



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	DUM DUM MOTIJHEEL RABINDRA MAHAVIDYALAYA
• Name of the Head of the institution	DR. SAMIR GHOSH
• Designation	TEACHER-IN-CHARGE
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	033-25609988
• Mobile No:	
• Registered e-mail	ddmrm2006@rediffmail.com
• Alternate e-mail	ddmrm2020@gmail.com
• Address	208/B/2, DUM DUM ROAD, KOLKATA - 700074
• City/Town	KOLKATA
• State/UT	WEST BENGAL
• Pin Code	700074
2.Institutional status	
• Affiliated / Constitution Colleges	AFFILIATED
• Type of Institution	Co-education
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	WEST BENGAL STATE UNIVERSITY				
• Name of the IQAC Coordinator	SRI SUBHABRATA BHATTACHARYA				
• Phone No.					
• Alternate phone No.					
• Mobile	9007766810				
• IQAC e-mail address	iqacddmrm2015@gmail.com				
• Alternate e-mail address	ddmrm2006@rediffmail.com				
3. Website address (Web link of the AQAR (Previous Academic Year))	http://www.ddmrm.org/doc/Reports_PDF/AQAR_20_21.pdf				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.ddmrm.org/doc/Academic_Calendar28_03_2022.pdf				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B+	2.52	2016	05/11/2016	04/11/2021
6. Date of Establishment of IQAC			29/03/2006		
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Institutional 1	RUSA 2.0	CENTRE & STATE	2021	5000000	
8. Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1. Organisation of Webinar on Career Advancement Scheme of teachers 2. MOU with colleges 3. Organisation of special lectures 4. Counselling and arrangement of special classes</p>		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
Organisation of webinar on CAS of teachers	IQAC organised a webinar on CAS of teachers
Prepare Academic Calendar/schedule for the departments	Academic Calendar was prepared
Submission of data to All India Higher Education Survey (AISHE)	Data were submitted successfully
Observance of World Environment Day	It was observed
Organisation of different programs by NCC/NSS	NCC unit of the college organised different programs
Organise cultural events for students	Cultural events and festivals were organised
Financial assistance to students from college	118 students received assistance from students aid fund
To encourage teachers for research	Teachers attended Seminars and presented papers
To promote faculty development	Teachers have participated in Faculty Development Programme, Refresher Courses, Short Term Courses as essentials for CAS
Construction of new building	Not yet started
Faculty exchange program	it was carried out
To publish academic journal 2021-22	it was published

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	03/07/2023

14. Whether institutional data submitted to AISHE
--

Year	Date of Submission
2022	20/12/2022
15.Multidisciplinary / interdisciplinary	
We offer different courses under Choice-Based Credit System (CBCS) from the session 2018-19. Students can choose subjects from different disciplines in this system.	
16.Academic bank of credits (ABC):	
We have not yet introduced academic bank of credit (ABC) system in our college. We will introduce as soon as we receive guideline from Higher Education Department and University.	
17.Skill development:	
Skill Enhancement Courses (SEC) in various subjects are offered to students of 3rd, 4th, 5th and 6th Semester classes. West Bengal State University guideline is followed in this matter.	
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
Institution offers Sanskrit, one of the ancient language in India under B.A Program. Philosophy course is also offered that covers various thoughts of Indian Philosophy. The course on History offered in the college covers Vedic Indian culture, history of Indian language etc.	
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):	
Course and Program outcome of different departments are there in the college website and students are also made aware of this.	
20.Distance education/online education:	
Online classes for the students were organised during the pandemic and classes in blended mode were also taken as and when college was open physically in this session.	
Extended Profile	
1.Programme	
1.1	11

Number of courses offered by the institution across all programs during the year		
File Description	Documents	
Data Template	View File	
2.Student		
2.1	1198	
Number of students during the year		
File Description	Documents	
Data Template	No File Uploaded	
2.2	SC- 239 , ST- 85 , OBC- 238	
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description	Documents	
Data Template	No File Uploaded	
2.3	195	
Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	No File Uploaded	
3.Academic		
3.1	39	
Number of full time teachers during the year		
File Description	Documents	
Data Template	No File Uploaded	
3.2	17	
Number of Sanctioned posts during the year		

File Description	Documents
Data Template	No File Uploaded

4.Institution	
4.1 Total number of Classrooms and Seminar halls	26
4.2 Total expenditure excluding salary during the year (INR in lakhs)	3216500
4.3 Total number of computers on campus for academic purposes	55

