



## YEARLY STATUS REPORT - 2021-2022

### Part A

#### Data of the Institution

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	Trivenidevi Bhalotia College
• Name of the Head of the institution	Dr. Asish Kumar Dey
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9434030121
• Mobile No:	9434030121
• Registered e-mail	principal@tdbcollege.ac.in
• Alternate e-mail	office2@tdbcollege.ac.in
• Address	College Road, Raniganj, West Bengal
• City/Town	Raniganj
• State/UT	West Bengal
• Pin Code	713347
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Kazi Nazrul University				
• Name of the IQAC Coordinator	Arunabha Bandyopadhyay				
• Phone No.	9434388735				
• Alternate phone No.					
• Mobile	9434388735				
• IQAC e-mail address	iqac2021@tdbcollege.ac.in				
• Alternate e-mail address	abandyopadhyay@tdbcollege.ac.in				
<b>3. Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://tdbcollege.ac.in/agar_submission.php">https://tdbcollege.ac.in/agar_submission.php</a>				
<b>4. Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://tdbcollege.ac.in/academic_calendar.php">https://tdbcollege.ac.in/academic_calendar.php</a>				
<b>5. Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.64	2016	16/12/2016	15/12/2021
<b>6. Date of Establishment of IQAC</b>	24/02/2014				
<b>7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Trivenidevi Bhalotia College	Salary	Govt of West Bengal	2021-22	163460764
Trivenidevi Bhalotia College	RUSA	Dept of Higher Education, Govt of West Bengal	2021-22	4619542
TDB College/Department of Geology/Dr. Sumanta Mallick	Major Research Project	DST-SERB	2021-22	100000
Trivenidevi Bhalotia College	NSS Fund	Kazi Nazrul University	2021-22	6858.52

<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>
<b>9.No. of IQAC meetings held during the year</b>	<b>5</b>
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>

• If yes, mention the amount	
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
* Policy regarding the continuation of teaching learning and evaluation process in online mode via the E-Learning portal of the college	
* Policy regarding online admission	
* Orientation program organized by the library	
* Policy regarding promotion of the teaching members under Career Advancement Scheme	
* Initiative taken for the preparation for the 2nd cycle of NAAC	
<b>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</b>	
Plan of Action	Achievements/Outcomes
Plan to continue teaching learning and evaluation process in online mode via the E-Learning portal of the college	Teaching learning and evaluation process was continued in online mode via the E-Learning portal of the college
Plan of online admission	Admission process was made online
Plan of organizing a orientation program for the newly admitted students	Orientation program was organized by the library for the newly admitted students
Initiative taken for promotion of the teaching members under Career Advancement Scheme	Screening and other formalities were done in this regard
Initiative taken for the preparation for the 2nd cycle of NAAC	Accordingly preparation was started
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
• Name of the statutory body	

Name	Date of meeting(s)
Governing Body	18/10/2024

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2022	Nil

**15. Multidisciplinary / interdisciplinary**

In coordination with the CBCS syllabus structure students are encouraged to pursue subjects of their own choice in Honours and Generic courses. Thus, a Science student may study a Humanities subject. Similarly, students opting humanities specialization can opt for science elective subjects. Some interdisciplinary subjects are taught to enhance the awareness for a holistic knowledge. Subjects like Biochemistry, Nutrition, Electronics are taught to broaden the spectrum of the student learners. In consideration of the coal-mining area in and surrounding our college, which is situated in Raniganj, Geology is taught as a major subject to enhance the interest of the students in their surrounding topography and enlarge the awareness of its pros and cons. Environmental Studies is taught to all students of all specializations to make the next generation ecologically aware to create empowered and responsible citizens who will save the earth.

**16. Academic bank of credits (ABC):**

The institution took the initiative to initiate the process of registering on NAD DigiLocker, but we have been officially informed that this is applicable only for the academic institutions who have the autonomy to issue any type of academic awards to their students. So the question of ABC registration does not arise in our case.

**17. Skill development:**

The institution promotes skill enhancement of students through organization of different events related to promotion of writing skills, communication skills, computer skills, soft skills, data handling and interpretation skills, research methodology etc. During the academic session 2021-22, Department of Commerce in collaboration with the IQAC of the college with the help of the Career Counselling and Placement cell organized a Career Advancement Seminar for the benefit of the students. Events such as "Basanta Utsav" was celebrated to promote peace and harmony among students, teachers, and staff in the college campus. "Rabindra Jayanti" was

celebrated with joy and fervour as students participated in the program with great gusto. Republic Day and Independence day are celebrated with parade by the NCC wing of the college.

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

The Institution, affiliated under Kazi Nazrul University offers Honours and Program courses in four Indian languages, Bengali, Hindi, Urdu, and Sanskrit. Students of each honours course opt for the generic elective courses, which can be studied in Bengali or English language for both humanities and science streams. The discipline specific elective courses can also be studied in Bengali language by Program students. University Question papers are also set in both Bengali and English language for the generic elective and discipline specific elective courses. Faculty members deliver their explanations in the classroom in both English/Bengali/Hindi to enable a student-centric mechanism of the teaching-learning process. Faculty members have also prepared E-contents in Bengali language and uploaded for open access by the students. In addition to the integration of Indian language in curriculum transaction, the institution takes sincere efforts to promote and preserve Indian language, Indian arts and Indian Culture and tradition. Every year, International Mother language Day is celebrated by Department of Bengali and the Cultural Sub-Committee. All Departments regularly publish Wall magazines that showcase the talents and feelings of students. During the academic session 2021-22, the college celebrated the Indian festival "Basanta Utsav" and Rabindranath Tagore's birth anniversary - "Rabindra Jayanti" which sensitized the stakeholders regarding the concept of tolerance and harmony of Indian Culture. Students are encouraged to participate in competitions on Indian languages, Indian Arts, Indian Culture and Tradition.

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

The program outcomes (POs) and course outcomes (COs) of each course offered by the departments have been clearly mentioned in the college website and are also communicated to the students by the faculty members. For some courses, the affiliating university has defined the POs, COs and the PO-CO mapping in the syllabus, along with the assessment methods to measure the program outcome and course outcome assessment, which are followed by the institution. However, the courses for which the respective outcomes are not defined by the university in the syllabus, the respective department has taken the initiative to define the same considering the objectives related to the topics prescribed in the university

curriculum. To capture the outcome-based education. in teaching and learning practices, the institution has taken sincere initiatives to assess the learning levels of students through conventional and non-conventional assessment strategies for measurement of attainment of course outcomes and program outcomes. These include student seminars, scheduled and surprise tests, problem solving exercises, student seminars, practical assignments, open-ended experiments, performance during field work, educational tour interactions, designing experiments related to daily life experiences, observation of practical skills, viva-voce interviews etc.

## 20.Distance education/online education:

The institution has taken sincere initiatives to promote the use of technological tools for teaching-learning activities. All departments have provided with the laptop, desktop and quite a few have been given LCD projector facilities and printers to undertake the use of computer-aided methods of teaching. Three classrooms were converted to smart classrooms as the post-accreditation initiative as also 2 new buildings to house the Hindi and English departments. Faculty members thereafter started participating in the workshops, refresher courses, short term courses on the Development of Massive Open Online Courses (MOOCs), open educational resources, Information and Communication Technology, FDPs, Online assessment techniques etc. This helped them to apply computer-aided methods of teaching and the practice proved to be the most effective one during the pandemic situation. The institution has also launched the E-content portal to provide open access of E-contents to students. The link to the E-content portal is provided in the online learning page of the institution. These E-contents have been prepared by the faculty members of the institution, to enable learning at any time and pace. Home assignments, Quizzes and ICT enabled classes are conducted to ensure the blended form of teaching-learning mechanism.

## Extended Profile

### 1.Programme

1.1 63

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1 **4897**

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2 **1900**

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 **1166**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

**3.Academic**3.1 **144**

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 **160**

Number of Sanctioned posts during the year



<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>63</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>4897</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>1900</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	<b>1166</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>144</b>
File Description	Documents
Data Template	<a href="#">View File</a>

3.2	160
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	50
Total number of Classrooms and Seminar halls	
4.2	24.58
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	147
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

The institution has implemented a well-designed curriculum from Kazi

Nazrul University (KNU) in accordance with the UGC regulation. The LOCF upgraded CBCS curriculum aims to inspire students which follows the

college's mission of a multi-layered academic growth.

The duties include the following:

1. Several departments are equipped with modern instruments in laboratories where practical demonstration with student's active participation is encouraged.

2. Educational tours/field works are conducted by the

college as per requirement of the present curriculum.

3. Student Seminars, Poster Competitions, Workshops, Observation of important days such as World Environment Day, No Tobacco Day; Rabindra Jayanti;

Science fairs.

