

ANNUAL QUALITY ASSURANCE REPORT (AQAR) JULY, 2018 - JUNE, 2019

SUBMITTED TO



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

SUBMITTED BY

INTERNAL QUALITY ASSURANCE CELL (IQAC)

OF

**DR.KANAILAL BHATTACHARYYA COLLEGE
RAMRAJATALA, SANTRAGACHI
HOWRAH-711104**

The Annual Quality Assurance Report (AQAR) of the IQAC
(For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)*

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution **DR.KANAILAL BHATACHARYYA COLEGE**

- Name of the Head of the institution : **DR.KAUSTUBH LAHIRI**
- Designation: **PRINCIPAL**
- Does the institution function from own campus: **YES**
- Phone no./Alternate phone no.: **033 26272490**
- Mobile no.: **+91 9903389092**
- Registered e-mail: **klb.college@gmail.com**
- Alternate e-mail : **iqac.klbc@gmail.com**
- Address : **15, KONA ROAD, RAMRAJATALA, SANTRAGACHI, HOWRAH-4**
- City/Town : **HOWRAH**
- State/UT : **WEST BENGAL**
- Pin Code : **711104**

2. Institutional status:

- Affiliated / Constituent: **AFFILIATED**
- Type of Institution: **Co-education/Men/Women CO-EDUCATION**
- Location : **Rural/Semi-urban/Urban: URBAN**

- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing: UGC 2f and 12(B) (please specify)
- Name of the Affiliating University: **UNIVERSITY OF CALCUTTA**
- Name of the IQAC Co-ordinator : **DR.MANTU BISWAS**
- Phone no. : **+91 9051923727**

Alternate phone no.

- Mobile: +91 9830362966
- IQAC e-mail address: **iqac.klbc@gmail.com**
- Alternate Email address: **dr.mantu75@gmail.com**

3. Website address: www.drklbcollege.ac.in

Web-link of the AQAR: (Previous Academic Year): <http://drklbcollege.ac.in/wp-content/uploads/2019/01/AQAR-2017-2018-PDF.pdf>

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

4. Whether Academic Calendar prepared during the year?

(Yes/No) YES....., if yes, whether it is uploaded in the Institutional website:

Weblink: <http://drklbcollege.ac.in/wp-content/uploads/2019/08/A.Calender-18-19.pdf>

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	C++	67.70	2004	from:2004 to: 02/05/2009
2 nd	C	1.91	2009	from:2009 to: 29/09/2015
3 rd	B	2.01	2014	from:2015 to: 02/03/2020
4 th				from: to:
5 th				from: to:

6. Date of Establishment of IQAC: DD/MM/YYYY: **10/06/2004**

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
Four IQAC meetings have been conducted from 1 st July, 2018 to 30 th June 2019. Meeting I	1.05.10.2018 Time : 2 PM to 5 PM	Participants : Students, Faculties, Non Teaching Staff and Community Representatives and Professional Personalities of required spheres to be depicted as required.

