



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		DR.KANAILAL BHATTACHARYYA COLLEGE
• Name of the Head of the institution		DR.KAUSTUBH LAHIRI
• Designation		PRINCIPAL
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		03326272490
• Mobile No:		9903389092
• Registered e-mail		klb.college@gmail.com
• Alternate e-mail		iqac.klbc@gmail.com
• Address		15, KONA ROAD, RAMRAJATALA, P.O.-SANTRAGACHI, HOWRAH-711104
• City/Town		HOWRAH
• State/UT		WEST BENGAL
• Pin Code		711104
2.Institutional status		
• Type of Institution		Co-education
• Location		Urban
• Financial Status		Grants-in aid

• Name of the Affiliating University	UNIVERSITY OF CALCUTTA				
• Name of the IQAC Coordinator	DR.MANTU BISWAS				
• Phone No.	03326272490				
• Alternate phone No.	03326272470				
• Mobile	9051923727				
• IQAC e-mail address	iqac.klbc@gmail.com				
• Alternate e-mail address	dr.mantu75@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://drklbcollege.ac.in/wp-content/uploads/2021/10/AQAR-2019-2020.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://drklbcollege.ac.in/academic-calender/				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C++	67.70	2004	03/05/2004	02/05/2009
Cycle 2	C	1.91	2009	30/09/2009	29/09/2014
Cycle 3	B	2.01	2015	03/03/2015	02/03/2020
6.Date of Establishment of IQAC			10/06/2004		
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	
N.A.	N.A.	N.A.	N.A.	00	
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	4	
<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)		
5	<ul style="list-style-type: none"> The IQAC completed 1st Surveillance Audit of ISO Certification 9001:2015 (Quality Management System) and 14001:2015 (Environmental Management System) (Ref: Certificate No- IN/QMS/01372/8283 & IN/E/00092/8282) on 18/11/2021 Membership is taken for access to online books and journals from N-List under INFLIBNET (Ref No: INF/N-LIST/2021/7998) for the period of 01/04/2021 to 31/03/2022. It provides access to more than 6000 + e-journals, 1, 99,500 e-books through N-List and 6, 00,000 e-books through NDL. Reconstruction of College Website in adherence to NAAC guidelines for introduction and enhancement of Integrated Collage Management System. Online feedback was received from students' responses regarding encountered difficulties during COVID-19 Lockdown. Online conduct of all Internal and Theoretical Examinations stipulated by the University of Calcutta regarding CBCS and 1+1+1 System and E-procurement and requisition system were introduced. Introduced CIE (College Internal Evaluation) in adherence to NAAC guidelines for identifying advanced learners and slow achievers through the mentor-mentee system. Fingerprints biometric system has been replaced by Face Recognition System during COVID-19 Pandemic situation. Site Map of the College Campus, Electric Circuit Map, and Network Map have been displayed on the college campus and college website. The campus map and Electric circuit map are prepared for the safety and security of the campus with particular reference to quick prevention of sudden hazards and disasters. Network mapping is to identify internet layout and tagging of uplink wire with individual computers from the switch box. 	

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
<p>To conduct First Surveillance Audit for ISO Certification 9001:2015 regarding Quality Management System and 14001:2015 regarding Environmental Management System.</p>	<p>ISO Certification 9001:2015 (Quality Management System), 14001:2015 (Environmental Management System) 1st Surveillance Audit completed on 18/11/2021 (Ref: Certificate No- IN/QMS/01372/8283 & IN/E/00092/8282)</p>
<p>Subscription of e-resources</p>	<p>Membership taken for access of online books and journals from N-List under INFLIBNET (Ref No: INF/N-LIST/2021/7998) for the period of 01/04/2021 to 31/03/2022. It provides access to more than 6000 + e-journals, 1, 99,500 e-books through N-List and 6, 00,000 e-books through NDL.</p>
<p>To upgrade Integrated College Management System.</p>	<p>Reconstruction of College Website in adherence to NAAC guidelines for introduction and enhancement of Integrated College Management System. Online feedback received from students' response regarding encountered difficulties during COVID-19 Lockdown. Online conduct of all Internal and Theoretical Examinations stipulated by the University of Calcutta regarding CBCS and 1+1+1 System and E-procurement and requisition system were introduced.</p>
<p>To introduce CIE (College Internal Evaluation) for continuous assessment of students.</p>	<p>Introduced CIE (College Internal Evaluation) in adherence to NAAC guidelines for identify advance learners and slow achievers through the mentor -mentee</p>

	system.
To introduce Face Recognition Biometric System.	Finger print biometric system has been replaced by Face Recognition System during COVID-19 Pandemic situation.
To organize Blood Donation Camp in the Academic Session 2020-2021	Blood Donation Camp organized on 17/12/2021 in Association with Bhoruka Blood Bank, Kolkata-16 under NSS Unit of our college. Total 50 unit blood.
To prepare Site Map of the College Campus, Electric Circuit Map and Network Map.	Site Map of the College Campus, Electric Circuit Map and Network Map has been displayed in college campus and college website. Campus map and Electric circuit map are prepared for safety and security of the campus with particular reference to quick prevention of sudden hazards and disaster. Network mapping is to identify internet layout and tagging of uplink wire with individual computer from switch box.
To impart training to Teaching, Non-teaching and Security personnel on Fire-safety measures.	Teaching, Non-teaching and Security personnel have been imparted training on fire safety measures and use of fire extinguishing techniques. This training was imparted on 12/12/2020 under the supervision of Fire and Emergency Services, Government of West Bengal.
Construction a Girls Common room with attached toilet in Science Block, Renovation of Boys toilet with drinking water facility.	Girls Common Room has been constructed in Science Block. (Inaugurated on 28/12/2021)
To construct disabled friendly washroom	Disabled friendly washroom has been constructed on December, 2021
13. Whether the AQAR was placed before	Yes

statutory body?	
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
GOVERNING BODY	28/12/2021
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-2021	23/02/2022
Extended Profile	
1. Programme	
1.1 Number of courses offered by the institution across all programs during the year	14
File Description	Documents
Data Template	View File
2. Student	
2.1 Number of students during the year	1826
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	474
File Description	Documents
Data Template	View File
2.3	467

Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	46
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	20
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	34
Total number of Classrooms and Seminar halls	
4.2	41.74884
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	57
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>The institution is committed to the effective delivery of curriculum in a well-planned and documented way.</p> <ul style="list-style-type: none"> Institutional Academic Calendar: Academic-Sub Committee with 	

the Principal, IQAC coordinator, and HODs formulate an Institutional Academic Calendar specifying available dates for significant activities at the beginning of each academic session.