4. Renowned scientists, learned academicians from other institutions are invited to deliver special lectures.

5. Cultural programmes and Sports are conducted to inspire and encourage cocurricular activities among the students.

6. The institution receives grants from the UGC/RUSA to buy new equipments, library books, computers, instruments and other requisites.

7. During the COVID Pandemic, a well planned e-portal was introduced and developed for the uninterrupted conduction of teaching-learning process through the online mode.

8. Online classroom teaching, uploading of study materials, lecture videos, audio recordings; submission of assignments, projects, MCQ tests, University Examinations etc. were carried out using the institutional portal.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

1. After commencement of each semester, a Teacher's Council meeting is conducted to distribute the

academic duties to all the teaching faculties

a. Preparation of an academic calendar as per the academic calendar provided by the affiliating university.

b. Preparing a suitable time table from the Master Routine

c. Distribution of classes among the faculties by the respective departmental Coordinators through departmental meetings.

d. Circulation of the time table among the students of each Department through notification.

e. Requisite modifications in the class schedule is made as per the demand of the new curriculum provided by the University.

2. The syllabus is distributed through a departmental meeting amongst the faculty members of each department by the Coordinators. It is the responsibility of the concerned teachers to complete the syllabus assigned to them within the stipulated timeframe.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University** A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 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**

55

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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)**

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	No File Uploaded

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**

0

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

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

**1.3 - Curriculum Enrichment**

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

The institution follows programmes integrating crosscutting issues of gender,

human values as well as Environment and Sustainability. A well-defined curriculum design offered by

Kazi Nazrul University. Gender topics are studied in English (Women's Writing, Paper code BAHENGC602) and Political Science. For example, the curriculum of English,

incorporates, a paper titled, and in Political Science (Feminism: Theory and Practice, Gender and Politics in India, Paper Code

BAHPLSDSE505),

Human Rights issues are addressed in subjects like

Sanskrit(Ethical and Moral Issues in

Paper Code BAHSNSSE401), Political Science(Human Rights: Theory and Practice, paper Code BAHPLSDSE501), Urdu and Geography (Research and

Publication Ethics, PHDURDUC102 is taught in the PhD. course work).

The Department of Environmental Science teaches

Fundamentals of Environment Studies,( Paper Code:

AECC-101) which incorporates awareness and knowledge of Environmental biodiversity and its sustainable development. The Department of Geography also teaches this in Paper: Environment and Natural Resource

Management(Paper Code: BSCHGEOC402). This teaches

distribution, utilization and proper management of natural resources

In the curriculum of

Zoology, the Ecology paper, Paper Code: BSCHZOO102, imparts the

knowledge about the balance

between bioscene and anthropocene.

The Department of Sanskrit also has crosscutting issues on environment and sustainability in Paper Code: BAHSNSDSE603.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

16

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

### 1.3.3 - Number of students undertaking project work/field work/ internships

2142

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 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	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	No File Uploaded

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

**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="https://tdbcollege.ac.in/naac_related_documents.php">https://tdbcollege.ac.in/naac_related_documents.php</a>

## 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**

**3961**



File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**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**

634

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

College is ever aware that learning is incomplete without adequate assessment. The institution organizes a process of continuous internal assessment to measure the assimilation of subjects taught. The weaker students are given multiple chances to improve their knowledge bank. This assessment is done through various methods conducive for students'

comprehension, such as through MCQ, written Question Answer pattern, Assignments, Projects, Viva Voce, Seminar presentations and poster presentations. Their learning progress is also assessed during the College exhibition, when their learning is practically tested. Science and Commerce students receive hands-on training through their practical classes/projects/Fieldworks.

College also organizes National/State-level Seminars to inspire and enhance their subject knowledge on a broader spectrum. However it must be noted that the institution was running virtually upto the middle of November, after which stringent Covid protection was implemented. Hence number of such Seminars are few in this particular year.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
4897	144

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

1. The college has B. Sc./ M. Sc. that incorporate practical experimentation.

2. Geography, Zoology, Botany and Geology departments arrange fieldwork/excursions to provide first hand

experience of field data collection/analysis .

3. In the Postgraduate courses in Zoology and Chemistry, students carry out project works under the

supervision of faculties that enhance their conception and encourage scientific thought.

### Participative learning

1. Students are encouraged to participate in various co-curricular activities like sports, exhibitions, and cultural programs. An active NCC (National Cadet Corps) in the college inspires characterdevelopment, comradeship, discipline, leadership, secular outlook, spirit of adventure and selfless service

2. To enhance advanced scientific knowledge, students participate in seminars and

webinars.

3. Students are encouraged to nourish their writing ability and creativity by contributing on Wall Magazines.

4. Students actively participate in National Service Scheme (NSS) and other community Outreaches.

#### Problem-solving methodologies

1. Teachers are encouraged to identify differential learning problems and find remedial techniques.

2. Teachers inspire students to choose appropriate MOOCs courses like e-Pathsala, Swayam, NPTEL.

3. Students are engaged in writing term papers, review of books and movies to enhance their writing skills.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The college has 3 ICT enabled classrooms for a more effective teaching-learning process. The Language lab provides an opportunity to the students of rural background to qualitatively improve their spoken English. Through audio-visual aids and 8 computers with attached headphones, students can listen, follow, and imbibe correct pronunciation skills that strengthens their capacity of comprehension and enables them to be more vocal in English speech.

The other 2 ICT enabled rooms are used by all departments according to their teaching requirement. Majorly Geography department, English department, Mass Communication and Journalism department and all Science departments availed this facility successfully.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

### 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

144

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

## 2.4 - Teacher Profile and Quality

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

144

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

### 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

61

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

### 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

1356

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.

**Mechanism of internal assessment is transparent in terms of frequency and mode response:**

**A transparent and systematic process of internal assessments/examinations is followed for all UG**

**and PG Courses.**

**In every on-going semester, 1 internal assessment for theory and practical papers are conducted**

**both for UG & PG courses.**

**Internal assessment marks are added in the final assessment for which an examination cell functions under the aegis of Controller of Examinations.**

The completed assignments are submitted and evaluated maintaining transparency.

During the COVID-19 pandemic, all the internal examinations were conducted virtually through

the online college portal.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://tdbcollege.in/NewLoginPage.aspx">https://tdbcollege.in/NewLoginPage.aspx</a>

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

Mechanism of internal assessment is transparent in terms of frequency and mode response:

A transparent and systematic process of internal assessments/examinations is followed for all UG

and PG Courses.

In every on-going semester, 1 internal assessment for theory and practical papers are conducted

both for UG & PG courses.

Internal assessment marks are added in the final assessment for which an examination cell functions under the aegis of Controller of Examinations.

The completed assignments are submitted and evaluated maintaining transparency.

During the COVID-19 pandemic, all the internal examinations were conducted virtually through

the online college portal.

**B. Methods Adopted for Internal Assessment by the Institute for UG & PG Programs**

Multiple methods of Internal Assessment are conducted:

- Monitoring Class performance
- Written Examination
- Viva voce
- Project Submission
- 

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Learning Outcomes-based Curriculum Framework (LOCF) is framed to cater to the diverse needs of

the students for their higher studies and career choices as per the contemporary changing scenario. The

course and program outcomes are deduced as per the competency of the students at the national and global

level. Students are made aware of the course outcomes through various programmes, classroom

discussions, expert lectures and practical demonstrations. Teachers are also well versed about the

outcomes. The college encourages faculties to join workshops, seminars, conferences and FDPs, thus

enriching themselves to facilitate effective teaching on their part. Teachers actively participate in different

workshops, organized by the University, for upgradation of the current syllabus. It is intended to provide

multidisciplinary knowledge, core skill development, and development of ethical values and positive

attitude among the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

**(A) Continuous Student Evaluation:**

This involves regularly conducting class tests, analyzing each result, mentoring students based on their identified areas of need, conducting extra curricular remedial or tutorial classes, keeping a close eye on each student's attendance, and responding to questions in class.

(B) Student input: The college arranges an orientation program at the beginning of each new Semester to instruct the students regarding Library facilities, existence of ICC and Anti-Ragging Cell, Students' Common Room and other facilities.. (C) Parent Teacher Meetings and Monitoring - Departments ask parents to attend meetings as needed to talk about their wards' progress. This is the regular practice of the Institution, however, most departments were unable to arrange this due to Covid restrictions.