Agenda : A. To discuss reorientation of institutional functions in order to get equipped for ensuing NAAC Visit with particular emphasis on the proactive role of IQAC to acquaint all the faculties and non teaching staff and student Representatives on aforementioned prerequisites. Agenda B. To discern the scope of establishing Institution Professional domain linkage and for the purpose Career Counselling Event Organization and Placement Cell is being ratified with Dr. Sampa Ray Bagchi Member, IQAC as its Coordinator.		Beneficiaries : Faculties and Non teaching Staff of the College outside the domain of IQAC by getting acquainted to new NAAC qualitative prerequisites. Students: A. Online Browsing Scope for Library Resources. By installing KOHA software in College Library Management System in adherence to new NAAC Guideline. B. Institutional Information Dissemination Through upgraded College WEBSITE turning it Mobile Savvy by precise and time bound uploading of Notices and Information both for Students consonance with UGC Stipulations Professional Orientation C. To introduce Professional Taxation Course for Commerce and Humanities students with particular emphasis on GST portfolio. D. To acquaint the students of Bio Science Stream with occupational opportunities appropriate initiative would be endeavoured under Career Counselling and Placement Cell. Beneficiary Domain: Students and Community: Health Advisory To address Clinical Interest of Students suggestion being put forwarded in the meeting that Thalassemia Awareness detection process also to be included to uphold therapeutic purpose of students. Students Only. Professional Skill Cultivation :Consequent upon discussion with multiple professional organisation the College has zeroed upon the Tally Academy for GST oriented Skill
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Meeting No. 2 Agenda :1. Ratification of the finalized AQAR 2017 – 18. Agenda:2 Proposal for a Community and Students awareness drive on Ecological Resources of Rural Bengal and their utility for Livelihood regeneration. Agenda : 3 : Thalassemia Awareness and Screening programme for College Students as majority of them hails from Households with depressed Financial constrictions in association with School of Tropical Medicine, Department of Health, Government of West Bengal under the overall supervision of Professor (Dr.) Nimai Bhattacharyya, Eminent Physician and Research Personality with International Reputation. 4. Agenda : 4 : Anti Tobacco Campaign among Students. 5. Agenda : 5 : Disbursement of Endowments to Rank holding College Students.	Date : 17/12/2018 Time : 1 PM to 5 PM	Proficiency Course. For Bio Science students Laboratory Visit at TCG Life Sciences at Salt Lake, has been initiated by Career Counselling and Placement Cell. Beneficiary Domain: Students & Community. Dr. Kanailal Bhattacharyya Memorial Lecture & Interactive Session titled ‘ Aquatic Bioresources: Utilization of Diversified Species and Products in strengthening Rural Development.’ Date : 15/02/2019 Participant : Dr. Pratap Mukhopadhyay, Emeritus Scientist CIFA as Chairperson, Faculties, Students and Community Invitees. Beneficiary Domain: Girl Students and Female Employee of the College. Restoration of ICC is oriented towards grievance redress of Girl Students and women employee. Professor Sipra Ganguly Member, IQAC has been selected as Convener, ICC. Exclusively for Girl Students: Approach: Leisure & Recreational Facility Expansion. Girls Common Room is being attached with exclusive toilet facility, ventilation system, provision of potable purified drinking water facility and indoor gaming items. Beneficiary Domain : All Students Programme : Thalassemia Awareness & Screening Programme Coupled with Endowment Programme. Date : 06/03/2019 Participants : Dr. Nimai Bhattacharyya, Globally Eminent Scientist as Chairperson.
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Meeting No : 3 Agenda : 1. Reconstitution of Alumni Association and Renewal of Registration. 2. Restoration of ICC in accordance to UGC Guideline. 3. Reorganization of Library Committee to implement the resolutions adopted in the previous IQAC meeting. 4. Reconstruction of Girls' Common Room with exclusive access to toilet. 5. Expansion of installed CCTV coverage. 6. Departmental Seminars on existing curricular components in order to facilitate learning by the students by eminent teachers. 7. Community health check up by renowned Medical Practitioners. 8. Introduction of Basic Computer literacy Course in association with WEBEL under the subsidized educational skill development programme of	19/03/2019 Time 1 PM 5 PM	Clinical Technologists from School of Tropical Medicine for Detection Purpose, Dr. Prithwis Kumar Roy, Member IQAC, Smt. Nandita Kundu, Headmistress, Bhanumati Girls High School in the vicinity of the college along with Students of the College. Beneficiary Domain : Students and Community Youths and growing Ups. Anti Tobacco Awareness Programme. <u>Date : 08/03/2019.</u> In Collaboration with Department of Health, Government of West Bengal. Interactive Session with Audio Visual Communication. Participants : Chief Medical Officer of Howrah, Paramedics of the Office, Students and local community Members. Alumni Students Interface Platform : Resolve that in order to ensure proper participation by dedicated alumni by organizing events for the existing students and also to communicate to them about the prospect of professional scopes pursued by them multiple interactive exchange programme would be organized. Beneficiary Domain: Girl Students and Female Employee of the College. ICC is being restored in consonance with previous oriented towards grievance redress of Girl Students and women employee. Professor Sipra Ganguly Member, IQAC has been selected as Convener, ICC. Exclusively for Girl Students: Approach: Leisure & Recreational Facility Expansion. Girls Common Room is being attached with exclusive toilet
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		Participants : In gracious cooperation with Eminent Medical Practitioners: 1. Dr. Sanchari Dutta – Gynecologist 2. Dr. Partha Pratim Pal – Cardiologists 3. Dr. Debjani Bhattacharyya –Endocrinologist Total No. of Students & Staff and Teachers benefited : 160 ; Community Members : 40. Beneficiary Domain : Students and Faculties by symbiotic acquaintance on acquired knowledge. Department of Education; Date : 27/06/2019 For Semester II & Part III Students : Educational Philosophy & Psychology. Beneficiary Domain : Students Objective : Pursuit of Healthy Life Programme : Drug & AIDS Awareness for all the Students Organized by NSS in collaboration with VVM Drug De addiction Research Centre: Date 28/06/2019. Beneficiary Domain : Community Professional Electricians, Non Teaching Staff and Faculties as also Students of the College. Electrical Safety Awareness Workshop in Collaboration with The Calcutta Electrical Supply Corporation. Date : 29/06/2019
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		Beneficiary Domain : Community Slum Dwellers. Programme : Vernacular Elementary Text Book distribution. Place : Ward No. 39, Shibpur Howrah Municipal Corporation. Total No. of Child beneficiaries : 50 Participant : NSS Unit of Dr. Kanailal Bhattacharyya College along with Community Members. Signature of MOU. Beneficiary Domain : Students 1. With WEBEL TECHNOLOGY LIMITED Date : 27/05/2019 For the purpose of providing the Course ' Diploma in Computer Education' for all students at an extremely subsidized provision under the Scheme launched by Government of West Bengal. 2. Signature of MOU with Harijan Sevak Sangha for the submission of Application for BVoc_Programme of UGC on Date : 22/06/2019 Beneficiary Domain : Institution; A proposal of Academic and Administrative Audit would be submitted to West Bengal Council of Higher Education.
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Note: Some Quality Assurance initiatives of the institution are:

(Indicative list)

- Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements
- Academic Administrative Audit (AAA) conducted and its follow up action
- Participation in NIRF
- ISO Certification
- NBA etc.
- Any other Quality Audit

8. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
Dr. Kanailal Bhattacharyya College	RUSA Infrastructure Up gradation.	MHRD	2018	72,91,667/-
Do	Special Assistance Grant.	Department of Higher Education, Government of West Bengal	2018	10,00,000/-

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: YES

*upload latest notification of formation of IQAC

10. No. of IQAC meetings held during the year: 04

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website.....

Yes/No

(Please upload, minutes of meetings and action taken report)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? Yes No ✓

If yes, mention the amount:

Year:

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

- * Ensuring Subsidized Basic Computer knowledge for all College Students
- * Approval from UGC to introduce BVoc_Degree_Programme
- * Faculty Exchange Programme with neighbouring Colleges and USEIF.
- * Consistent collateral Outreach programme of skill enhancement for Community and Students in collaboration with Corporate Sector and Established Concerns.

* Raising of Eight Digital Class Rooms, One Virtual Class Rooms and Fully Computerized internet enabled GIS & Remote Sensing Laboratory consequent upon attachment of 13 new desktops and upgradation of Bio Science Laboratories.