- **Teaching plan:** Every department prepares a teaching plan allotting term-wise topics to teachers.
- **Routine:** The role of Routine Sub Committee comes next with IQAC coordinator as its Convener, entrusted with making master routine.
- **Internal Examinations and tutorials:** Internal evaluations like a Class test, Mid-term test, and continuous internal evaluation (CIE) are conducted according to the Academic Calendar.
- **Result review meeting:** After the publication of the Semester results each department conducts Result Review Meetings with the Principal.
- **Attendance Register:** The student attendance register is maintained meticulously.
- **Special measures during a pandemic:** Considerable measures have been taken by the college to ensure continuity of classes through LMS, Google meet, and Google classroom apps.
- **Outcome-based education:** With the introduction of CBCS, the college has switched to Outcome-Based Education. Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs) are clearly displayed on the website of the college.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/03/1.1.1-TEACHING-PLAN.pdf

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

- **Academic calendar:** The institution prepares a flexible academic calendar for the college Any deviation from the planned academic calendar due to unforeseen circumstances is

notified and rescheduled accordingly.

- **Adoption of CBCS:** The university has introduced the Choice Based Credit System (CBCS) for Arts and Science subjects from June 2018 and for Commerce from 2017. In this system. Internal exams and tutorials are pre-scheduled and displayed in the academic calendar.
- **CIE and other evaluations:** After the introduction of the CBCS system college started CIE (continuous internal evaluation), where written exams are planned by each department. Results of the CIE are analyzed in departmental meetings and documented. Probable dates of CIE and PTM are included in the college academic calendar.
- **Remedial classes:** The results of the continuous internal evaluations are recorded and slow learners/ weak achievers are identified on the basis of their performances. Remedial classes are held to support these students.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/03/1.1.2-ACADEMIC-CALENDER.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

B. Any 3 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	
14	
File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
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)	
02	
File Description	Documents
Any additional information	View File
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	
773	
1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year	
745	
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

Our institution has embraced several unique steps and tries to integrate and support these cross-cutting issues into the curriculum.

- There is a mandatory Environmental Studies Course included in the Ability Enhancement Compulsory Course (AECC-2) in Semester 2 of the CBCS curriculum. The course on Environmental Studies enables a holistic understanding of the environment and develops favorable attitudes and habits to protect and preserve nature. EVS Projects are undertaken by our students to get good exposure to environmental related issues.
- In some of the UG syllabus, related issues are already incorporated. Ethics, Human values, Gender & Environment as a part of the curriculum is included in subjects Political Science, Philosophy, English, Geography, Commerce, Botany, Education, Physiology, and Zoology.
- International Women's Day (8th March) and Environment Day (5th June) are celebrated every year.
- Self Defense classes for the girl students which was started under the NSS Unit, on 25/11/2019 is continued for girl student in college. Self-defense experts and trainers participated and demonstrated various kinds of tactics of self-defense. Students were highly encouraged and almost sixteen girl students joined the self-defense programme in college and are now undergoing training for the Championship.
- A State-level Webinar on 'Bitter salt: The impact of climate change on the reproductive health of women in coastal areas' was organized by the Department of Physiology on 4th Dec 2021.

File Description	Documents
Any additional information	View File
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

14

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
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

807

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

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)	View File
Any additional information(Upload)	View File

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	https://drklbcollege.ac.in/wp-content/uploads/2022/03/1.4.2-1-FEEDBACK-ANYALYSIS.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

980

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

169

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

Post-admission evaluations are currently being conducted to identify advanced, intermediate, and slow learners. At the commencement of each academic session, each department provide the programme and course specific outcomes to the students. The faculties use different methods to assess their students.

- Written test
- verbal interaction

The tests are subject-specific, e.g.

- Numeric
- Verbal reasoning
- Knowledge-based attributions

According to the graduation, the students are categorized into

- Slow learners
- Moderate (average) learners
- Advanced learners

Slow learners

For the weaker students, the following measures are taken:

- They are referred to for additional classes.
- They receive additional learning materials.

- Students receive special support from mentors where are reassessed from time to time based on the curriculum.

Moderate learners

- This category of students is encouraged to take-up courses in soft skills for improvement.
- Faculty & student exchange programs are organized by the college to improve the learning process.
- The departments organize extension lectures given by experts in their field.

Advanced Learners

- Reference articles for higher intellectual activities are provided for advanced learners.
- They are encouraged to use ICT-enabled tools for a power point presentation.
- They are encouraged to participate in Student seminars, write in wall & college magazines, participate in intra & inter college debates.

File Description	Documents
Link for additional Information	https://drklbcollege.ac.in/wp-content/uploads/2022/03/2.2.1The-institution-assesses-the-learning-levels-of-the-students-and-organizes-special-Programmes-for-advanced-learners-and-slow-learners.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1826	46

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 institution imparts education through the following methods

I) Experiential learning:

A. Laboratory-Based Learning

In science subjects, practical experiments are carried out by the students under the guidance of the teacher to supplement their theoretical knowledge.

B. Excursions are part of the curriculum. Field projects are carried out to broaden their thinking and learning horizons.

C. Projects

- In humanities and commerce, students write short papers that give them the idea of working on a research project on their own.

D. Special programs

- Students in college take part in various cooperation programs: Co-curricular activities help students participate in group activities.

- Career counseling workshops, group discussions, and interviews are carried out to prepare students for the job market.