(D) Advancement to Higher Education and Placement - The students' learning results are also demonstrated by their advancement to higher education and placements. At the departmental level, students are encouraged to obtain master's degrees and are given the necessary supervision. Students can obtain different kinds of information about opportunities related to work requirements from the Career Counselling Cell. This Cell also holds regular Campusing programs for the work placement of students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

**2.6.3 - Pass percentage of Students during the year**



**2.6.3.1 - Total number of final year students who passed the university examination during the year****1166**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>
Paste link for the annual report	<b>Nil</b>

**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://tdbcollege.ac.in/naac\\_related\\_documents.php](https://tdbcollege.ac.in/naac_related_documents.php)

**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)****1**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
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**

1

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**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**

23

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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

6

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

The college has been putting its best efforts to make students conscious of the burning social issues and help in their holistic development through its two significant wings—National Cadet Corps (NCC) and National Social Service (NSS). NCC organised Cleanliness Drive of Raniganj Railway Station, interaction with slum-dwellers in East College Para, Safai Abhiyan Rally in the surrounding areas of Raniganj, Swachhta Pakhwada in some areas of Raniganj, Cancer Awareness Rally in the surrounding areas of Raniganj, Pollution Awareness Rally in the college campus and National Voters' Day program in the surrounding areas of Raniganj. During Corona pandemic, it also organised online Fit India Campaign, International Yoga Day and Vaccination camp too. Side by side, the NSS wing also kept up the goal of making students conscious and socially responsible citizens through its two-pronged activity—Regular Activities and Special Camping Activities. The NSS held a wide array of extension activities, such as Awareness against Superstitions, Swachh Bharat Abhiyan, Blood Donation Camp, Mock Drill Disaster Management, Plantation Drive, World Aids Day Meeting, National Youth Week Celebration, Sapling Distribution, Observation of Pulwama Martyrs' Day, Observation of International Women's Day, Republic Day Celebration, Netaji Jayanti, etc.

File Description	Documents
Paste link for additional information	<a href="https://tdbcollege.ac.in/agar_submission.php">https://tdbcollege.ac.in/agar_submission.php</a>
Upload any additional information	No File Uploaded

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
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

0

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 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**

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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**

0

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

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

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

2

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The College has adequate infrastructure for an

all-round teaching-learning process:

- Classrooms (47)
- Laboratories with well-equipped instruments (33)
- Seminar halls (3)
- Classroom with digital display facility (3)
- Internet facilities (2016-2019 LAN connection and 2019-2022 Optical fibre connection).

Language lab (1)

- Other facilities (CCTV surveillance, Biometric attendance machine, a weather station, solar panels)
- The college includes a large campus area of 9.354 acres.

The academic capacity to as many as 28 Honours and 21

Programme courses at Undergraduate level, 7 Postgraduate courses, 6 PhD courses, 1 skill-based program course on Physical Education and 1 Self-Financed Professional Course- BBA with a student's strength of about 5000 and 146 Faculties

The institution offers ICT facilities

Aadequate facilities for cultural activities, sports, games (indoor, outdoor)

- Various cultural programmes are organized.

Large Playground (partial gallery system) for playing football, cricket,

badminton, volleyball and

other NCC, NSS activities

- Indoor games facilities are also available.

Student common room and pocket friendly canteen are available.

There is a well decorated open stage for performing various cultural

activities

- Students take part in several cultural programmes.

Yoga Day is also celebrated on 21st June of every year.

Gymnasium facility is available.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://tdbcollege.ac.in/">https://tdbcollege.ac.in/</a>

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

Students are continuously encouraged to participate in sports and cultural events, and they receive recognition and rewards for it.

Sports: Every year, Intra-and inter-faculty games and sports competitions are organized for students every year. There are facilities at the college for games and sports as well as cultural events. Sporting facilities are available, such as football,

cricket, badminton, and volley ball. There's an indoor playroom where students can play board games, card games, and so forth. Intercollegiate and state levels as well as annual sports are played on the college playground. The college has a multi-gym. Yoga-related activities are also encouraged.

**Cultural:** The college hosts a number of cultural activities on campus to celebrate various occasions like celebration of Independence Day, Republic Day, Saraswati Puja, Rangoli, College Foundation Day, Annual Cultural Programme etc. Events like Dance, Song, Essay, Debate, Recitation, Quiz, and Extempore are organized in different occasions. The college has a sizable auditorium that is used to host these events. With the assistance of RUSA money, the Asansol Durgapur Development Authority (ADDA) is building an auditorium on the library's roof. The college's cultural committee, NCC, NSS, and student council take the lead in planning these kinds of events.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://tdbcollege.ac.in/">https://tdbcollege.ac.in/</a>

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

3

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

3

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)****24.8**

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource**

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

Our College Central Library has used KOHA in order to automate current library

Services. Books on religion, biography, local history, several dictionaries,

encyclopaedia, and other topics are among the 92585 books on a variety of topics

given by T.D.B. College Central Library.

Books: 92,585 (text and references)

Magazines and Journals (Printed): 14 Online Subscription

Newspaper: 5 INFLIBNET N-LIST

Newspaper: 5

Name of ILMS software : KOHA (Version - 22.05)

Nature of automation (fully or partially): Partially.

Year of Automation : 2015

**Central Library:** The college takes great pride in its Central Library, which has its

own building and maintains its collection of books in accordance with the most recent

standards of an institutional library. In order to help students

meet the demands of the CBCS Semester System curriculum and succeed

academically, syllabus-specific materials and reference books are regularly introduced.

**Seminar Libraries:** To assist students with their reference work and to motivate them

toward greater academic achievement, the majority of departments have their own

seminar libraries.

The access to INFLIBNET N-LIST has been a great means of accession to a vast body

of national and international academic publications.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="https://tdbcollege.ac.in/library_at_a_glance.php">https://tdbcollege.ac.in/library_at_a_glance.php</a>

**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** B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### 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)

9.95

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 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

30

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

The college makes investments in ongoing technological advancements and

acquisition of IT equipment in accordance with specifications. The campus has a

well-designed Internet Network (LAN) that provides good connectivity. Main

building, all departments are connected by a LAN server, whereas the Central

Library has its own LAN.

? Thirty locations have LAN networks with WiFi installed. Six classrooms with Wi-Fi and ICT technology are available at the institution. The institute intends to go one step further and build a campus that is Wi-Fi equipped.

? The majority of the departments have broadband internet access, printers, and

computers. Projectors are also available in science departments. Routine

maintenance and upgradation of computers and other accessories are regularly

done.

? The college Central Library frequently subscribes to and makes available e-books and e-journals. Students can also access through Inflibnet.

? The college website is regularly updated to provide online access of notices, events, online learning facilities for the students and all stakeholders.

? The college established a YouTube account to provide recorded lectures, webinar

proceedings, cultural events, and various student activities with a larger audience.

? To further secure the college premises, CCTV cameras have been placed across

the campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://tdbcollege.ac.in/">https://tdbcollege.ac.in/</a>

#### 4.3.2 - Number of Computers

147

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

85.08

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

? **General Management:** Maintenance of physical facilities such as electricity,

telephone, security, office expenses, water tax, CCTV surveillance etc. is done from

grants received from State Government. Regular cleaning and maintenance of

classrooms, laboratories, offices and laboratory equipment is done by nonteaching

staff. The college has a mechanism to dispose waste, including e-waste.

? **Laboratory Management:** Each laboratory has separate stock registers. Instruments are maintained through AMCs. Fire

extinguishers and exhaust fans are present for safety and air freshness.

? **Library Management:** The library committee decides on purchases based on the

courses offered. Withdrawal and weeding of books are also done regularly.

? **Sports Facility Management:** Sports committee looks after the maintenance of the

gymnasium and other indoor and outdoor sports equipment.

? **Computer Management:** Maintenance of computers are done regularly. AMCs for

computers, and printers are in place. A balanced and healthy student-computer ratio

is intended and maintained.

? **Website Management:** It is maintained and updated with the help of external

professionals.

? **Financial Management:** A well-defined purchase policy is followed for all the

purchases made in the college.

? **Safety Management:** Security guards, and CCTVs at points make the campus safe

for all students irrespective of their gender.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://tdbcollege.ac.in/">https://tdbcollege.ac.in/</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

**5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year**

**5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year**

1293

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

**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**

18

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**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	<a href="https://tdbcollege.ac.in/">https://tdbcollege.ac.in/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**0**

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

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded



**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**

**C. Any 2 of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

09

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 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

44

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

**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**

13

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

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 )

In accordance with the directive from the Government of West Bengal, Student Councils in state supported colleges have been put on hold until additional instructions are given. Nevertheless, student representatives have been appointed to different Committees of the college. Student representatives are part of the IQAC, and ICC as well. The representatives fulfill their necessary duty in all college activities where their assistance is needed.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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**

08

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

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

The college has a registered alumni association (Govt. Regd. No. S/IL-522718 of 2008-2009). It is a matter of pride for the college that some existing faculties as well as non-teaching staff are

members of the association. Our alumni association acts as a bridge between a glorious past and a promising present.