13. 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
ICT enabled dissemination of Institutional and Extra Institutional relevant information to students, Faculties, Non Teaching Staff, Alumni and for Community outreach	College website up gradation by configuring the WEBSITE as mobile savvy. Important Notification Attributes. For Students : E prospectus, E Routine; College Programme Schedule; NSS Activities ; Notification on Career oriented programmes and placement scopes for students. For Faculties : Faculty Exchange Programme For Community : Outreach Programmes.
Strategic Introduction of UG courses as an affiliating college under University of Calcutta	Journalism & Mass Communication and Food & Nutrition have been introduced deemed with comparative professional leverage.
Introduce Professional Courses for Skill Equipped Start Up capability and Self Employment.	1. Awarded B Voc_ Degree Programme by UGC Specialization Beauty Therapy & Aesthetics. 2. Introduced Professional Taxation Course with Tally Academy with particular emphasis on GST. 3. Introduced Diploma in Computer Application in Collaboration with WEBEL TECHNOLOGIES LIMITED for all Students at an extremely subsidized provision
Expansion of NSS activities	1. Introduction of Sanitary Napkins Vending Machines 2. Herbal Sapling plantation in the College Premise.

	- Planting of Trees in Neighboring Circle. - Mass Awareness Programme on basic hygiene for local community - Water Conservation
ICT enabled knowledge dissemination process enhancement And Institutional Management System.	- Eight Internet enabled Digital Classroom - Six new Desktops to for Different Departments. - Thirteen New Desktops attached with GIS software and being hosted at Remote Sensing and GIS Laboratory. - Ten new Desktop have been provided to Office and Library in order to make Institutional system compatible with University of Calcutta introduced Online Admission and Registration System.
Up Gradation of Language Laboratory	Possibilities are being examined in the functional perspective financial affordability of Students and also considering the submission of proposal to University of Calcutta for affiliation of Communicative English (Major) Course.
Establishment of Grievance Redress mechanism in adherence to UGC Guideline.	There is a grievance redress cell with manual submission of complain facility.
Establishment of Grievance Gender specified Redress mechanism in adherence to UGC Guideline.	Restoration of ICC is being accomplished with Professor Sipra Ganguly Member IQAC as its Coordinator
Renewal of Alumni Association	Reconstituted the Executive Council of the Alumni Association and renewed the registration.
Faculty Exchange Programme.	- With Bijoy Krishna Girls College Date 13/03/2019 for the Subjects Political Science and Education. - With Prabhu Jagatbandhu College Date 13/03/2019 for the Subjects Geography, Education and Philosophy.
Faculty & Students Exchange Programme	Date 11/04/2019 Subject : Geography With Prabhu Jagat Bandhu College Topic : Basic Concepts of Surveying and Survey Equipments: Laser Distance Meter: Geography Honours; Semester I No of Students Participants from Prabhu Jagat Nandhu college : 35 : No. of faculties : 03

	No of students from D. Kanailal Bhattacharyya College : 11 : No. of faculties : 04 Venue : Smart Class Room, Main Building, Dr. Kanailal Bhattacharyya College.
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14. Whether the AQAR was placed before statutory body? Yes /No: YES

Name of the Statutory body: Governing Body Date of meeting(s): 02/05/2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

Yes/No: NO

Date:

16. Whether institutional data submitted to AISHE: Yes/No: YES

Year: 2019

Date of Submission: 12th February, 2019

17. Does the Institution have Management Information System?

Yes ✓

If yes, give a brief description and a list of modules currently operational.

(Maximum 500 words)

Management Information System of Government aided affiliated College is being conducted in adherence to Statutory Provisions under University of Calcutta and relevant sequential Government Orders being issued for the aforementioned purpose.

System for Management of institutional information is being propelled through a tier oriented process:

1. Academic :

Step I : A committee comprised of HODs is being constituted to procure subject specified Departmental Information on the functional constraints and recommendations are prioritized in coherence with admissible Infrastructural and financial institutional capacity.

Step II : Streamlined Recommendations are being informed to the Members of Academic Sub Committee inclusive of all Full Time Teachers, Students' Representative and Non Teaching Staff Representatives of the College and after threadbare screening of received information in this multi dimensional platform coined recommendations as resolutions are being forwarded to the Governing Body the highest decision making authority.

Step III : Decision on the aforementioned information from Academic Sub Committee being tabled there as Agenda is being communicated to the concerned Head of the Departments and representative of Students' Union. Relevant segments of these decisions are also being exhibited through College WEBSITE for wider information dissemination.

2. Administrative : Regular interaction with Head Clerk, Accountant and Cashier enable the Principal Ex-officio D.D.O. to get acquainted on the information on functioning hurdles and to redress these constrictions appropriate proposal in consonance with institutional manpower, infra structure and financial affordability are being screened and being transmitted to Governing Body by specific agenda based information.

Part-B

CRITERION I – CURRICULAR ASPECTS				
1.1 Curriculum Planning and Implementation				
1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words				
While revision and upgradation of the syllabus is done at the University level, the college is currently having the following mechanism for effective, documented curriculum delivery- 1. At the beginning of an academic session, departmental meeting are held in every department in which the topics in the syllabus are distributed among the teachers after discussion with them. 2. College administration provides a well-constructed weekly routine /schedule/time table for each year/semester. 3. The convener of the Routine sub-committee in association with the departmental Heads prepares the routine which is duly approved by the Principal. 4. Number of classes for each topic is decided according to the syllabus and credits assigned to each topic/group/paper etc. 5. Classes are held according to the schedule under the supervision of college administration. 6. Various classroom teaching methods based on various needs of different subjects are regularly used for the effective delivery of the curriculum such as – a. Chalk and Blackboard method b. ICT enabled teaching-learning method c. Use of scientific models and charts for effective lecture delivery in Science and Geography departments. d. Distribution of class notes by teachers e. Group discussion amongst the students during the class f. Proper and adequate instrumentation facility is given to the students for their practical classes. g. Need based survey programmes, field works, and educational excursion are carried by the departments. h. Project work, dissertation are conducted for fulfilment of their degrees. i. Seminars and special talks are also arranged for advance studies. j. Faculty Exchange programme is also done with neighbouring colleges to benefit the students.				
1.1.2 Certificate/ Diploma Courses introduced during the Academic year				
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
Certificate on Tally. ERP 9	Interior Decoration	Certificate Course on Tally.ERP 9 Duration : Six Months Interior Decoration: Diploma : 2years Advanced Diploma : 3 years.	Certificate on Tally incorporates GST based E-filing & recording . Diploma on Interior Decoration absorbed by concerned interior decoration Company And good opportunity by	Tally Software Skill with GST Portal. Post building construction for domestic and