II) Participative learning:

The following methods are chosen for the active participation of the students:

- Paper and poster presentations in student seminars

- Thematic quiz

- Debates and group discussions (both academic and non-academic):

These activities improve their articulation and help in public speaking.

III) Problem-Solving Methodologies:

- Individual and group projects help students learn to recognize a problem, analyze it and develop solutions.

Outcome: Face-to-face teaching plays a deterministic role in delivering education. However, hands-on experience and participatory learning make education more fulfilling.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/03/2.3.1-PDF.pdf

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

The college has a total of

- 8 ICT-enabled theory rooms
- 8 LCD projectors
- 11 laptops
- 81 desktops in laboratories
- Teachers can access Internet connection distributed throughout all buildings through WiFi. They are also equipped with a wired LAN connection for the Internet.

Following devices are used as tools for an ICT-based teaching-learning process:

- Desktops and laptops
- Projector
- digital camera
- Printer
- photocopier
- Scanner

Online resources like:

- N-List e-books and e-journals for scientific and reference articles.
- In addition, online course materials, scanned documents of different texts are also provided in theoretical classes.

Practical Classes:

- Open source software packages are used by subjects such as Commerce (Tally), Geography (QGIS).

Use of ICT during the pandemic:

The pandemic has made ICT an integral part of life in every way. In accordance with government order, the college started online courses as early as 28.03.2020 via Google Classroom, Google Meet.

- The university exams were also conducted in online mode The college portal is used extensively to post notices and examination guidelines, university questionnaires and the candidates' answers.

Outcome:

The process of evaluating teaching-learning did not stall during the pandemic. Workshops for teachers have helped them keep up with the modern way of teaching.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://drklbcollege.ac.in/wp-content/uploads/2022/03/2.3.2-PDF.pdf

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**

46

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

46

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

12

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

553

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 according to CBCS

The CBCS was introduced by University of Calcutta from 2018. The facility adheres to the standards set by the university. The internal exams are carried out according to the timetable drawn up by the university and the grades are uploaded to their portal in due time. The students are informed in advance about the examination schedule through

- The website
- Notices on the notice boards
- Post to WhatsApp groups in the class

The class attendance of the students is also marked. The attendance list for each course is regularly kept by the respective teachers. Continuous internal evaluations, both formal and informal, are carried out by the departments during the semester. These include

- Online and offline tests (MCQ or written answers)
- Assignments
- verbal interactions
- Group discussion
- Demonstration lecture by the students.
- subject-related quiz

During the pandemic period, faculties took online class tests to

assess progress of the students. Formative action is taken to inform students of their performance through classroom discussions, distribution of sample answers. These evaluations help students to prepare for their final exams. It also helps a teacher assess a student's progress and take remedial action. Weaker students are provided with learning materials.

File Description	Documents
Any additional information	View File
Link for additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/03/2.5.1-PDF.pdf

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

Mechanism to deal with internal examination related grievances:

- The internal examination grades are part of the overall result of the student within the framework of the CBCS. These grades are sent directly to the university online. Students have the option to review their answer scripts. This is entirely under the auspices of the university and the college has no role in the process.
- The answer papers for the internal examinations / tutorial examinations are kept by the teaching staff for five years for all inquiries as instructed by the university.
- The students get marks for attendance each class. These markings are added to get the final result. Attendance record is maintained by each department. Questions from students are processed immediately by the department.
- Regular parent-teacher meetings are held to update guardians on the progress of the students and the difficulties are discussed in detail.
- In the case of continuous internal evaluations, students discuss their mistakes and ways of improving their results with the teachers. Students are encouraged to ask questions and be interactive in class. Both the internal and external reviews were conducted online during the pandemic period. The scanned copies of the scripts are kept for future reference.

File Description	Documents
Any additional information	View File
Link for additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/03/2.5.2PDF.pdf

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.

The non-autonomous institution must adhere to the curriculum of the University of Calcutta, which is uploaded to the university's website. The university's study committee designs the curricula taking into account the desired learning outcomes. The teachers participate in workshops organized by the university and some other affiliated colleges.

- For students:

For prospective and existing students, the POs and COs of various subjects and the detailed curricula are made available through the website and explained in detail through an orientation program at the beginning of the academic session.

Add-on courses

Skill improvement programs

The main goal of these programs is to develop skills such as computer literacy, Interior Decoration, Beauty Therapy & Aesthetics, TALLY & GST for the job market.

Value-added courses

Students are encouraged to take the following certificate courses offered by the college:

- "Human Values and Professional Ethics" organized by the college to sensitize students to the concerns of women and raise their moral and ethical standards.

The Distance Learning Center of the VU (P.G) and NSOU of the college offers U.G. and P. G. degree programs in various subjects as well as various vocational certification programs.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/03/2.6.1 .pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

The most important program and course outcomes for undergraduate colleges is the student's transition to higher education or professional course. The institution tries to follow the development of its students, whether they have decided to continue studying or

- have secured a place on the job market.
 - The final results of the courses or programs is measured by the marks or grades students received on university exams. While course outcomes can be assessed at the end of a semester according to the course results, the programme outcome is derived from the programme result if the student has completed all six semesters.
- The Academic Subcommittee and the individual departments meet regularly to discuss the results, the learning progress of the students and the measures for the backlog.
- The faculty uses continuous internal evaluations to monitor whether the students are making progress in achieving the desired outcomes. These assessments are carried out formally through written tests, viva voce, demonstration lectures, assignments, etc., or also informally, such as classroom interaction, quizzes and the like.
- At the end of each semester, online student feedback is obtained from which the college can get an idea of how students perceive their progression.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/03/2.6.2.pdf

2.6.3 - Pass percentage of Students during the year

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

467

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	https://drklbcollege.ac.in/wp-content/uploads/2022/03/2.6.3-FINAL-PDF.pdf

2.7 - Student Satisfaction Survey

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

<https://drklbcollege.ac.in/wp-content/uploads/2022/05/2.7.1-SSS-QUESTION-REPORT.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)