**Data Science Club (DSC):** On 22.03.21, the principal launched the DSC, followed by a one-hour introductory webinar. Alumni of the Statistics Department Mr. Abinash Adhikari and Mr. Saikat Mukherjee, who are professionals in data science and Python programming, were featured in the session. Since the club's inauguration, they have been mentoring students as experts in online data science programs. Mr. Adhikari and Mr. Mukherjee are expected to continue their support for TDB College's DSC and programs.

The Alumni Association is an active body that keeps in contact with the college administration in their philanthropic activities. Their aim is to work in tandem with the institution so as to support the college in all its proactive work. The Alumni Association also provides financial advice (C.A. Sarosh Hasan) and legal advice (District Judge Santosh Pathak) to the administration through qualified and successful professionals who are also alumni of this college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The college operates under a framework that is characterized by complete transparency, a commitment to democratic principles, and a decentralized organizational structure, all of which are

meticulously designed to facilitate the provision of a high-quality educational experience for the student demographic, while concurrently fostering a conducive and supportive work environment for the faculty members as well as the non-teaching staff personnel associated with the college.

In a concerted effort to promote holistic development among the student body, the academic institution actively encourages and motivates its students to engage in a variety of extracurricular initiatives, including participation in the National Cadet Corps (NCC), the National Service Scheme (NSS), and an array of sporting activities, all at both the college and university levels.

The teaching staffs of the college is integrally involved as active participants in various esteemed academic committees and bodies, including but not limited to the Board of Studies (BoS), the PhD Board of Research Studies (BRS), the Executive Council (EC), and the Finance Committee (FC) of the affiliated university known as Kazi Nazrul University (KNU).

File Description	Documents
Paste link for additional information	<a href="https://tdbcollege.ac.in/ncc.php">https://tdbcollege.ac.in/ncc.php</a> , <a href="https://tdbcollege.ac.in/nss.php">https://tdbcollege.ac.in/nss.php</a>
Upload any additional information	No File Uploaded

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

The college provides an impressive array of nearly twenty-eight distinct academic programmes that fall within the prestigious honours category, which are specifically designed to cater to the diverse educational needs and aspirations of its students. Among this extensive selection of programmes, it is noteworthy that eight of them are dedicated to offering postgraduate courses, thereby facilitating advanced study and specialization in various fields of academic inquiry. In an effort to promote a decentralized approach to governance and to foster the development of leadership capabilities among its faculty members, the administration has implemented a system in which the coordinatorship of both undergraduate and postgraduate departments is rotated in a manner that is independent of the seniority of the faculty members or any other specific criteria, thus ensuring a fair and equitable distribution of administrative

**responsibilities.**

File Description	Documents
Paste link for additional information	<a href="https://tdbcollege.ac.in/ug_departments.php">https://tdbcollege.ac.in/ug_departments.php</a>
Upload any additional information	No File Uploaded

**6.2 - Strategy Development and Deployment**

## 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Teachers' Council of this esteemed educational institution plays an exceedingly significant and pivotal role in the meticulous and effective facilitation of the institution's smooth operational functioning as well as in the promotion and maintenance of its overarching academic excellence and integrity. Among its primary and fundamental functions, the Council is tasked with various critical responsibilities that include the intricate processes of Academic Decision-Making, the rigorous oversight of the Quality of Education provided, the provision of an Advisory Role aimed at fostering good governance practices, the promotion of the Welfare of Teachers within the institution, and, most importantly, the essential task of Coordination with the Administration to ensure alignment and synergy across various departments.

The meetings of the Teachers' Council are convened periodically to engage in comprehensive discussions regarding a wide array of pertinent academic issues, such as the effective commencement and organization of academic sessions, as well as the intricate coordination of examination schedules and protocols to ensure that all academic activities proceed without interruption.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://tdbcollege.ac.in/teachers_council.php">https://tdbcollege.ac.in/teachers_council.php</a>
Upload any additional information	No File Uploaded

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

The institution of higher learning has meticulously devised an intricately organized administrative framework that is composed of four principal divisions, namely the administrative wing, the Teachers' Council, the academic wing, and the finance wing, each of which plays a crucial role in the overall governance and operational efficiency of the college. Within this multifaceted structure, a variety of specialized subcommittees and administrative bodies operate, each tasked with specific responsibilities that contribute to the institution's overarching objectives and mission. The comprehensive oversight and evaluation of all institutional entities are conducted by the college's Governing Body, which ensures that each component adheres to established standards and protocols, all while functioning under the proactive direction and strategic guidance of the Internal Quality Assurance Cell (IQAC). At the helm of this complex administrative apparatus, the Principal serves as the principal executive officer, effectively coordinating and leading all organizational bodies to ensure seamless functionality and adherence to the college's educational vision.

File Description	Documents
Paste link for additional information	<a href="https://tdbcollege.ac.in/governing_body.php">https://tdbcollege.ac.in/governing_body.php</a>
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

**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	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

### 6.3 - Faculty Empowerment Strategies

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

The administrative body of the college is unequivocally dedicated to providing comprehensive support to its faculty members and its non-teaching staff through a myriad of welfare initiatives to enhance their overall well-being. Among those, two specific programs are be elaborated here under:

1. The faculty members are afforded the flexibility to voluntarily enrol in the West Bengal Health Scheme, which offers a plethora of benefits. This initiative, which has been established by the government, aims to provide substantial health-related support to college instructors, thereby ensuring their physical and mental well-being. A dedicated committee has been formed for this, consisting of knowledgeable individuals. Currently, a total of fourteen faculty members are opted to this scheme.
1. In recognition of the fact that the college is endowed with an ample number of residential quarter accommodations situated on the college campus, there exists a specialized committee tasked with the maintenance of these quarters, aimed at benefitting both the residential faculty members and the non-teaching staff. This college quarter maintenance committee operates with the purpose of ensuring that the living conditions within these quarters are maintained to a high standard, contributing to the overall quality of life for those who reside there.



File Description	Documents
Paste link for additional information	<a href="https://tdbcollege.ac.in/committees.php">https://tdbcollege.ac.in/committees.php</a>
Upload any additional information	No File Uploaded

**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**

Nil

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

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

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

1

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

**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**

37

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

Nil

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 6.4 - Financial Management and Resource Mobilization

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

The College diligently conducts both internal and external financial audits on a regular basis. It must be noted that due to pandemic the DPI was unable to appoint External Auditors for the college and hence only Internal Audit was conducted for the Financial Years 2019-20 and 2020-21. Hence the financial audit for the year 2021-22 is still due.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

Nil

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

Nil

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 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. IQAC guides the overall academic activities of the college, like preparation of academic calendar, conduction of examinations, encouraging the faculties to participate in professional development courses, organizing workshops and seminars/webinars, research activities etc.
2. It assists the faculty members in preparation of CAS promotion files and related activities. It also makes necessary arrangements to form the screening committee for CAS.

File Description	Documents
Paste link for additional information	<a href="https://tdbcollege.ac.in/images/uploads/Academic%20Calendar%202021-22.pdf">https://tdbcollege.ac.in/images/uploads/Academic%20Calendar%202021-22.pdf</a>
Upload any additional information	No File Uploaded

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

Through the systematic and rigorous collection of annual feedback obtained from the student body, a comprehensive assessment of various aspects of the educational experience, including but not limited to teaching methodologies, administrative office functions, and ancillary services, is conducted with the aim of implementing meaningful improvements. This feedback is subjected to thorough review and analysis by the relevant academic committees. In this process, specific problem areas are meticulously identified, and the Internal Quality Assurance Committee (IQAC) is tasked with devising and proposing effective solutions to surmount the challenges that have been highlighted.

In addition to this feedback mechanism, a continuous and ongoing evaluation of student performance is carried out through the administration of diverse assignments, which are systematically assigned to students and subsequently collected and evaluated via the institution's e-learning portal, thereby ensuring a robust assessment framework.

File Description	Documents
Paste link for additional information	<a href="https://tdbcollege.in/NewLoginPage.aspx">https://tdbcollege.in/NewLoginPage.aspx</a>
Upload any additional information	<a href="#">View File</a>

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

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://tdbcollege.ac.in/nirf.php">https://tdbcollege.ac.in/nirf.php</a> , <a href="https://tdbcollege.ac.in/agar_submission.php">https://tdbcollege.ac.in/agar_submission.php</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>
Upload details of Quality assurance initiatives of the institution (Data Template)	<b>No File Uploaded</b>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

The institution of higher learning has embarked upon a multitude of strategic initiatives aimed at fostering an environment of gender equity, which includes the establishment of a dedicated

common room exclusively for female students, thereby ensuring that they have a safe and secure space for their leisure and recreational activities.