			entrepreneurship development.	commercial purposes	
1.2 Academic Flexibility As applicable under the provisions of Government Orders issued by Department of Higher Education Government of West Bengal coupled with Statutory Stipulations of the University of Calcutta.					
1.2.1 New programmes/courses introduced during the Academic year :NIL					
Programme with Code	Date of Introduction	Course with Code	Date of Introduction		
1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.					
Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
As an affiliated to University of Calcutta the College does not have autonomy to introduce new programmes without approval from the University. As per university guidelines, CBCS have been introduced from July 2018 vide order No					
Already adopted (mention the year) N.A.					
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year					
	Certificate		Diploma Courses		
No of Students					
1.3 Curriculum Enrichment N.A.					
1.3.1 Value-added courses imparting transferable and life skills offered during the year					
Value added courses		Date of introduction		Number of students enrolled	
Value Education Classes		1 st July, 2018		All Students	
1.3.2 Field Projects / Internships under taken during the year					
Project/Programme Title			No. of students enrolled for Field Projects / Internships		
Department of Geography: • Household survey at Phuleswar, Howrah, West Bengal. Date: 22/01/2019.			07 (B.A. Part-2 General)		
• Bio register at Botanical Garden, Howrah, West Bengal, Date: 14/03/2019			10 (Semester-1)		
Department of Zoology: • Chandipur, Orrisa, West Bengal. Date: 25/12/2018 to 28/12/2018			19		

Zoological Garden, Kolkata. Date: 05/02/2019				
Department of Botany:				
1. Collection of Algae, Abada Station Area, Howrah, West Bengal. Date: 28/09/2018			09 (Sem-1)	
2. Medicinal Plant Study at Agriculture Society of India Date: 12/02/2019			56 (B.Sc. 3 rd Year General)	
3. Plant Diversity Study at Mangrove area, Bakkhali, South 24 Parganas, West Bengal Date: 7 th to 9 th March, 2019			03 (2 nd year Honours)	
1.4 Feedback System				
1.4.1 Whether structured feedback received from all the stakeholders.				
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	No	No	Yes	No
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)				
The students are given their feedback based on a questionnaire. These observations statistically analyzed and notified to the teachers. The different areas where improvements are required are discussed in respective committees. The proposals given by different committees and Head Departments are discussed in the Governing Body of the college for necessary action and implementation.				
A self-appraisal is prepared by each teacher which gives a clear insight in to the programs undertaken by different Departments for improvement of students' all around development.				
CRITERION II -TEACHING-LEARNING AND EVALUATION				
2.1 Student Enrolment and Profile				
2.1. 1 Demand Ratio during the year				
Name of the Programme	Number of seats available	Number of applications received		Students Enrolled
1.UG Honours Science	1. 54	1. 513		1. 31
2.UG Honours Humanities & Social Sciences	2. 366	2. 1910		2. 271
3.UG Honours Commerce	3. 90	3. 424		3. 63
4.UG General Science	4. 40	4. 191		4. 20
5.UG General Humanities & Social Science	5. 300	5. 1315		5. 289
6.UG General Commerce	6. 100	6. 373		6. 90
2.2 Catering to Student Diversity				

2.2.1. Student - Full time teacher ratio (current year data)					
Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018 -19	764		19		
2.3 Teaching - Learning Process					
2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)					
Number of teachers on roll	Number of teachers using ICT (<i>LMS, e-Resources</i>)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
Full Time Teachers: 19 Part Time Teachers : 12 Guest Lecturers : 17	All Full Time Teachers and Several Part Time And Guest Lecturers	Smart Class Rooms, Virtual Class Room and Provision of Laptops for Teachers.	08 : Smart Class Rooms +01 Virtual Class room	08	GIS Software Q GIS + Tally
2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)					
Number of students enrolled in the institution		Number of fulltime teachers		Mentor: Mentee Ratio	
1921 [SEM I +Part II + Part III]		19		1:101 only with Full Time Teachers. 1: 62 inclusive of Full Time Teachers & Govt. Approved Part Time Teachers.	

2.4 Teacher Profile and Quality				
2.4.1 Number of full time teachers appointed during the year: NIL				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
2.4.2 Honours and recognitions received by teachers: N.A				
(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)				
Year of award	Name of full time teachers receiving awards from state level, national level, international level		Designation	Name of the award, fellowship, received from Government or recognized bodies
2.5 Evaluation Process and Reforms				
2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year				
Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)				
Continuous evaluation is carried out throughout the year through regular test, projects, debates, seminars etc. Doubt clearing classes are done after completion of each topic by teachers of respective subjects. Mid-term tests and selection examinations are held to prepare the students for university examinations and corrected answer scripts are shown to the students for scrutiny Moreover the college has introduced new system of evaluation under CBCS from 2018 onwards. The university enables the students to apply for re-evaluation of university answer scripts as per applicable values.				
2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)				
The college prepares academic calendar in adherence to the university calendar through the prospectus at the beginning of the session and distributes it to the students, teaching and non-teaching staff of the college. The prospectus also contains the yearly schedule of the college holidays (National, State, Local and institutional), tentative schedule of college internal examination and evaluation methods. The tentative dates of activities of NSS, Career counselling and placement cell are also given in the prospectus. Achievements of students, college endowments and names of recipients of scholarships are also provided in the prospectus.				
2.6 Student Performance and Learning Outcomes				
2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution				

(to provide the weblink)