00

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

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

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

00

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

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

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

14

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

3.2 - Research Publications and Awards

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

the year

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

14

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

9

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

Students of NSS unit of DR. KANAILAL BHATTACHARYYA COLLEGE have dedicated themselves to the glorious aim of serving the Nation. The Moto being " NOT ME BUT YOU"- They are working throughout the year harmoniously & unitedly for the welfare of the Community and Nation thus fulfilling their holistic development. NSS Unit Of The College Celebrated Swami Vivekananda's 152nd Birth Centenary On 12th January 2021 by distributing warm clothes , horlicks, biscuits and masks to the Under Priviledged section of Howrah Ward no.8.the programme was inaugurated by Mayor In Council Mr. Bhaskar Bhattacharya. Covid Awareness Camp was speacially arranged for the children in howrah ward no. 37, Dr.Partha Pratim Pal general physician addressed the session. The NSS Volunteers from the College Distributed Health Drinks, Sanitizer & Masks to 50 Children of the Ward. Blood Donation Camp and Endowments Giving Ceremony was organized on 17/12/21 on the birth anniversary of Minister and Founder of the college late Dr.

Kanailal Bhattacharya . Honorable principal dr. Kaustubh Lahiri and 48 students donated blood on this noble occasion. Students from these programmes learnt to Identify the needs and problems of the community and involve them in the minium problem solving process.Thus developing among themselves a sense of social and civic responsibility, thereby finding practical solution to individual and community problems.

File Description	Documents
Paste link for additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/04/3.3.1_EX_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

00

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

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

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

8

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

794

File Description	Documents
Report of the event	View File
Any additional information	View File
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	View File

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

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

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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.

Dr. Kanailal Bhattacharyya College is situated on in Ramrajatala, Howrah. The College offers honours in 13 subjects in UG level. Office of the College is situated in the Annex building. The College is well equipped with all ICT facilities. The Account Section is completely separated from the General Office section. The Principal's Chamber is also located in the Annex Building with all ICT facilities.

The IQAC office is situated on the 1st floor of Main block where all the meetings of IQAC are held. It has all ICT facilities. The academic departments are spread over in the 4 buildings, Main block, Annex building, Science block and Library building. The college has 19 Class Rooms, 1 Virtual Class Room, 4 Smart Class Rooms, 8 Laboratories, 1 Computer Room, 1 GIS Lab, 1 Auditorium, 4 Departmental work stations and 1 Teachers' Staff Room.

The Library of the College has all modern infrastructure amenities. Here, students can access Computers having high speed internet facility.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/04/CRITERIA-4.1.1-2.pdf

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

The institution has a multipurpose room for physical education. It has a common room for both male and female students to organize and practice indoor games.

The institution does not have a separate playground but it conducts its games and sports and other related activities sharing two playgrounds in the neighboring areas. All the students actively participate each year.

The institution has also a well equipped gymnasium with modern equipments. The students, faculties and staffs have the scope to avail this facility for maintaining physical health.

The institution also has a Yoga center for both male and female students. There are two separate trainers for boys and girls in the college.

Carate under self defence program for girl child is very popular and successful course in the Institution.

Students get involved into various cultural activities organized by college regularly like Rabindra Jayanti, International Mother Language Day, Swami Vivekananda's Birthday Celebration, Netaji Subhas Chandra Bose's Birthday Celebration, Commemorate 15th August, Mahatma Gandhi's birthday, Saraswati Puja, Freshers' Welcome, College Annual Social, Annual Sports and Art and Craft Competition. College organized photography competition.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/04/4.1.2.pdf

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

16

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

16

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/04/4.1.3.pdf
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)**

14.74472

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

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

Dr. Kanailal Bhattacharyya College institutional library has started its journey in the year 1985 with a single almirah and a single room headed by a single staff with twenty-five books only. Number of books and almirahs increased day by day. Institutional library got its full shape in the year 2002 after inauguration of new building

dedicated for library. At present we have almost eighty almirahs and the total collection of books are almost fifteen thousand. From 2019 Library system is upgraded with library supported software Koha. Whole college is facilitated with library QR Code by which students can get direct access to the Library. The library URL is also linked with the college website.

- Name of ILMS software : Koha
- Nature of automation (fully or partially) : Partially
- Version : 20.05
- Year of Automation : 2019

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://drklbcollege.ac.in/wp-content/uploads/2022/04/4.2.1.pdf

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

A. Any 4 or more 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)

5900

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

36

File Description	Documents
Any additional information	No File Uploaded
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

The College has made a consistent effort to improve upon its IT infrastructure and facilities as is the need of the day.

- The college has 92 computers. Regular maintenance is carried out on all desktops and laptops by Power Tech India.
- There are 2 browsing centers, the first is the Science Block Computer Centre and another at the library, being set up for Students. Internet Broadband Connection of 100 Mbps.
- Accounting Package named Fina ERP is being maintained for purpose of computerized Accounting with particulars reference to e-cash Book, Receipts & Payments, Income & Expenditure, Balance Sheet and other Financial Report for Auditing both internal and statutory auditors.
- There is one GIS Laboratory with 31 Desktop with Licensed Geography Mapping Software Erdas Software and TNTMips Software.
- Face Recognition Biometric machines are also connected with the Local Networks.