In addition to these provisions, there exists a considerable presence of security personnel who are specifically tasked with overseeing the safety and well-being of female students, while also addressing various related concerns that fall under the jurisdiction of law and order. Furthermore, female students are afforded the opportunity to apply for distinct scholarships designated for girls, titled "Kanaysree" which are made available in accordance with the established norms and policies set forth by the Government of West Bengal.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

**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**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

To promote a green campus environment, the college implements a waste management policy both in theory and in practice. In this regard, the college administration has implemented policies that separate biodegradable and non-biodegradable trash at the source.

As a result, distinct bins have been positioned throughout the campus for students, staff, and faculty to periodically collect particular waste materials. The municipal bodies are ultimately collecting the waste stuff on a regular basis.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

**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** **E. None of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:** **C. Any 2 of the above**

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
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**

**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**  
**5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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).

**Nil**

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

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

The annual library orientation program is meticulously organized each year with the explicit purpose of enlightening and sensitizing newly admitted students concerning the essential values, entitlements, obligations, and responsibilities that they hold in relation to the college that they are now a part of. The primary objective of this comprehensive initiative is to ensure that students are thoroughly informed about the extensive array of library resources available to them and to encourage their effective and optimal utilization in order to enhance their academic pursuits. In addition to this critical aspect, the orientation also serves to educate students about their respective duties and rights pertaining to their engagement with the college community, thereby nurturing a deeper understanding of their place within the academic environment.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**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** **D. Any 1 of the above**

**the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff**

**4. Annual awareness programmes on Code of Conduct are organized**

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

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

**Celebration of National & International commemorative days (such as Independence day, Republic day, World Environmental day etc) with active participation of both Teachers & Students, , various debates competitions, drawing competition etc.**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
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.

### 1. Library Orientation

**The central library organises Library Orientation Program every year for the newly admitted students.**

## Objectives of the Practice

To introduce the central and seminar library resources and services. Apart from that, the college authority make the newly admitted students aware about the code of conducts and ethical values of the college life.

## Problems Encountered and Resources Required

More library staff and computers with internet facilities are required to provide a better service to the large number of students.

## 2. Jiyon Kathi

An initiative by the college authority to mentor the underprivileged children of the Raniganj colliery belt.

## Objectives of the Practice

Here the teachers, students, office staffs of the college voluntarily mentor the local under privileged children for their school curriculum and cocurricular activities.

## Problems Encountered and Resources Required

As it is not a registered regular school, many of the children are irregular in the classes or special events. Most of them are school drop outs.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.3 - Institutional Distinctiveness

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

The College provides educational opportunities to a highly diverse and multifaceted student community, which encompasses individuals hailing from various caste, religious, and economic backgrounds. A significant proportion of the student body is belonging to the economically backward classes, who often face numerous financial

challenges that can impede their educational pursuits. In an effort to alleviate the financial burdens that have been exacerbated by the unprecedented circumstances surrounding the Covid-19 pandemic, the college authority has implemented measures to reduce the economic pressure on these students through the provision of both half and full tuition fee waivers. As a direct result of these financial support initiatives, a total of one hundred twenty-nine students have been able to benefit from this generous assistance, which has played a crucial role in facilitating their continued education during these tough times. The cumulative amount of financial concessions that were granted to these students was an impressive sum of Rupees 1,21,890.00 (Rupees one lakh twenty-one thousand eight hundred and ninety only), thereby reflecting the college's commitment to fostering an inclusive and supportive academic environment for the students.

## 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

The institution has implemented a well-designed curriculum from Kazi

Nazrul University (KNU) in accordance with the UGC regulation. The LOCF upgraded CBCS curriculum aims to inspire students which follows the

college's mission of a multi-layered academic growth.

The duties include the following:

1. Several departments are equipped with modern instruments in laboratories where practical demonstration with student's active participation is encouraged.

2. Educational tours/field works are conducted by the college as per requirement of the present curriculum.

3. Student Seminars, Poster Competitions, Workshops, Observation of important days such as World Environment Day, No Tobacco Day; Rabindra Jayanti;

Science fairs.

4. Renowned scientists, learned academicians from other institutions are invited to deliver special lectures.

5. Cultural programmes and Sports are conducted to inspire and encourage cocurricular activities among the students.

6. The institution receives grants from the UGC/RUSA to buy new equipments, library books, computers, instruments and other requisites.

7. During the COVID Pandemic, a well planned e-portal was introduced and developed for the uninterrupted conduction of teaching-learning process through the online mode.

8. Online classroom teaching, uploading of study materials, lecture videos, audio recordings; submission of assignments, projects, MCQ tests, University Examinations etc. were carried out using the institutional portal.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

1. After commencement of each semester, a Teacher's Council meeting is conducted to distribute the

academic duties to all the teaching faculties

a. Preparation of an academic calendar as per the academic calendar provided by the affiliating university.

b. Preparing a suitable time table from the Master Routine

c. Distribution of classes among the faculties by the respective departmental Coordinators through departmental meetings.

d. Circulation of the time table among the students of each Department through notification.

e. Requisite modifications in the class schedule is made as per the demand of the new curriculum provided by the University.

2. The syllabus is distributed through a departmental meeting amongst the faculty members of each department by the Coordinators. It is the responsibility of the concerned teachers to complete the syllabus assigned to them within the stipulated timeframe.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 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**

55

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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)**

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	No File Uploaded

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**

0

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

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

**1.3 - Curriculum Enrichment**

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

The institution follows programmes integrating crosscutting issues of gender,

human values as well as Environment and Sustainability. A well-defined curriculum design offered by

Kazi Nazrul University. Gender topics are studied in English (Women's Writing, Paper code BAHENG602) and Political Science. For example, the curriculum of English,

incorporates, a paper titled, and in Political Science (Feminism: Theory and Practice, Gender and Politics in



India, Paper Code

BAHPLSDSE505),

Human Rights issues are addressed in subjects like

Sanskrit(Ethical and Moral Issues in

Paper Code BAHSNSSE401), Political Science(Human Rights: Theory and Practice, paper Code BAHPLSDSE501), Urdu and Geography (Research and

Publication Ethics, PHDURDUC102 is taught in the PhD. course work).

The Department of Environmental Science teaches

Fundamentals of Environment Studies,( Paper Code:

AECC-101) which incorporates awareness and knowledge of Environmental biodiversity and its sustainable development. The Department of Geography also teaches this in Paper: Environment and Natural Resource

Management(Paper Code: BSCHGEOC402). This teaches

distribution, utilization and proper management of natural resources

In the curriculum of

Zoology, the Ecology paper, Paper Code: BSCHZOO102, imparts the knowledge about the balance

between bioscene and anthropocene.

The Department of Sanskrit also has crosscutting issues on

environment and sustainability in Paper Code: BAHSNSDSE603.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

16

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

### 1.3.3 - Number of students undertaking project work/field work/ internships

2142

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

<b>1.4 - Feedback System</b>	
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>B. Any 3 of the above</b>
<b>File Description</b>	<b>Documents</b>
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<b>No File Uploaded</b>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>C. Feedback collected and analyzed</b>
<b>File Description</b>	<b>Documents</b>
Upload any additional information	<b>No File Uploaded</b>
URL for feedback report	<a href="https://tdbcollege.ac.in/naac_related_documents.php">https://tdbcollege.ac.in/naac_related_documents.php</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of sanctioned seats during the year</b>	
<b>3961</b>	
<b>File Description</b>	<b>Documents</b>
Any additional information	<b>No File Uploaded</b>
Institutional data in prescribed format	<a href="#">View File</a>
<b>2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC,</b>	

**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**

634

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**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

College is ever aware that learning is incomplete without adequate assessment. The institution organizes a process of continuous internal assessment to measure the assimilation of subjects taught. The weaker students are given multiple chances to improve their knowledge bank. This assessment is done through various methods conducive for students'

comprehension, such as through MCQ, written Question Answer pattern, Assignments, Projects, Viva Voce, Seminar presentations and poster presentations. Their learning progress is also assessed during the College exhibition, when their learning is practically tested. Science and Commerce students receive hands-on training through their practical classes/projects/Fieldworks.

College also organizes National/State-level Seminars to inspire and enhance their subject knowledge on a broader spectrum. However it must be noted that the institution was running virtually upto the middle of November, after which stringent Covid protection was implemented. Hence number of such Seminars are few in this particular year.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
4897	144

File Description	Documents
Any additional information	<a href="#">View File</a>

**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

1. The college has B. Sc./ M. Sc. that incorporate practical experimentation.

2. Geography, Zoology, Botany and Geology departments arrange fieldwork/excursions to provide first hand

experience of field data collection/analysis .

3. In the Postgraduate courses in Zoology and Chemistry, students carry out project works under the

supervision of faculties that enhance their conception and encourage scientific thought.

