organized to pay homage to Swami Vivekananda. On January 18, 2023 Students, teachers and non-teaching staff showed their respect and on January 19 a Seminar has been organized where Swami Ajnanananda illuminated the ethos of Swamiji.

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

A. All of the above

Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

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

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

Different National and International Commemorative Days are celebrated in the campus with due respect. The academic session started with the celebration of International yoga day on June 30. The year 2022 marked the completion of 75years of Independence. The college observed Har Ghar Tiranga to mark this auspicious occassion.22 se Shrabon:the Death Anniversary of Kabiguru Rabindranath Tagore was commemorated on August 23. The birth anniversary of Dr.Sarvapalli Radhakrishnan was observed as the joyous occassion of Teachers' day on september 5. Tribute was paid to the Renaissance Saint, Educationist and social reformer Pandit Iswar Chandra Vidyasagaron his birth anniversary on September 26.Agamoni: Prelude to Durga Puja Festival was organised on September 29 before the college closed down for puja festivities. Republic day was observed with due honour in th ecollege campus. and the session ended with the celebration of the birth Anniversary ofGurudev Rabindranath Tagore as 25she Baishakh He Nutan on May 13

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

7.2 - Best Practices

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

Best Practice - 1: Jemon Khela Temni Je Kaaj: Community engagement through Sports

The Context:The playground of Dr. Bhupendra Nath Dutta Smriti Mahavidyalaya attracts children from local as well as distant areas to play especially in the afternoon. **Practice:** The institution has extended its sportsman expertise to the local students to nurture their talents. **Objective:** Identifying and Nurturing of the talent of sports among school children. The evidence of success is evident in the fact that nearly thirty students, among those who have taken training have chosen sports as their future career.

Best Practice - 2 : Shyamala Sundara Vasundhara: Endorsing Environmentally Sustainable Campus
The Context: Injudicious exploitation of natural resources have ripped apart the "vasundhara". The need to rejuvenate mother earth is the need of the hour for human existence. **Objective:**To preserve indigenous and medicinal plants promoting Green Campus and To cultivate alternative sources of energy. The most evident success is the beautiful lush green pollution free campus which is a feat to the eye. The college also treasures few indigenous plants in the campus Palash, Krishnachura, Mahogany, Jarul. The setting up of solar panels have helped a reduced the costs of electrical consumption

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

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 backward ones, which ironically forms the majority. The college stands unique for its beautiful green campus flattered with lush green ambience sprawling over an area of 7.29 acres of land. In the span of 27 years, the institution has succeeded in attracting students from the local town and adjacent blocks moving beyond its domain of eleven feeder schools bringing a significant section of the backward classes within the domain of higher education. Special acclaim may be given to the achievement of students in Sports. Students have excelled in diverse sports events like Football, Kho-Kho(women's team university champion), Yoga, Handball and Athletics (20 individual medals) with Football remaining as the crown as the college boys were the National Champions (Reliance Cup) in the session 2019-2022. The College football team is the current Champion at university, District and State level tournaments. Accolade have come in three new sports like Basket Ball (men's team are university champions), Hapkito and TAEKWONDO.

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

7.3.2 - Plan of action for the next academic year

The following are the plan of action for the academic year 2023-24:

1. Initiation of different programmes to inculcate value system among students;
2. Making arrangements to combat the global challenges;
3. Maintenance of the existing greenery for the sustainability of the campus;
4. Development of the existing Basketball Court, Badminton Court

and football ground;

5. Dredging of the pond inside the college;

6. Beautification of the campus through pot-planting activities;

7. Construction of new classrooms;

8. Introduction of Vocational Courses;

9. Re-introduction of the Medicinal Plant Garden;

10. Intiation of the Digital Notice Board;

12. Installation of the digital Weather Display Board;