- Library is partially automated with KOHA since 2019. ILMS software with KOHA (installed on and from November 2019) provides a very user-friendly interface for searching documents in the library and their issue status. Library facilitates Web-OPAC remote access to users.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/04/4.3.1-to-be-uploaded.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)

27.00412

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

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

1. All Departmental requisitions are placed at HOD Meeting for scrutiny of essentially of Each Proposal. Affordable summarization is calibrated in conjugal adherence to priority in the interest of Students.
2. The summarized proposals are evaluated in the IQAC Meeting for attuning justification in the context of Institutional amelioration.
3. To assess Institutional Financial affordability of IQAC resolutions pertaining to the procurement are being placed before Statutory Finance Committee.
4. The streamlined Resolutions are being placed before Governing Body for Final Approval. As far as Library and Games Sports are concerned Library Management Committee and College Sports Committee is the initial domain to select the proposals respectively. All subsequent hierarchical functional steps are identical.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/04/4.4.2-FINAL-UPLOAD.pdf

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

251

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

1068

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**

B. 3 of the above

File Description	Documents
Link to institutional website	https://drklbcollege.ac.in/wp-content/uploads/2022/03/5.1.3-ADDITIONAL-INFORMATION.pdf
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

15

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

15

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	View File

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

6

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

39

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

0

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

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

1

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)

A duly elected Student council is operative in the College. The General Secretary of the student council is the representative of the highest policy-making body (GB) of the College and Academic subcommittee. They are also part of the College Magazine (Korak) Committee. In addition, the 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 and 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, Blood Donation Camp Inter-College and Intra- College Football and Cricket Tournaments, etc. They are very much enthusiastic about participating in on-campus training and certificate courses offered by the college like Tally with GST, Diploma in Computer Application (WEBEL) along with NSS activities.

File Description	Documents
Paste link for additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/03/5.3.2-ADDITIONAL-INFORMATION-STUDENT-REPRESENTATION.pdf
Upload any additional information	View File

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

7

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

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

Dr.Kanailal Bhattacharyya College Alumni Association is registered under the Society Registration Act. This association has become an icon for nurturing not only good students but also good citizens. It gives all-around support for the proper functioning of the college. Meeting of the Executive Council is held during the course of the year. They also participate in Sports, Cultural Activities, and

Seminars organized by the College. It has organized a slide show on a Himalayan expedition titled "Himalayer Alinde" by eminent mountaineer Shri Ratanlal Biswas on 27.02.2020. Thus, it has become the 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.

File Description	Documents
Paste link for additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/03/5.4.1-ALUMNI-ASSOCIATION.pdf
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision: No Procrastination No Prevarication No Petulance only steering to excellence.

Mission: Centrifugal Meritocracy by Centripetal Proficiency propelled by Hub and Spoke Management

Nature of Governance:

Schematic harvesting of a meritocratic Learning Management System by functional involvement of Learners as tenderers and Faculties both as motivators and facilitators are the spoke fulcrum converging to Intra Institutional Centripetal Hub Management

Governance of Curricular Management:

Mentor-Mentee Coupling: Obtaining Student feedback under stipulated Criteria is the key objective. Particular emphasis is being placed to assess the prevailing status of access to the differential

provision of Institutional opportunities by the students. Particular needs of economically and socially backward categories of students are being addressed under this purpose. Feedback is regularly being communicated to HoDs.

HoDs Committee: Regular interface Meeting with College Authority with them discerns Curricular management driving necessities for each subject along with amelioration.

Subsequent evaluation of these by all Faculties as Members of Academic Sub Committee provides transparent governance followed by Finance Sub Committee and Governing Body with representatives of Faculties consolidates finalization.

Holistic e-governance: Operationalization of Curricular Management on IT Platform along with digitized corridors of accounting and e-procurement is the functional fulcrum with consistent amelioration.

File Description	Documents
Paste link for additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/04/6.1.1.pdf
Upload any additional information	View File

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

Hub & Spoke Management: The Spokes

Departmental Meeting: This is the grassroots hierarchical strata determinant spoke to the decisive Hub.

Appraisal of Feedback coalesced from Mentees by Mentors and

Configuration of Departmental requirements as derivative of Mentee feedback along operational status of Departmental Infrastructure is collateral issues that crafts the agenda domain.

Spokes Converge: The Hierarchical Hub

HoDs' Interface Platform: Inter-Departmental Intra Institutional preparatory stratum for streamlining the proposal centralized through E-Procurement System. Prioritization is being emphasized upon albeit the unavoidable admissibility of the significance of

each proposal in compliance with fiscal affordability in adherence to Budgetary Provisions.

IQAC: Evaluative platform for discerned proposals both for curricular and outreach programs in the precise perspective of Higher Education Functional Portfolio as per NAAC Criterion.

Academic Sub Committee Finance Committee and Governing Body are the subsequent platforms where sequentially affordability is being addressed towards ultimate conclusion duly represented by Faculties and their representatives.

Implementation:

Ratified proposals are being communicated to the concerned Departments processing their implementation. Monitoring is extremely critical in order to assess the status of condition improvement post-implementation of the designated proposal w and urgent in order to ensure progressive Fiscal Management.

File Description	Documents
Paste link for additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/04/6.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Schematically encompassing E-Governance:

Functional Components

Through Spoke Management by Departments:

Infrastructural Amelioration or Substitution

Book and Journal Requisition

Through E-Procurement System to Hub cluster.

It is an inbuilt system bricked by Subject specified requisition component profile delineated in consultation with each Subjective Heads with Practical Curricular responsibilities.

The objective here is to maintain a precise procurement record of Apparatus Equipment Instruments Glassware Chemicals Specimens and Peripherals.

Accountability of registered proposal.

To abandon wastage is the prioritised emphasis under Progressive Fiscal Conservatism.

Better Ambience

Green Campus Infrastructure: Greeneries are being maintained with seasonal cycling for this purpose.

Students Support System: Soft Platform: Online Submission of fees facility,

Regular display of notifications in College Website, Online Classes inclusive of Practical Components, Online webinars and both subjective and institutional Mentor-Mentee System.

Enhanced Toilet Facility: With particular requirements for Girl Students with round the clock cleaning and scavenging.

College App: An Android Mobile students friendly App is under making to provide access to Facilitating nodes in College Website for students from anywhere and everywhere.

Voluntary and Professional Courses: Students pursuing these courses do also avail of identical E Payment Facilities.

Outreach Programme Sports and Cultural Programmes: proactive involvement of students would be encouraged.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/04/6.2.1.pdf
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.

This is an affiliated Higher Educational Institution under collateral Governance by the Department of Higher Education Government of West Bengal the administrative determinant and University of Calcutta the decisive domain pertaining to curricular obligations.