**Participative learning**

1. Students are encouraged to participate in various co-curricular activities like sports, exhibitions, and cultural programs. An active NCC (National Cadet Corps) in the college inspires characterdevelopment, comradeship, discipline, leadership, secular outlook, spirit of adventure and selfless service

2. To enhance advanced scientific knowledge, students participate in seminars and

webinars.

3. Students are encouraged to nourish their writing ability and creativity by contributing on Wall Magazines.

4. Students actively participate in National Service Scheme

(NSS) and other community Outreaches.

#### Problem-solving methodologies

1. Teachers are encouraged to identify differential learning problems and find remedial techniques.
2. Teachers inspire students to choose appropriate MOOCs courses like e-Pathsala, Swayam, NPTEL.
3. Students are engaged in writing term papers, review of books and movies to enhance their writing skills.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The college has 3 ICT enabled classrooms for a more effective teaching-learning process. The Language lab provides an opportunity to the students of rural background to qualitatively improve their spoken English. Through audio-visual aids and 8 computers with attached headphones, students can listen, follow, and imbibe correct pronunciation skills that strengthens their capacity of comprehension and enables them to be more vocal in English speech.

The other 2 ICT enabled rooms are used by all departments according to their teaching requirement. Majorly Geography department, English department, Mass Communication and Journalism department and all Science departments availed this facility successfully.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

**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**

144

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

**2.4 - Teacher Profile and Quality****2.4.1 - Number of full time teachers against sanctioned posts during the year**

144

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

**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**

61

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

### 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

1356

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 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.

Mechanism of internal assessment is transparent in terms of frequency and mode response:

A transparent and systematic process of internal assessments/examinations is followed for all UG

and PG Courses.

In every on-going semester, 1 internal assessment for theory and practical papers are conducted

both for UG & PG courses.

Internal assessment marks are added in the final assessment for which an examination cell functions under the aegis of Controller of Examinations.

The completed assignments are submitted and evaluated



maintaining transparency.

During the COVID-19 pandemic, all the internal examinations were conducted virtually through

the online college portal.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://tdbcollege.in/NewLoginPage.aspx">https://tdbcollege.in/NewLoginPage.aspx</a>

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

Mechanism of internal assessment is transparent in terms of frequency and mode response:

A transparent and systematic process of internal assessments/examinations is followed for all UG

and PG Courses.

In every on-going semester, 1 internal assessment for theory and practical papers are conducted

both for UG & PG courses.

Internal assessment marks are added in the final assessment for which an examination cell functions under the aegis of Controller of Examinations.

The completed assignments are submitted and evaluated maintaining transparency.

During the COVID-19 pandemic, all the internal examinations were conducted virtually through

the online college portal.

**B. Methods Adopted for Internal Assessment by the Institute for UG & PG Programs**

Multiple methods of Internal Assessment are conducted:

- Monitoring Class performance
- Written Examination
- Viva voce
- Project Submission
- 

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Learning Outcomes-based Curriculum Framework (LOCF) is framed to cater to the diverse needs of the students for their higher studies and career choices as per the contemporary changing scenario. The course and program outcomes are deduced as per the competency of the students at the national and global level. Students are made aware of the course outcomes through various programmes, classroom discussions, expert lectures and practical demonstrations. Teachers are also well versed about the outcomes. The college encourages faculties to join workshops, seminars, conferences and FDPs, thus enriching themselves to facilitate effective teaching on their part. Teachers actively participate in different workshops, organized by the University, for upgradation of the current syllabus. It is intended to provide multidisciplinary knowledge, core skill development, and development of ethical values and positive attitude among the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

**(A) Continuous Student Evaluation:**

This involves regularly conducting class tests, analyzing each result, mentoring students based on their identified areas of need, conducting extra curricular remedial or tutorial classes, keeping a close eye on each student's attendance, and responding to questions in class.

**(B) Student input:** The college arranges an orientation program at the beginning of each new Semester to instruct the students regarding Library facilities, existence of ICC and Anti-Ragging Cell, Students' Common Room and other facilities.. **(C) Parent Teacher Meetings and Monitoring -** Departments ask parents to attend meetings as needed to talk about their wards' progress. This is the regular practice of the Institution, however, most departments were unable to arrange this due to Covid restrictions.

**(D) Advancement to Higher Education and Placement -** The students' learning results are also demonstrated by their advancement to higher education and placements. At the departmental level, students are encouraged to obtain master's degrees and are given the necessary supervision. Students can obtain different kinds of information about opportunities related to work requirements from the Career Counselling Cell. This Cell also holds regular Campusing programs for the work placement of students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

**2.6.3 - Pass percentage of Students during the year****2.6.3.1 - Total number of final year students who passed the university examination during the year**

1166

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

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

[https://tdbcollege.ac.in/naac\\_related\\_documents.php](https://tdbcollege.ac.in/naac_related_documents.php)

**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)**

1

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

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
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**

1

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**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**

23

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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

6

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

The college has been putting its best efforts to make students conscious of the burning social issues and help in their holistic development through its two significant wings—National Cadet Corps (NCC) and National Social Service (NSS). NCC organised Cleanliness Drive of Raniganj Railway Station, interaction with slum-dwellers in East College Para, Safai Abhiyan Rally in the surrounding areas of Raniganj, Swachhta Pakhwada in some areas of Raniganj, Cancer Awareness Rally in the surrounding areas of Raniganj, Pollution Awareness Rally in the college campus and National Voters' Day program in the surrounding areas of Raniganj. During Corona pandemic, it also organised online Fit India Campaign, International Yoga Day and Vaccination camp too. Side by side, the NSS wing also kept up the goal of making students conscious and socially responsible citizens through its two-pronged activity—Regular Activities and Special Camping Activities. The NSS held a wide array of extension activities, such as Awareness against Superstitions, Swachh Bharat Abhiyan, Blood Donation Camp, Mock Drill Disaster Management, Plantation Drive, World Aids Day Meeting, National

Youth Week Celebration, Sapling Distribution, Observation of Pulwama Martyrs' Day, Observation of International Women's Day, Republic Day Celebration, Netaji Jayanti, etc.

File Description	Documents
Paste link for additional information	<a href="https://tdbcollege.ac.in/aqar_submission.php">https://tdbcollege.ac.in/aqar_submission.php</a>
Upload any additional information	No File Uploaded

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
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

0

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 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

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

0

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

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



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

2

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

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

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

The College has adequate infrastructure for an all-round teaching-learning process:

- Classrooms (47)
- Laboratories with well-equipped instruments (33)
- Seminar halls (3)
- Classroom with digital display facility (3)
- Internet facilities (2016-2019 LAN connection and 2019-2022 Optical fibre connection).

Language lab (1)

- Other facilities (CCTV surveillance, Biometric attendance machine, a weather station, solar panels)
- The college includes a large campus area of 9.354 acres.

The academic capacity to as many as 28 Honours and 21

Programme courses at Undergraduate level, 7 Postgraduate courses, 6 PhD courses, 1 skill-based program course on Physical Education and 1 Self-Financed Professional Course- BBA with a student's strength of about 5000 and 146 Faculties

The institution offers ICT facilities

Aadequate facilities for cultural activities, sports, games (indoor, outdoor)

- Various cultural programmes are organized.

Large Playground (partial gallery system) for playing football, cricket,

badminton, volleyball and

other NCC, NSS activities

- Indoor games facilities are also available.

Student common room and pocket friendly canteen are available.

There is a well decorated open stage for performing various cultural

activities

- Students take part in several cultural programmes.

Yoga Day is also celebrated on 21st June of every year.

Gymnasium facility is available.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://tdbcollege.ac.in/">https://tdbcollege.ac.in/</a>

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

Students are continuously encouraged to participate in sports and cultural events, and they receive recognition and rewards

for it.

**Sports:** Every year, Intra-and inter-faculty games and sports competitions are organized for students every year. There are facilities at the college for games and sports as well as cultural events. Sporting facilities are available, such as football, cricket, badminton, and volley ball. There's an indoor playroom where students can play board games, card games, and so forth. Intercollegiate and state levels as well as annual sports are played on the college playground. The college has a multi-gym. Yoga-related activities are also encouraged.

**Cultural:** The college hosts a number of cultural activities on campus to celebrate various occasions like celebration of Independence Day, Republic Day, Saraswati Puja, Rangoli, College Foundation Day, Annual Cultural Programme etc. Events like Dance, Song, Essay, Debate, Recitation, Quiz, and Extempore are organized in different occasions. The college has a sizable auditorium that is used to host these events. With the assistance of RUSA money, the Asansol Durgapur Development Authority (ADDA) is building an auditorium on the library's roof. The college's cultural committee, NCC, NSS, and student council take the lead in planning these kinds of events.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://tdbcollege.ac.in/">https://tdbcollege.ac.in/</a>

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

3

##### **4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

3

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

24.8

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

Our College Central Library has used KOHA in order to automate current library

Services. Books on religion, biography, local history, several dictionaries,

encyclopaedia, and other topics are among the 92585 books on a variety of topics

given by T.D.B. College Central Library.