2.6.2 Pass percentage of students				
Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
	B.A. Hons.	138	122	88.40
	B.A. Gen.	190	162	85.26
	B.Sc. Hons	21	19	90.47
	B.Sc.Gen.	57	55	96.49
	B.Com. Hons.	52	46	88.46
	B.Com gen	45	41	91.11

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink) <http://drklbcollege.ac.in/wp-content/uploads/2019/08/Student-Feedback-Form-Result.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION				
3.1 Resource Mobilization for Research; 2018-19: NIL				
3.1.1 Research funds sanctioned and received from various agencies, industry and other organisations				
Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University/ College				
Students Research Projects (other than compulsory by the College)				
International Projects				
Any other(Specify)				
Total				

3.2 Innovation Ecosystem: NIL				
3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year				
Title of Workshop/Seminar	Name of the Dept.		Date(s)	

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year: NIL				
Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year: NIL		
Incubation Centre	Name	Sponsored by

Name of the Start-up			Nature of Start-up			Date of commencement		
3.3 Research Publications and Awards: NIL								
3.3.1 Incentive to the teachers who receive recognition/awards								
State			National			International		
3.3.2 Ph. Ds awarded during the year (<i>applicable for PG College, Research Center</i>): N.A								
Name of the Department				No. of Ph. Ds Awarded				
3.3.3 Research Publications in the Journals notified on UGC website during the year								
	Department	No. of Publication			Average Impact Factor, if any			
National								
International								
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year								
Department				No. of publication				
Political Science				3				
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index : NIL								
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations		
3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science) : NIL								
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication		
3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :2018-19								
No. of Faculty		International level		National level		State level		Local level
Attended Seminars/ Workshops		1		4		4		3

Presented papers	1	1		
Resource Persons				
3.4 Extension Activities				
3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year				
Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities	Number of students participated in such activities	
1. Thalassemia Awareness& Screening Programme	NSS UNIT& IQAC in Association with School of Tropical Medicine	06	All Students	
Laboratory Visit	Career Counselling and Placement Cell in Association with TCG Life Science	04	09 Students	
Anti-Tobacco Awareness Programme	NSS UNIT & IQAC in collaboration with Department of Health, Govt. of West Bengal	06	All Students	
Health Check-up Camp	NSS UNIT	06	160 Teachers and Students 40 Community	
Drug & AIDS awareness programme	NSS UNIT in association with VVM Drug De addiction Research Centre	06	All Students	
Electrical Safety Awareness Workshop	NSS UNIT in Collaboration with The Calcutta Electric Supply Corporation	06	All Students	
3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year: NIL				
Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited	
3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year				
Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
Drug & AIDS awareness programme	NSS UNIT in association with VVM Drug De	Drug & AIDS awareness programme	06	All Students

	addiction Research Centre			
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3.5 Collaborations

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

Nature of Activity	Participant	Source of financial support	Duration

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant
MOU	Industry visit	TCG Life Sciences LTD(yearly Twice)	21.06.2019	10 students 4 Faculties

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

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
TCG Life Sciences LTD(yearly Twice)	21.06.2019	Industry visit and career orientation	10 students 4 Faculties
Harijan Sebak Sangha(An outfit of Bengal Chamber of Commerce and Industries)	22.06.019	ForB.Voc_programme of UGC(Beauty Therapy and Aesthetics)	50
iLEAD	25.06.2019(Initial)	For practical classes of Beauty Therapy and Aesthetics at their salon and parlour oriented laboratory along with training & placement & Professional courses on interior decoration and travel and tourism management.	50

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
75,000,00/-	73,71,082/-

4.1.2 Details of augmentation in infrastructure facilities during the year		
Facilities	Existing	Newly added
Campus area	3182sq mts	0
Class rooms	23	4
Laboratories	07	01
Seminar Halls	01	01
Classrooms with LCD facilities	08	
Classrooms with Wi-Fi/ LAN	30	05
Seminar halls with ICT facilities	01	
Video Centre		
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.		Scientific Equipments for Zoology, Botany, Physiology And Geography No. of Equipments 168
Value of the equipment purchased during the year (Rs. in Lakhs)		Rs.50,79,515/-
Others		Up Gradation of Seminar Hall Rs.12,12,152/-

4.2 Library as a Learning Resource

4.2.1 Library is automated {Integrated Library Management System -ILMS}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	7441	231924	552	743723	7993	3062937 /-
Reference Books	4891	1524429	575	773950	5466	2298379 /
e-Books						
Journals	649	19570	06	1030	655	20660
e-Journals						
Digital Database						
CD & Video	31	10,075				
Library automation	LIBWARE		KOHA	24,000/		
Weeding (Hard & Soft)						

Others (specify)						

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available bandwidth (MGBPS)	Others
Existing	61	02	03	03	01	17	05		39
Added	29	00		00	00	10	06		13
Total	90	02	03	03	01	27	11		52

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

.....30 MBPS /GBPS

4.3.3 Facility for e-content: N.A

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility

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

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e – content

4.4 Maintenance of Campus Infrastructure

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

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
12,33,200	11,62,687	930230	905424

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

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
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Financial support from institution	Birendranath Dhar Smriti Puraskar	1	Rs. 800
	Satyacharan Ghosh Srimati Nirmala Ghosh Smriti Puraskar	1	Rs. 800
	Prasanna Kumar Lahiri Baroda Kanta Sanyal Smriti Puraskar	1	Rs. 800
	Indrani Banejee Smriti Puraskar	1	Rs. 1600
	Dhananjay Manna Benevolent Puraskar	1	Rs.400
	Sarat Chandra Ghosh And Pannalal Ghosh Smriti Puraskar	1	Rs.400
	Sunil Kundu Smriti Puraskar	3	Rs.4020
	Apurba Kumar Das & Amrita Sarkar Benevolent Puraskar	2	Rs.2000
	Renuka Dhar Smriti Puraskar	1	Rs.400
	Bankim Chandra Das Smriti Puraskar	2	Rs.7000
	Bamdeb Samanta Benevolent Puraskar	1	Rs.200
	Pannalal Ghosh Smriti Puraskar	1	Rs.400
Financial support from other sources:			
a) National State level	a) Kanayshree b) SVSM (Swami Vivekananda Merit cum Means Scholarship) c) Post-Matric Scholarships for Minorities. d) i) Post-Matric Scholarship for SC & STs ii) Post-Matric Scholarship for OBC-B d) West Bengal Chief Minister's Relief Fund	173 50 49 23 08 23	Rs.43,25,000 Rs.6,00,000 per annum Rs.2,45,000 per annum Rs.2,07,000 per annum Rs.38,400 per annum Rs.2,30,000 per annum
b) International			
5.1.2 Number of capability enhancement and development schemes such as Soft skill development,			

Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,					
Name of the capability enhancement scheme		Date of implementation	Number of students enrolled	Agencies involved	
Soft Skill Development		09.03. 2019	22	Institute of Tally Learning	
Soft Skill Development		July, 2019	600	WEBEL Technology Limited	
Personal Counselling		28 th June, 2019	74	VVM Drug Research Centre	
5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year					
Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2018-19	Career Counselling		90		38
5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year					
Total grievances received		No. of grievances redressed		Average number of days for grievance redressal	
NIL		NIL		NIL	
5.2 Student Progression					
5.2.1 Details of campus placement during the year					
On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
ICICI Prudential Insurance Company	50	5	WBSSC	4	4
AK Home Solution	20	3	WBCSC	1	1
Cerograph	20	1			
Reliance Jio	60	29			
5.2.2 Student progression to higher education in percentage during the year					
Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
	6	UG	Political Science	C.U., VU(DDE)	PG
	8	UG	Education	C.U., RBU	PG

	15	UG	Bengali	CU, RBU, VU(DDE), NSOU(Open University)	PG
	4	UG	Zoology	CU	PG
	2	UG	Botany	VU(DDE), WB State University	PG
	2	UG	Physiology	CU	PG
	7	UG	History	CU, RBU, VU(DDE)	PG
	1	UG	Commerce	VU(DDE)	PG
	3	UG	English	VU(DDE)	PG
	1	UG	B.Sc.(Gen)	VU(DDE)	DCNM(PG)
	3	UG	Geography	CU, VU(DDE)	PG

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

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	3	1.Roll No. : WB0702501453 2.Roll No: 91013043 3.Roll No: 91011103
SET		
SLET		
GATE		
GMAT		
CAT		
GRE		
TOFEL		
Civil Services		
State Government Services		
Any Other		

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

Activity	Level	Participants
Annual Sports	Inter-College	All Students
Cultural Activities		
International Mother Language day	Inter-College	All Students
Rabindra Jayanti	Inter-College	All Students
Swami Vivekananda Birthday celebration.	Inter-College	All Students

Commemorate Netaji Subhas Chandra Bose Birthday(23 rd January)	Inter-College	All Students
Commemorate Republic day(26 th January)	Inter-College	All Students
Commemorate Independence day(15 th August)	Inter-College	All Students
Celebrate Saraswati Puja	Inter-College	All Students
Freshers' welcome	Inter-College	All Students
College Annual Social	Inter-College	All Students

5.3 Student Participation and Activities

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

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Duly elected Student council is operative in College. The General Secretary of the student council is the representative of the highest policy making body (GB) of the College and Academic sub –committee. They are also part of College Magazine (Korak) Committee. In addition student council is actively involved in Sports, Cultural activities of the college. Moreover they help financially backward students of the college. It works for the benefit of the student throughout the year pursues several activities within and outside the college campus like annual social, fresher's welcome, observation of the Teachers' Day, International Mother Language Day, Saraswati Puja, Rabindra Jayanti, Inter-College and Intra-College Football and Cricket Tournaments etc. They are very much enthusiastic in participating in on campus training and certificate courses offered by the college like Tally with GST, Diploma in Computer Application (WEBEL) and Blood Donation Camp along with NSS Unit, Thalassemia Awareness Programme and General Health Check-up Camp.

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

Dr. Kanailal Bhattacharyya College Alumni Association Registered Under The Society Registration Act vide Registration no dated This association has become an icon for nurturing not only good students but also good citizen. It gives all round support for the proper functioning of the college. Meeting of the Executive Council are held during the course of the year. They also participating Sports, Cultural Activities and Seminars organised by the College. It has become central point of connection for all the people associated with the college. It bridges the gap between the new and the old through annual reunions.

5.3.2 No. of ~~registered~~ enrolled Alumni: **350**

5.3.3 Alumni contribution during the year (in Rupees) : **NIL**

5.3.4 Meetings/activities organized by Alumni Association : **01**

CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

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

1. The Principal is the main administrator of the College supported by the highest policy making body (Governing Body).Principal is the DDO of the college. Formation of different statutory sub-

committees like Admission, Academic, IQAC, ICC comprising representatives from all stakeholders of the college for important administrative activities of the college. 2. The college authority also forms different sub-committees like routine, seminar, library, sports and cultural committee, career counseling and placement cell etc. under the supervision of IQAC comprising representatives of teachers and non-teaching staffs of the college for coordinating important academic activities.
6.1.2 Does the institution have a Management Information System (MIS)? Yes/No/Partial: YES
6.2 Strategy Development and Deployment
6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):
❖ Curriculum Development Inclusion of field work, industrial visit and educational excursion in Undergraduate levels. Complementing traditional written examination with project work and power point presentation as part of the evaluation system under CBCS.
❖ Teaching and Learning ➤ Emphasis on internet access for project work ➤ Presentation of learning by students through seminar, field work, industrial visit. ➤ Emphasis on lecture through power point presentation. ➤ Faculty Exchange programme with Bijoy Krishna Girls' College, Howrah and Prabhu Jagatbandhu college, Andul .Howrah(MOU signed on 13/03/2018)
❖ Examination and Evaluation Mid-term tests and selection examinations are held to prepare the students for university examinations and corrected answer scripts are shown to the students for scrutiny Under CBCS as per University calendar mid semesters for all UG courses are held around 3rd week of November comprising of internal and Tutorial examinations and end semesters are held in the 2nd week of December. The university enables the students to apply for re-evaluation of university answer scripts as per applicable rules.
❖ Research and Development • Inspire faculty members for research/publications in peer reviewed journal as well as participation and present papers in national/international seminars and book publication. • Constituted research committee to approve the UGC sponsored Major and Minor Project proposal of the faculty. • Motivates the faculty members and the students to organise various seminars and workshops at institutional levels. Department of Political science and History organised a one day symposium on 26.04.2019 and department of zoology organised a seminar on 27.04.2019
❖ Library, ICT and Physical Infrastructure / Instrumentation