The Functional Components with mandatory Compliance Obligation:

Trans Institutional Policy Genesis.

Government Orders from the Department of Higher Education Government of West Bengal is being on appointment & Career Advancements for Faculties and Non - Teaching Staff and approval of financial benefits also for Policy Orientation for issues related to student management and General Administration.

Implementations of Academic Circulars Issued by the University of Calcutta

UGC Institution specified instructions

NAAC Criterion:

NAAC Criterion encompasses Pan Indian Model for Higher Education. To comply the devised Criteria an affiliated College requires manoeuvring of Institutional Functioning blended with Government Orders, UGC guidelines, and indigenous enterprise by IQAC.

Being implemented either through Governing Body or instantaneously.

Intra Institutional Policy Propagation: by Principles of Priority and affordability.

Maintaining and Augmenting Infrastructure in adherence to NAAC Criteria.

Recommendation of Academic Sub Committee stemming from HoDs' Committee.

IQAC recommendations

Recommendation from Finance Committee both from HoDs End involving financial requisites and from mainstream administration also from IQAC.

Implementation essentially requires Governing Body Ratifications.

File Description	Documents
Paste link for additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/04/6.2.2.pdf
Link to Organogram of the Institution webpage	https://drklbcollege.ac.in/wp-content/uploads/2022/04/6.2.2.pdf
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

- The institution provides advance for Puja festival to all willing teaching and non-teaching staff of the college at zero interest rate to be repaid at ten equal installments. Maximum limit for full-time teacher is Rs. 30,000/- for SACTs-Rs. 25000/- and for Non-teaching staff- Rs. 18000/-.
- The institution has a group Life Insurance Scheme under Life Insurance Corporation of India for teachers employed in substantive posts and permanent non-teaching staff.
- The institution provides incentives to teachers to present papers in seminars/conferences/workshops and also provide membership fees in professional organization.

File Description	Documents
Paste link for additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/04/6.3.1-FINAL-UPLOAD-ADDITIONAL-INFORMATION.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

2

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

00

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

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

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

04

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	No File Uploaded
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 institution maintains a detailed self-appraisal system for teachers and non-teaching staff. The teachers are allotted specified number of classes as per the master routine prepared by the routine committee. The teachers fill up the number of classes allotted on each day, number of classes taken by him/her on that day, number of classes not held on a particular day and reason for not taking the

class. In addition it also records the number of days that a teacher is present in college, leave record and also the extracurricular activities performed by the teacher is maintained.

A similar format is also maintained for non-teaching staff attached to mainstream administration and also to laboratory attendants attached to academic departments. The staff record their duties performed each day. The self-appraisal records are counter-signed by the Principal.

File Description	Documents
Paste link for additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/04/6.3.5-ADDITIONAL-INFORMATION.pdf
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

In compliance with NAAC provisions and statutory Higher Education norms, the college conducts both Internal and External Audits. Internal Auditor is being selected through Governing Body whereas External Auditor or the statutory is being designated by the Department of Higher Education, Government of West Bengal. The fundamental financial items being scrutinized are receipt payments A/C, Income Expenditure profile, and balance sheet of the college in each financial year. In addition to these complete mandatory auditing, the college has also conducted auditing of its financial components with particular reference to a financial allocation by the college for the purpose of ISO Certification. The college has been certified ISO 9001:2015 certification for Quality Management System implying proper fiscal management of the college.

File Description	Documents
Paste link for additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/04/6.4.1-FINAL-UPLOAD.pdf
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)**

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

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

The college follows a well-organized and integrated approach to resource mobilization. The Principal, in consultation with all the Heads of Departments and the members of the College Development Committee, made a preliminary estimate of the resources required to manage the various academic and administrative aspects. Based on that calculation, the Finance Committee prepared a budget. After final approval of the Budget from the Governing Body, the Principal made proposals with the members of various sub-committees and submitted them to the UGC, MHRD, RUSA, or the Government of West Bengal. Financial assistance is also sought from MLA LAD or MP LAD Funds or private Agencies. A large portion of the financial resources is collected from the admission of students to the college.

A transparent institutional strategy is followed in the college for the best use of resources. The College has a well-organized Governing Body. In this statutory Body, all the policies for conducting educational and administrative activities of the college are formulated.

In order to bring transparency in the optimal utilization of the financial resources of the College, the Finance Committee under the Governing Body prepares the budget and gives preliminary approval after scrutinizing all the transactions. The Governing Body reviews the recommendations of the finance committee and gives the final clearance. The Principal is the Drawing and Disbursement Officer.

File Description	Documents
Paste link for additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/05/6.4.3.pdf
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

1. The IQAC completed 1st Surveillance Audit of ISO Certification 9001:2015 (Quality Management System) and 14001:2015 (Environmental Management System) (Ref: Certificate No- IN/QMS/01372/8283 & IN/E/00092/8282) on 18/11/2021
2. Membership is taken for access to online books and journals from N-List under INFLIBNET (Ref No: INF/N-LIST/2021/7998) for the period of 01/04/2021 to 31/03/2022. It provides access to more than 6000 + e-journals, 1, 99,500 e-books through N-List and 6, 00,000 e-books through NDL.
3. Reconstruction of College Website in adherence to NAAC guidelines for introduction and enhancement of Integrated College Management System. Online feedback was received from students' responses regarding encountered difficulties during COVID-19 Lockdown. Online conduct of all Internal and Theoretical Examinations stipulated by the University of Calcutta regarding CBCS and 1+1+1 System and E-procurement and requisition system were introduced.
4. Introduced CIE (College Internal Evaluation) in adherence to NAAC guidelines for identifying advanced learners and slow achievers through the mentor-mentee system.
5. Fingerprints biometric system has been replaced by Face Recognition System during COVID-19 Pandemic situation.
6. Site Map of the College Campus, Electric Circuit Map, and Network Map have been displayed on the college campus and college website. The Campus map and Electric circuit map are prepared for the safety and security of the campus with particular reference to quick prevention of sudden hazards and disasters. Network mapping is to identify internet layout and tagging of uplink wire with individual computers from the switch box.
7. The disabled-friendly washroom has been constructed in December 2021
8. Girls Common Room has been constructed in Science Block.