Books: 92,585 (text and references)

Magazines and Journals (Printed): 14 Online Subscription

Newspaper: 5 INFLIBNET N-LIST

Newspaper: 5

Name of ILMS software : KOHA (Version - 22.05)

Nature of automation (fully or partially): Partially.

Year of Automation : 2015

Central Library: The college takes great pride in its Central Library, which has its

own building and maintains its collection of books in accordance with the most recent

standards of an institutional library. In order to help students

meet the demands of the CBCS Semester System curriculum and succeed

academically, syllabus-specific materials and reference books are regularly introduced.

Seminar Libraries: To assist students with their reference work and to motivate them

toward greater academic achievement, the majority of departments have their own

seminar libraries.

The access to INFLIBNET N-LIST has been a great means of accession to a vast body

of national and international academic publications.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="https://tdbcollege.ac.in/library_at_a_glance.php">https://tdbcollege.ac.in/library_at_a_glance.php</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)**

**9.95**

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**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**

**30**

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

The college makes investments in ongoing technological advancements and acquisition of IT equipment in accordance with specifications. The campus has a well-designed Internet Network (LAN) that provides good connectivity. Main building, all departments are connected by a LAN server, whereas the Central Library has its own LAN.

? Thirty locations have LAN networks with WiFi installed. Six classrooms with Wi-Fi and ICT technology are available at the institution. The institute intends to go one step further and build a campus that is Wi-Fi equipped.

? The majority of the departments have broadband internet access, printers, and computers. Projectors are also available in science departments. Routine maintenance and upgradation of computers and other accessories are regularly done.

? The college Central Library frequently subscribes to and makes available e-books and e-journals. Students can also access through Inflightnet.

? The college website is regularly updated to provide online access of notices, events, online learning facilities for the

students and all stakeholders.

? The college established a YouTube account to provide recorded lectures, webinar

proceedings, cultural events, and various student activities with a larger audience.

? To further secure the college premises, CCTV cameras have been placed across

the campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://tdbcollege.ac.in/">https://tdbcollege.ac.in/</a>

#### 4.3.2 - Number of Computers

147

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)



85.08

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

? **General Management:** Maintenance of physical facilities such as electricity, telephone, security, office expenses, water tax, CCTV surveillance etc. is done from grants received from State Government. Regular cleaning and maintenance of classrooms, laboratories, offices and laboratory equipment is done by nonteaching staff. The college has a mechanism to dispose waste, including e-waste.

? **Laboratory Management:** Each laboratory has separate stock registers. Instruments are maintained through AMCs. Fire extinguishers and exhaust fans are present for safety and air freshness.

? **Library Management:** The library committee decides on purchases based on the courses offered. Withdrawal and weeding of books are also done regularly.

? **Sports Facility Management:** Sports committee looks after the maintenance of the

gymnasium and other indoor and outdoor sports equipment.

? Computer Management: Maintenance of computers are done regularly. AMCs for

computers, and printers are in place. A balanced and healthy student-computer ratio

is intended and maintained.

? Website Management: It is maintained and updated with the help of external

professionals.

? Financial Management: A well-defined purchase policy is followed for all the

purchases made in the college.

? Safety Management: Security guards, and CCTVs at points make the campus safe

for all students irrespective of their gender.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://tdbcollege.ac.in/">https://tdbcollege.ac.in/</a>

## 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

1293

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

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

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

18

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**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	<a href="https://tdbcollege.ac.in/">https://tdbcollege.ac.in/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

0

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

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

**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**

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

**5.2 - Student Progression****5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

09

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**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**

44

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

**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**

13

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

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 )

In accordance with the directive from the Government of West Bengal, Student Councils in state supported colleges have been put on hold until additional instructions are given. Nevertheless, student representatives have been appointed to different Committees of the college. Student representatives are part of the IQAC, and ICC as well. The representatives fulfill their necessary duty in all college activities where their assistance is needed.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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**

08

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 5.4 - Alumni Engagement

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

The college has a registered alumni association (Govt. Regd. No. S/IL-522718 of 2008-2009). It is a matter of pride for the college that some existing faculties as well as non-teaching staff are members of the association. Our alumni association acts as a bridge between a glorious past and a promising present.

Data Science Club (DSC): On 22.03.21, the principal launched the DSC, followed by a one-hour introductory webinar. Alumni of the Statistics Department Mr. Abinash Adhikari and Mr. Saikat Mukherjee, who are professionals in data science and Python programming, were featured in the session. Since the club's inauguration, they have been mentoring students as experts in online data science programs. Mr. Adhikari and Mr. Mukherjee are expected to continue their support for TDB College's DSC and programs.

The Alumni Association is an active body that keeps in contact with the college administration in their philanthropic activities. Their aim is to work in tandem with the institution so as to support the college in all its proactive work. The Alumni Association also provides financial advice (C.A. Sarosh Hasan) and legal advice (District Judge Santosh Pathak) to the administration through qualified and successful professionals who are also alumni of this college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The college operates under a framework that is characterized by complete transparency, a commitment to democratic principles, and a decentralized organizational structure, all of which are meticulously designed to facilitate the provision of a high-quality educational experience for the student demographic, while concurrently fostering a conducive and supportive work environment for the faculty members as well as the non-teaching staff personnel associated with the college.

In a concerted effort to promote holistic development among the student body, the academic institution actively encourages and motivates its students to engage in a variety of extracurricular initiatives, including participation in the National Cadet Corps (NCC), the National Service Scheme (NSS), and an array of sporting activities, all at both the college and university levels.

The teaching staffs of the college is integrally involved as active participants in various esteemed academic committees and bodies, including but not limited to the Board of Studies (BoS), the PhD Board of Research Studies (BRS), the Executive Council (EC), and the Finance Committee (FC) of the affiliated university known as Kazi Nazrul University (KNU).



File Description	Documents
Paste link for additional information	<a href="https://tdbcollege.ac.in/ncc.php">https://tdbcollege.ac.in/ncc.php</a> , <a href="https://tdbcollege.ac.in/nss.php">https://tdbcollege.ac.in/nss.php</a>
Upload any additional information	No File Uploaded

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

The college provides an impressive array of nearly twenty-eight distinct academic programmes that fall within the prestigious honours category, which are specifically designed to cater to the diverse educational needs and aspirations of its students. Among this extensive selection of programmes, it is noteworthy that eight of them are dedicated to offering postgraduate courses, thereby facilitating advanced study and specialization in various fields of academic inquiry. In an effort to promote a decentralized approach to governance and to foster the development of leadership capabilities among its faculty members, the administration has implemented a system in which the coordinatorship of both undergraduate and postgraduate departments is rotated in a manner that is independent of the seniority of the faculty members or any other specific criteria, thus ensuring a fair and equitable distribution of administrative responsibilities.

File Description	Documents
Paste link for additional information	<a href="https://tdbcollege.ac.in/ug_departments.php">https://tdbcollege.ac.in/ug_departments.p hp</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Teachers' Council of this esteemed educational institution plays an exceedingly significant and pivotal role in the meticulous and effective facilitation of the institution's smooth operational functioning as well as in the promotion and maintenance of its overarching academic excellence and integrity. Among its primary and fundamental functions, the Council is tasked with various critical responsibilities that

include the intricate processes of Academic Decision-Making, the rigorous oversight of the Quality of Education provided, the provision of an Advisory Role aimed at fostering good governance practices, the promotion of the Welfare of Teachers within the institution, and, most importantly, the essential task of Coordination with the Administration to ensure alignment and synergy across various departments.

The meetings of the Teachers' Council are convened periodically to engage in comprehensive discussions regarding a wide array of pertinent academic issues, such as the effective commencement and organization of academic sessions, as well as the intricate coordination of examination schedules and protocols to ensure that all academic activities proceed without interruption.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://tdbcollege.ac.in/teachers_council.php">https://tdbcollege.ac.in/teachers_council.php</a>
Upload any additional information	No File Uploaded

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

The institution of higher learning has meticulously devised an intricately organized administrative framework that is composed of four principal divisions, namely the administrative wing, the Teachers' Council, the academic wing, and the finance wing, each of which plays a crucial role in the overall governance and operational efficiency of the college. Within this multifaceted structure, a variety of specialized subcommittees and administrative bodies operate, each tasked with specific responsibilities that contribute to the institution's overarching objectives and mission. The comprehensive oversight and evaluation of all institutional entities are conducted by the college's Governing Body, which ensures that each component adheres to established standards and protocols, all while functioning under the proactive direction and strategic guidance of the Internal Quality Assurance Cell (IQAC). At the helm of this complex administrative apparatus, the Principal serves as the principal executive officer, effectively

coordinating and leading all organizational bodies to ensure seamless functionality and adherence to the college's educational vision.