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 a well defined and organised system of curriculum planning and documentation. Our Institution fosters curriculum planning through Academic calendar at the beginning of each session which includes the syllabus, topics to be covered, number of classes required, examination schedule and so on. The syllabus given by West Bengal State University is well reflected in an elaborate academic calendar published each year. That calendar contains the topic wise syllabus, number of periods to be taken on each topic and a detailed time table for each month including selection test or any other academic program. The university initiates workshops for a syllabus change to accustom the teachers with the change. The teachers are encouraged to participate in the workshops which, in turn, enrich the students. The college encourages the teachers to participate in the Refresher Courses and Orientation Programs and various seminars and symposium to update themselves in different areas of research. To improve the teaching learning process, teachers have full autonomy to purchase books, and journals for their respective departments through central library. Also, with facilities of smart board, visualizer, computers, internet connections, printer, scanner and photo copier, the teachers are assisted with the teaching-learning aids.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The college receives support from the West Bengal State University to formulate a relevant syllabus which is well reflected in an elaborate academic calendar published each year. That calendar contains the topic wise syllabus, number of classes allotted for each topic and a detailed time table for each month including selection test, internal exams (as per University routine) or any other academic programs like class presentations, group discussion to evaluate the students throughout the semester. Academic Calendar is updated as and when required.

File Description	Documents
Upload relevant supporting documents	View File
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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	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	
13	
File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded
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	
0	

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 the University Curriculum which includes Environmental Studies as a compulsory subject. The Subject is offered to the Semester 1 students of both Hons and General Courses. The students are offered classes every week and is evaluated as and when required through internal exams. The subject carries 25 marks and is compulsory for all Semester 1 students of the College.

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	No File Uploaded

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

4

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	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)	No File Uploaded

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

110

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

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

D. Any 1 of the above

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

1.4.2 - Feedback process of the Institution may be classified as follows	D. Feedback collected
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
1402	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats))	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
51	
File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
The College systematically follows a continuous internal evaluation to assess the progress of each and every student. Continuous internal evaluation is also an integral part of the CBCS system. During the 2021-2022 session, the internal evaluation happened	

through written examinations, powerpoint presentations, and project-works. Towards the end of the 2021-2022, The College follows the following principles regarding continuous internal evaluation:

- The Institution informs the students and parents about the schedule of the Internal and External examinations at the beginning of the academic year.
- Every Department conducts internal evaluation in the methods as prescribed by the University BOS of the concerned subject.
- The examination and assessments are carried out in accordance with the set academic timetable. The answer scripts of internal assessments are shown to the students.
- Availability of previous years' internal question papers is ensured in the library for the students.
- The internal papers are evaluated within a week of the day of exam and the marks are communicated to the students in the classroom. • The marks and the performance of the students are conveyed to the parents in the parents-teachers meet and also via messages and emails.
- The internal examination committee monitors and conducts internal examinations in the college.
- After the results are announced student can seek a reevaluation of their answer sheets if needed.
- For transparency and effectiveness of the continuous internal evaluation process, the college examination committee takes the responsibility and monitors the mechanism throughout the 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
401	39

File Description	Documents
Any additional information	No File Uploaded

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

Apart from the university examinations college conducts regular tutorial classes, PPT using ICT tools, class tests, group discussions, selection tests etc. for Continuous Internal Evaluation. Moreover the students deliver short presentations also. The second one is the CBCS system. In CBCS systems there are six examinations in three years course. There are two examinations in every year. For continuous internal evaluation college conducts regular class test, group discussion, internal assessment, project work, interactive class.

File Description	Documents
Upload any additional information	No File Uploaded
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

In our Institution teachers use ICT devices for effective teaching learning process. These include computers and other system related software and hardware, smart board, UGC-NME ICT facilities, inter-communication, Xerox machines, LED television, projectors and other ICT devices. The resources available are optimally and efficiently used as per the need-based priority and budgetary provisions. The softwares like QGIS, Kinemaster, Photoshop, Pinnacle, Sound forge are also used. Film Studies documentary are optimally and efficiently used as per the need-based priority and budgetary provisions.

File Description	Documents
Upload any additional information	No File Uploaded
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

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

16

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
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

10

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)	No File Uploaded

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

Doc Uploaded

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Apart from the university examinations college conducts regular tutorial classes, PPT using ICT tools, class tests, group discussions, selection tests etc. for Continuous Internal Evaluation. Moreover the students deliver short presentations also. The second one is the CBCS system. In CBCS systems there are six examinations in three years course. There are two examinations in every year. For continuous internal evaluation college conducts regular class test, group discussion, internal assessment, projectwork, interactive class.

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

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

The College has an Internal Grievance Redressal Cell. All the matters are usually handled by that committee. All the grievances are redressed in time by the members of the committee. The Committee works in a time-bound and efficient manner and the mechanism is very much transparent.

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.

All the teachers and students are well aware of the stated program. Workshops on a regular basis are conducted for teachers and students and counselling of students is done as soon as they commence their classes. This is done to keep every unit of the college updated regarding the same.

File Description	Documents
Upload any additional information	No File Uploaded
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.