(Inaugurated on 28/12/2021).

File Description	Documents
Paste link for additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/05/6.5.1.pdf
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

The institution has a structured mechanism to review the teaching-learning process and also the learning outcomes at periodic intervals through IQAC as per norms namely-

1. The IQAC conducts departmental feedback and institutional feedback from stakeholders- students, alumni, and teachers. The feedback analysis is done and based on the feedback analysis result future plan of action is undertaken. E.g. meeting with students, parent-teacher meeting etc.
2. IQAC has introduced Continuous College Internal Evaluation to identify advanced learners and slow achievers and to conduct special classes for them as per their need through the established mentor-mentee system.
3. Mentor-Mentee system not only gives advice on academic matters but also on psychological counselling of students especially on the encountered difficulties during Covid-19 Pandemic through a student survey. The collected data has been analysed and report discussed with faculties and departments have taken initiatives to conduct the students respectively.
4. Review of C.U. results of B.A. Part-III (1+1+1 System) and Semester-VI, 2021 Examination.
5. Faculty Exchange Programme in the Department of Bengali with Archarya Prafulla Chandra College, Kolkata.

File Description	Documents
Paste link for additional information	https://drklbcollege.ac.in/wp-content/uploads/2022/04/6.5.2-FINAL-FILE-TO-BE-UPLOADED.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://drklbcollege.ac.in/aqar/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

- The college has organized a formal gender sensitization programme to bring definite orientation in the thinking practices and approaches of individuals concerning gender. The program deals with misconceptions regarding gender Issues, gender biases to eradicate wrong imposed ideas from students, in relation to today's societal norms.
- In 2020, State level Webinar on "The 'Nobel' in the Life of

the Bengali Woman: Exploring the Colonial Context” was organized by the Department of Bengali.

- In 2021, the Department of physiology organized State level Webinar on 'Bitter salt: The impact of climate change on the reproductive health of women in coastal areas'
- For security purposes, the total campus is under CCTV surveillance. Security Personals and Lady Security Guards are appointed for safety measures. For fire safety, Fire extinguishers are placed in every corner of the campus. Gymnasium facilities and self-defense like Karate training and Yoga classes are regularly arranged. For a medical emergency, a First-Aid box and On-Call Doctor, facility are available within the college campus.
- For female students, Common Rooms with modest facilities are available in every building of the college with a lady attendant.

File Description	Documents
Annual gender sensitization action plan	https://drklbcollege.ac.in/wp-content/uploads/2022/03/7.1.1-Annual-gender-sensitization-action-plan.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://drklbcollege.ac.in/wp-content/uploads/2022/03/7.1.1_Specific-facilities-provided-for-women.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	C. Any 2 of the above
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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 campus is marked as a PLASTIC FREE zone and posters are displayed for all stakeholders for awareness.

Solid waste management

The solid waste of the campus has been collected using green and blue dustbins and disposed of by Howrah Municipality.

Liquid waste management

All wastewater lines from toilets, bathrooms, etc. are connected to the septic tank or safely dispose off through an internal sewage system connected to the Municipal Corporation sewage line.

Biomedical waste management

Biomedical waste materials are collected cautiously from different bio-science laboratories and stored properly. Periodically the materials were disposed through the municipality system.

E-waste management

The highest use of electronic systems is our priority so that the production of e-waste could be minimized. The e-wastes like non-functional computers, monitors, printers, keyboards, mouse's etc. are collected and are properly through state organization WEBEL.

Hazardous chemicals and radioactive waste management

ISO committee monitored the all-over disposal. Different jars labeled properly are placed in different laboratories for disposal of hazardous chemicals. No radioactive materials are generated in the campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://drklbcollege.ac.in/wp-content/uploads/2022/04/7.1.3-E-WASTE.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	D. Any 1 of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 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	C. Any 2 of the above

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

<p>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</p>	<p>C. Any 2 of the above</p>
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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 college takes various initiatives to promote an inclusive environment facilitating tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic, and other diversities.

Social, Communal, and cultural Harmony

A Student seminar on the Role of New Social movements in Indian Politics on 9.7.20 was organized by the Department of Political science. A State Level Webinar was organized by the Department of History on "The 'Nobel' in the Life of the Bengali Woman: Exploring the Colonial Context" and a National Webinar on Plurality in India. A Student Webinar was organized by the Department of Philosophy on Controversy between Rationalism & Empiricism Regarding Theory of Knowledge on 29.9.20. and a Student Webinar on Pramana in Indian Philosophy on 30.9.20.

Linguistic Harmony

International Mother Language Day was observed on 21st February in 2020-21.

Regional Harmony

Saraswati Puja was organized by the students of our college on 16th February 2021.

Environmental Harmony

Department of Geography organized a student seminar on 'Degradation of Biodiversity and its impact on Environment' on 19.7.20.

The NSS Unit of the college celebrates Earth Day, and World Environment Day.