File Description	Documents
Paste link for additional information	<a href="https://tdbcollege.ac.in/governing_body.p hp">https://tdbcollege.ac.in/governing_body.p hp</a>
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

### 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	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

### 6.3 - Faculty Empowerment Strategies

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

The administrative body of the college is unequivocally dedicated to providing comprehensive support to its faculty members and its non-teaching staff through a myriad of welfare initiatives to enhance their overall well-being. Among those, two specific programs are be elaborated here under:

1. The faculty members are afforded the flexibility to voluntarily enrol in the West Bengal Health Scheme, which offers a plethora of benefits. This initiative, which has been established by the government, aims to provide substantial health-related support to college

instructors, thereby ensuring their physical and mental well-being. A dedicated committee has been formed for this, consisting of knowledgeable individuals. Currently, a total of fourteen faculty members are opted to this scheme.

1. In recognition of the fact that the college is endowed with an ample number of residential quarter accommodations situated on the college campus, there exists a specialized committee tasked with the maintenance of these quarters, aimed at benefitting both the residential faculty members and the non-teaching staff. This college quarter maintenance committee operates with the purpose of ensuring that the living conditions within these quarters are maintained to a high standard, contributing to the overall quality of life for those who reside there.

File Description	Documents
Paste link for additional information	<a href="https://tdbcollege.ac.in/committees.php">https://tdbcollege.ac.in/committees.php</a>
Upload any additional information	No File Uploaded

### **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**

**Nil**

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

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

**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year****1**

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

**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****37**

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

Nil

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**6.4 - Financial Management and Resource Mobilization**

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

The College diligently conducts both internal and external financial audits on a regular basis. It must be noted that due to pandemic the DPI was unable to appoint External Auditors for the college and hence only Internal Audit was conducted for the Financial Years 2019-20 and 2020-21. Hence the financial audit for the year 2021-22 is still due.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

Nil

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

Nil

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

### 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. IQAC guides the overall academic activities of the college, like preparation of academic calendar, conduction of examinations, encouraging the faculties to participate in professional development courses, organizing workshops and seminars/webinars, research activities etc.
2. It assists the faculty members in preparation of CAS promotion files and related activities. It also makes necessary arrangements to form the screening committee for CAS.

File Description	Documents
Paste link for additional information	<a href="https://tdbcollege.ac.in/images/uploads/Academic%20Calendar%202021-22.pdf">https://tdbcollege.ac.in/images/uploads/Academic%20Calendar%202021-22.pdf</a>
Upload any additional information	No File Uploaded

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

Through the systematic and rigorous collection of annual feedback obtained from the student body, a comprehensive assessment of various aspects of the educational experience, including but not limited to teaching methodologies, administrative office functions, and ancillary services, is conducted with the aim of implementing meaningful improvements. This feedback is subjected to thorough review and analysis by the relevant academic committees. In this process, specific problem areas are meticulously identified, and the Internal Quality Assurance Committee (IQAC) is tasked with devising and proposing effective solutions to surmount the challenges that have been highlighted. In addition to this feedback mechanism, a continuous and ongoing evaluation of student performance is carried out through the administration of diverse assignments, which are systematically assigned to students and subsequently collected and evaluated via the institution's e-learning portal, thereby ensuring a robust assessment framework.

File Description	Documents
Paste link for additional information	<a href="https://tdbcollege.in/NewLoginPage.aspx">https://tdbcollege.in/NewLoginPage.aspx</a>
Upload any additional information	<a href="#">View File</a>

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

**B. Any 3 of the above**



File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://tdbcollege.ac.in/nirf.php">https://tdbcollege.ac.in/nirf.php</a> , <a href="https://tdbcollege.ac.in/aqar_submission.php">https://tdbcollege.ac.in/aqar_submission.php</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

The institution of higher learning has embarked upon a multitude of strategic initiatives aimed at fostering an environment of gender equity, which includes the establishment of a dedicated common room exclusively for female students, thereby ensuring that they have a safe and secure space for their leisure and recreational activities.

In addition to these provisions, there exists a considerable presence of security personnel who are specifically tasked with overseeing the safety and well-being of female students, while also addressing various related concerns that fall under the jurisdiction of law and order. Furthermore, female students are afforded the opportunity to apply for distinct scholarships designated for girls, titled "Kanaysree" which are made available in accordance with the established norms and policies set forth by the Government of West Bengal.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

**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

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

To promote a green campus environment, the college implements a waste management policy both in theory and in practice. In this regard, the college administration has implemented policies that separate biodegradable and non-biodegradable trash at the source. As a result, distinct bins have been positioned throughout the campus for students, staff, and faculty to periodically collect particular waste materials. The municipal bodies are ultimately collecting the waste stuff on a regular basis.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

**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**

**E. None of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

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

**C. Any 2 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
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**

**D. Any 1 of the above**

**energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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).

Nil

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

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

The annual library orientation program is meticulously organized each year with the explicit purpose of enlightening and sensitizing newly admitted students concerning the essential values, entitlements, obligations, and responsibilities that they hold in relation to the college that they are now a part of. The primary objective of this comprehensive initiative is to ensure that students are thoroughly informed about the extensive array of library resources available to them and to encourage their effective and optimal utilization in order to enhance their academic pursuits. In addition to this critical aspect, the orientation also serves to educate students about their respective duties and rights pertaining to their engagement with the college community, thereby nurturing a deeper understanding of their place within the academic environment.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
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**

D. Any 1 of the above

**on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff**  
**4. Annual awareness programmes on Code of Conduct are organized**

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

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

**Celebration of National & International commemorative days (such as Independence day, Republic day, World Environmental day etc) with active participation of both Teachers & Students, , various debates competitions, drawing competition etc.**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
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.

### 1. Library Orientation

**The central library organises Library Orientation Program every**

year for the newly admitted students.

#### Objectives of the Practice

To introduce the central and seminar library resources and services. Apart from that, the college authority make the newly admitted students aware about the code of conducts and ethical values of the college life.

#### Problems Encountered and Resources Required

More library staff and computers with internet facilities are required to provide a better service to the large number of students.

## 2. Jiyon Kathi

An initiative by the college authority to mentor the underprivileged children of the Raniganj colliery belt.

#### Objectives of the Practice

Here the teachers, students, office staffs of the college voluntarily mentor the local under privileged children for their school curriculum and cocurricular activities.

#### Problems Encountered and Resources Required

As it is not a registered regular school, many of the children are irregular in the classes or special events. Most of them are school drop outs.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3 - Institutional Distinctiveness

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

The College provides educational opportunities to a highly diverse and multifaceted student community, which encompasses individuals hailing from various caste, religious, and economic

backgrounds. A significant proportion of the student body is belonging to the economically backward classes, who often face numerous financial challenges that can impede their educational pursuits. In an effort to alleviate the financial burdens that have been exacerbated by the unprecedented circumstances surrounding the Covid-19 pandemic, the college authority has implemented measures to reduce the economic pressure on these students through the provision of both half and full tuition fee waivers. As a direct result of these financial support initiatives, a total of one hundred twenty-nine students have been able to benefit from this generous assistance, which has played a crucial role in facilitating their continued education during these tough times. The cumulative amount of financial concessions that were granted to these students was an impressive sum of Rupees 1,21,890.00 (Rupees one lakh twenty-one thousand eight hundred and ninety only), thereby reflecting the college's commitment to fostering an inclusive and supportive academic environment for the students.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

1. The college is planning the establishment of a centralized computer laboratory, which will be equipped with 100 internet-connected desktop computers. It is intended to address the requirements of the current students across various departments and will also facilitate the administration of online external competitive examinations within the institution.

2. The college administration is planning to introduce a self-financed Bachelor of Business Administration program commencing in the forthcoming academic session.

3. An expansive multimedia-enabled digital display board is slated for installation at the college playground to enhance communication efficacy with the students.

4. The number of smart classrooms will be augmented to a minimum of ten to adequately meet the demands of Information and Communication Technology (ICT) based instruction for all academic departments.



5. A spacious, contemporary auditorium is to be developed atop the library building. It will serve as a multifunctional space for hosting seminars, conferences, and diverse academic events organized by the college.

6. A minimum of two high mast lamps will be installed within the college grounds, with assistance anticipated from the Asansol Durgapur Development Authority for this initiative.

7. Dedicated parking facilities will be constructed for both two-wheeled and four-wheeled vehicles within the college premises.

8. The college is planning to introduce Santhali department.