• Provision of Wi-Fi facility in both campuses for use of the e-learning resources. • Use of broadband with 100mbps and also local internet service provider “MEGHWALA” to facilitate the research lab and centres along with the departments. • Separate internet connection in the library to access e-resources. • Construction of new classrooms for introducing UG courses in Journalism a Mass-Communication and food and Nutrition from 2019-20 session and proposed PG courses in Bengali and Geography.
❖ Human Resource Management • Motivating and facilitating the faculty members to participate in refresher, Orientation, short term and skill enhancement courses. • Arrangement of computer training programmes related to Tally and MS-office for Non-Teaching staff of the College. • Arrangement for training to DDO, one faculty and Accountant for smooth work of WBIFMS and PFMS. • Organisation of safety measures organised by CESC to adhere to in daily life and in work place for faculty, Non-teaching and students. • Self-appraisal of the teachers through maintenance of Academic diary. • Maintenance of Grievance Redressal cell, ICC as per UGC rules.
❖ Industry Interaction / Collaboration • Eminent industrialist Sankar Sanyal, Honorary Chairman of Bengal chamber of Commerce and Industries (Howrah Chapter) is a member of the IQAC as industrial representative. • Industry visit to TCG Life Sciences (MOU signed on 21.06.2019)
❖ Admission of Students • Online Admission including payment and verification of documents. Fully equipped online admission, e-payment, E-counselling from 2019 onwards. • Admission is made strictly on the basis of merit. • Strict observance of GOVT. Rules for Reserved categories.
6.2.2 : Implementation of e-governance in areas of operations:
❖ Planning and Development There is a building committee comprising members of the GB, an architect, civil engineer, to assist with the planning and execution of infrastructure and extension of College buildings under the guidance of Howrah Improvement Trust and Howrah Municipal Corporation.
Administration: 1. All information regarding College are regularly uploaded in the college website. Implemented SMS

system for dissemination of information including regular notice to the students.					
2. E-tendering process have been initiated for purchase as per West Bengal Financial Rule.					
3. Payments are made through PFMS in case of Central Government fund under MHRD.					
4. Salary disbursement through HRMS Portal under WBIFMS have also been implemented.					
5. Submission of retirement related documents trough e-pension portal					
❖ Finance and Accounts					
1. Computerised accounting system is fully functional.					
2. Audit have been done by the DPI (Govt. Of West Bengal, Higher education Department) nominated auditor.					
3. Budget is prepared in every financial year.					
4. All financial matters relating to planning and infrastructure is done under the guidance of Finance Committee.					
❖ Student Admission and Support					
1. Online admission including online payment, e- counselling have been established.					
2. Maintaining student database through tailor made software.					
3. All information regarding College are regularly uploaded in the college website.					
4. Implemented SMS system for dissemination of information including regular notice to the students.					
5. All financially weak students receive endowments, railway concession from the College.					
❖ Examination					
All examinations are pre-scheduled as per guidelines and academic calendar of University of Calcutta. Mid-term tests and selection examinations are held to prepare the students for university examinations and corrected answer scripts are shown to the students for scrutiny Under CBCS as per University calendar mid semesters for all UG courses are held around 3rd week of November comprising of internal and Tutorial examinations and end semesters are held in the 2nd week of December. The university enables the students to apply for re-evaluation of university answer scripts as per applicable rules.					
6.3 Faculty Empowerment Strategies NIL					
6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year					
Ye ar	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support	
6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year					
Year 2018-19	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
1.	Faculty Development	NIL	12.02.2019	All Faculties	NIL

for research and Scholarships by USEIF(United States Education Indian Foundation) 2. Departmental Seminars on existing curricular components in order to facilitate learning by the students by eminent teachers: a. Departments of Political Science and History- Title of the seminar “Contemporary Politics in India in 20 th Century : Issues and Challenges” Speakers: Prof. (Dr.) Sobhanlal Duttagupta, Shri Ashis Sarkar and Prof.(Dr.) Mahua Sarkar b. Department of Zoology. Topic : “Personalised Medicine and alarming foods” Speakers: Prof. Jayanta Kundu, Vidyasagar University and Prof. Sujoy Ghosh, University of Calcutta		26.04.2019 <
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6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment): NIL				
Teaching		Non-teaching		
Permanent	Fulltime	Permanent	Fulltime/temporary	
6.3.5 Welfare schemes for				
Teaching		Festival Advance		
Non teaching		Festival Advance		
Students		Endowment		
6.4 Financial Management and Resource Mobilization				
6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each) The college has a provision for both internal and external audit. The internal audit has been done on a continuous basis. Qualified auditor being engaged to check and verify the Receipts and Payment A/C, Income & Expenditure A/C and the Balance Sheets of the college every year. The internal auditor is appointed by the college authority from external sources. The external audit i.e. statutory audit done by the external auditor appointed by the Higher Education Department, Govt. West Bengal.				
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III) NIL				
Name of the non government funding agencies/ individuals		Funds/ Grants received in Rs.		Purpose
6.4.2 Total corpus fund generated : 2018-19. Rs. 5585514.82				
6.5 Internal Quality Assurance System				
6.5.1 Whether Academic and Administrative Audit (AAA) has been done?				
Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO		NO	
Administrative	YES	Higher education Dept. Govt. Of West Bengal	YES	Governing Body
6.5.2 Activities and support from the Parent – Teacher Association (at least three) We conduct Parent-Teacher Meeting for all the students to get parental feedback.				
6.5.3 Development programmes for support staff (at least three): NIL				
6.5.4 Post Accreditation initiative(s) (mention at least three) a. Smart class rooms have been introduced. b. Reprographic facilities have been established in the library. c. Job oriented computer course by WEBEL. d. Mentoring system has been introduced. e. Career counselling and placement cell have been established to ensure student participation in professional courses.				
6.5.5				