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	View File

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

During the lockdown period, the college under took several outreach programmes to sensitize students about the values and ideas

enshrined in "Fundamental Duties" of the constitution of India. These outreach activities were under taken by the NSS unit of the college. The programmes are as follows:

- a) The Lockdown imposed Covid-19 restriction has impacted the economic growth of the under-privileged section of the society. The NSS unit conducted a community outreach programme helping the under privileged section through distribution of blanket and goods distribution on 12th January, 2021 on "World Youth Day" on the occasion of birthday of Swami Vivekananda.
- b) On World Earth Day (22/04/21) an awareness programme on Covid awareness and its precaution misuses were undertaken.
- c) AllCitizens must protect the environment and regarding this a students Webinar was organised on 5/6/2021 entitled "How to save and protect our Environment in the present and future".
- d) To commemorate "Gandhi Jayanti" on 15/10/21 a Covid-19 awareness programme was held in ward no:37 under Howrah municipal corporation. Health drink and masks were distributed among children of backward community. Parents were also made aware of the impending 3rd wave of Covid-19 which was alarming for the children.
- e) A Webinar was organised 4/12/21 on gender specific issues and women health awareness titled "Bitter Salt. The of climate change on reproductive health of women in Coastal areas" by Dept. Of Food & Nutrition in association with IQAC.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4.
Annual awareness programmes on Code of

C. Any 2 of the above

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	View File
7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals	
<p>The college organizes a number of national festivals throughout the year to educate the students about the integrity and diversity of our great nation.</p> <p>The college also celebrates the birth & death anniversary of many great personalities remembering their noble work for the welfare of our nation. The college organizes special events, functions, and lectures to observe days of national and international significance.</p> <p>The college celebrates- International Mother Language Day, World Earth Day, World Environment Day, International Yoga Day, Republic Day & Independence Day, The birth anniversary of Netaji Subhas Chandra Bose, Swami Vivekananda's Birthday, Rabindra Jayanti, the Birth anniversary of Ishwar Chandra Vidyasagar, the Birth Anniversary of Mahatma Gandhi</p>	
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

TITLE: "EXFOLIATING STIPULATED CURRICULAR DELIVERANCE INTO AN INNOVATIVE LEARNING MANAGEMENT SYSTEM"

OBJECTIVE OF THE PRACTICE:

Unfolding a Knowledge Ecosystem and concomitant skill endowment spearheads the dedicated objective of the Practice.

THE CONTEXT:

Strategic integration of cognitive domain with schematic psycho motor skill at Undergraduate level can provide suitable option for their Career pursuance.

THE PRACTICE:

Episodic evaluation conjugated with counselling, transpiring feedback and counselling through a dedicated Mentor Mentee system with IT Skill derivation is the catalyst.

EVIDENCE OF SUCCESS:

The sustained Success level of students University of Calcutta Examinations and Continuance of Progression from UG to PG by learners with majority of them being the First Generation of Learners.

PROBLEM ENCOUNTERED AND RESOURCES REQUIRED:

Adequate Spatial enclave Faculty strength and Resource garnering are the prerequisites.

BEST PRACTICE-2

TITLE: "PROGRESSIVE FISCAL CONSERVATISM CRAFTED ASSET MANAGEMENT SYSTEM"

OBJECTIVE OF THE PRACTICE:

Consolidation, Mobilization, Convergence & Augmentation - Four Functional fulcrums steering to Fiscal Resource sustenance for Academic logistics.

THE CONTEXT:

Adequacy of Institutional Financial Self-reliance by Asset Conservation and its Generation.

THE PRACTICE:

Discerning Tied and Untied Fund is the policy prerequisite for Fiscal Conservatism. Institutional Asset Management System is the functional derivative.

EVIDENCE OF SUCCESS:

Progressive Fiscal Conservatism has enabled the College the attainment of ISO 9001:2015 & ISO 14001:2015 Certification successively in 2020 & 2021.

PROBLEM ENCOUNTERED AND RESOURCE REQUIRED:

Stranded Institutional Financial Capacity consequent upon constrained Financial Capacity of Households due to COVID - 19 Pandemic and Lockdown turning to be a critical Challenge for Resource mobilizations.

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

7.3 - Institutional Distinctiveness

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

Operational Contour: Hub and Spoke Management

Priority: Centrifugal Meritocracy with Centripetal Competency:

Thrust: Encouraging dedicative consciousness among Faculties for proactive pursuance of Learner Centric Curricular Management with particular schematic emphasis on discerning slow and advanced learners.

Networking System on the Digital platform is being configured for

that particular purpose.

Objectivity: Responsive Learning Management System by Subjective Mentor-Mentee System through IT Interface with emphatic priority to Off-Campus beyond Class Hours supportive system to Students deemed vital for non-residential Higher Education Institution.

Spoke Management endows Each Academic Department a quasi-autonomy to address the particular need of subjective students both in the Cognitive domain and psychomotor ability emancipation propagating through Mentor-Mentee coordination.

Communicative interface by centripetal acquiring of Departmental Feedback is the operational key for progress towards Centripetal Competency. Time specified appraisal of coalesced information by IQAC as Hub and dissemination procedure of derived suggestions ensures amelioration of Institutional spoke Management.

Progressive Fiscal Conservatism

Derivative of Hub & Spoke Management.

Precise Policy propagation here is

- 1. Amelioration: Augmentation: Avoidance of Fund Wastage**

E-procurement system has been introduced with Intra Institutional

E nodes between the Head of the departments and Head of the Institution through the College Website.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Learning Management System:

Post Graduate: Submission of Proposal for the introduction of Post Graduate Course in Education and Pursuance to operationalize Post Graduate Course in Geography

Proliferation.

Undergraduate: Submission of Proposal for the introduction of Chemistry, Sociology & Hindi

Consolidation and Amelioration:

Systematic regularization of Continuous Internal Evaluation for all semesters and monitoring its outcome by Subjective Mentors and subsequent communication of Analysed feedbacks to students

Assessment of the performance of the students at the following University of Calcutta Examinations and configure the ability of students for stratification by Slow and Advanced Learners.

Emphatic strategic thrust on the existing Vocational Courses both recognized by UGC and initiated by the College

Progressive Fiscal Conservatism:

Emphatic precision in Budget Compilation and augmented stress on compliance to Budgetary Provisions.

Garnering Fiscal Resource from Outside Source.

- Submission of Building Proposal to Member of Parliament.
- Mobilization of CSR Fund for up-gradation of Laboratories in Life Sciences Discipline.
- Encouraging Alumni Association for contribution
- Augmentation of in-house Distance Learning Centres by Course Proliferation to catalyse Cross financing
- Vigorous and concentrated thrust on the magnification of Vocational Courses to raise Professional capability as also as auxiliary source to College Exchequer.