a. Submission of Data for AISHE portal : Yes , 12/02/2019 b. Participation in NIRF : No c. ISO Certification : No d. NBA or any other quality audit : No				
6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to-----)	Number of participants
2018	The IQAC have conducted meetings- 1. to discuss reorientation of institutional functions in order to get equipped for ensuing NAAC Visit with particular emphasis on the proactive role of IQAC to acquaint all the faculties and non-teaching staff and student Representatives on aforementioned prerequisites. 2.			

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES			
7.1 - Institutional Values and Social Responsibilities			
7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)			
Title of the programme	Period (from-to)	Participants	
		Female	Male
International Women's Day Celebration	08/03/2019 (10:00 A.M. TO 1:00 P.M)	57	40
7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: 1.Percentage of power requirement of the College met by the renewable energy sources 2.Feasibility Survey being conducted by West Bengal Electronics Industry Development corporation Limited , A Government of West Bengal Undertaking to install Solar Power driven Electricity generation system in the College campus and the report is being submitted to Department of Higher Education for			

financial grant.						
7.1.3 Differently abled (Divyangjan) friendliness						
Items Facilities				Yes/No		No. of Beneficiaries
Physical facilities				Yes		04
Provision for lift				Yes		
Ramp/ Rails				Yes		
Braille Software/facilities				Nil		
Rest Rooms				Yes		
Scribes for examination				Yes		
Special skill development for differently abled students				No		
Any other similar facility				No		
7.1.4 Inclusion and Situatedness						
Enlist most important initiatives taken to address locational advantages and disadvantages during the year						
Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2018	Redress of Water logging Problem in cooperation with Howrah Municipal Corporation.	Local Community has also been benefited by wiping out water logging problem.	January 2019	Solution of Water logging problem	Water logging And sanitation	All Stuent & Staff.
7.1.5 Human Values and Professional Ethics : Classes are imparted to all students to inculcate human values driving them to perform their personal and social responsibilities .We also inculcate values pertaining to gender equity and to eradicate discrimination on the grounds of gender, socio-eco barriers and caste. We even teach the students environmental ethics and day-to-day values thus helping them to realize their potentials and become good citizens of the country. We also give them leadership training. Values like helping, sharing, caring is imparted to them by teachers on a regular basis. Concept of national unity and integrity is also imbued in them.						
Code of conduct (handbooks) for various stakeholders						
Title		Date of Publication		Follow up (maximum 100 words each)		
Prospectus for all students		1st day of Academic session		A code of Conduct for all students is illustrated in the prospectus.		
7.1.6 Activities conducted for promotion of universal Values and Ethics						
Activity		Duration (from-----to-----)			Number of participants	
7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)						

1. Plastic free College Campus.
2. Plantation of Herbal Plants in the College Garden
3. Appropriate Disposal of E garbage
4. Campus is declared as a Strictly No smoking Zone
5. Total Substitution of conventional black boards by white boards in all the class rooms.

7.2 Best Practices

Describe at least two institutional best practices

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

<http://drklbcollege.ac.in/wp-content/uploads/2019/08/BEST-PRACTICES.pdf>

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust

Provide the weblink of the institution in not more than 500 words

<http://drklbcollege.ac.in/wp-content/uploads/2019/08/Institutional-Distinctiveness.pdf>

Schematically organise strategic Vocational Programmes both under UGC and Government of West Bengal to equip the students with occupational skill for deserving professional domains as also to equip them be self-reliant to be an entrepreneur for Start-up scopes.

8. Future Plans of action for next academic year (500 words)

1. Land procurement from HIT to raise third campus for Post-Graduate Life science streams and B.Voc Degree Programmes
2. Laboratory infrastructure for Chemistry.
3. Multiplication of B.Voc Degree Programmes.
4. Online institutional verification of documents as stipulated by University of Calcutta and subsequent e-submission of requisite fees.
5. UG Course in Chemistry and Sociology and PG Course in Education.
6. Functional linkage between mainstream UG Course to Distance Education PG Courses and Vocational Programmes.
7. To strengthen NSS programme- community Hygiene Awareness with special reference to Vector-Borne diseases, Child Literacy programmes in depressed household community
8. From Career Counselling and Placement cell initiatives would be taken to introduce courses on Fashion Designing .Tentative partner being Exterior and Interior Ltd(EXIN) and iLEAD(Institute of Leadership Entrepreneurship & Development).
9. Opening of job opportunities for students holding on-campus job fair with different industries.
10. Alliance with different industries for providing technical and skill development training for employment generation
11. Value-Added Education and YOGA Classes under the supervision of

Name _____ **DR.MANTU BISWAS** _____

Name _____ **DR.KAUSTUBH LAHIRI** _____



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

(DR. MANTU BISWAS)
Coordinator,
IQAC,
Dr. Kanailal Bhattacharyya College
Santragachi, Howrah-4

Principal
Dr. Kanailal Bhattacharyya College
Santragachi, Howrah-4

Abbreviations:

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution

For Communication with NAAC

The Director

National Assessment and Accreditation Council (NAAC)

(An Autonomous Institution of the University Grants Commission)

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