Outcome of all the programmes are given in the following link:

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.ddrm.org/doc/DDMRM%20Course%20outcome-converted.pdf

2.6.3 - Pass percentage of Students during the year

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

year	
195	
File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	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)	
NA	
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)	
0	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded
3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year	
3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year	

0

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

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

2

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

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

3

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

5

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Nil

File Description	Documents
Paste link for additional information	Nil
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)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry,**

community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

4

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)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

4

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)	View File

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

3

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

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
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.

There is requirement of more classrooms in the campus. However, as we have conducted online classes and offline classes during this academic year due to ongoing pandemic situation, the shortage was not felt. We have a plan for construction of new classrooms using RUSA 2.0 fund. We have laboratories for the subjects Commerce, Education, Journalism, Geography etc. We have smart and virtual classroom.

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

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

The Institution has an open ground for cultural and other activities, indoor games like table tennis, carom and gymnasium (separately for boys and girls) in its campus. We have a future plan to open a yoga centre in our college campus.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://ddmrm.org/doc/Reports_PDF/CRITERION_4.pdf

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

7

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

6

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://ddmrm.org/doc/Reports_PDF/CRITERION_4.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

0

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

4.2 - Library as a Learning Resource

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

Yes, the ILMS software used in the library is SOUL, version 2.0. The library is partially automated.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	http://ddmrm.org/doc/Reports_PDF/CRITERION_4.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**E. None 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)	No File Uploaded

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

0

File Description	Documents
Any additional information	View File
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)	No File Uploaded

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

15

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The Institution uses high speed wi-fi with band width 250 MBPS

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://ddmrm.org/doc/Reports_PDF/CRITERION_4.pdf

4.3.2 - Number of Computers

73

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support**

facilities) excluding salary component during the year (INR in Lakhs)**4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****1.2**

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)	View File

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

The resources available are optimally and efficiently used as per the need based priority and budgetary provisions. If the required amount needed exceeds the budgeted amount, requisition for additional fund placed by the principal before the governing body. However, private service providers on contract are being engaged from time to time, in order to maintain the computers and other system related software and hardware, network facilities, intercommunication online network facilities etc. The college follows the similar formalities regarding the petty (up to Rs.50,000/-) manufacture or repair of the feting , furniture and facility systems like electrical and water supply networks, motors, pumps, pipelines, large number of classrooms, offices, furniture items etc. in order to ensure the maintenance , upkeep, calibration and repairs of several types of measuring equipment in our laboratories, several work arrangement have been made with the local service providers. The college has its own the 125 KVA Mahindra Generator that ensure uninterrupted supply of power in the administrative block. Moreover we have 24X7 security deployment for protection of properties. our own electrician keeps a check overall the electrical equipments.

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

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	
91	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
118	
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)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	D. 1 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

100

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

100

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

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

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

26

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

examinations) during the year

0

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

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

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)

Activity of Students: Celebration of Saraswati Puja, Road Safety Program, Basanta Utsav, Celebration of Rabindranath Taggors Birthday (Rabindra Jayanti), Indoor Sports.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

15

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

5.4 - Alumni Engagement

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

Nil

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 - Institutional Vision and Leadership**

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

Our institution plans to help to promote education among the children of economically weaker section (EWS) in the college surrounding areas. Our students generally visit slums and provide teaching aids like bag, books, pencil and stationary goods to the children residing there. However, this academic year we could not organize any such program due to sudden onset of Corona virus pandemic. The programmes have again been started after the resumption of physical classes since November 2021. Besides, our institution strives to promote holistic learning to its students which is not limited to their general curriculum of studies, but also learning about the environment, promoting spirit of wellbeing among the localites, keeping the surrounding clean and extending support to the needy and ones requiring help.

File Description	Documents
Paste link for additional information	Nil
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.

In view of smooth and meticulous functioning of the academic administration, teachers are grouped into different committees which are entrusted with different administrative works related to the academic pursuits and achievement of teachers. Such groups look after examination (both external and internal), organization of seminar and symposium, publication of college journal, departmental publications, service book, student admission, college routine etc. This way most of the academic work and some administrative works are decentralized and particular committees are held answerable to the authority regarding the year-round running of the functions mentioned above.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

During the active pandemic period as college was closed, the college authority seriously thought about the problem of education. In order to maintain the progress in learning level of students, online classes had been arranged on a regular basis with a new class-schedule. During this period students could not follow their library work and books were not available to them. As an effective measure towards their enrichment of knowledge, study materials and e-books had been provided to them. To maintain the regular evaluation of the students' achievement, online examinations were conducted. However with the onset of offline mode, things are back to the normal mode of teaching and evaluation aided by tutorials and mentor mentee groups.

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

As during pandemic period everything come to a halt, the college authority initiated the process of forming a committee to look after the situation and to find out the means to solve the problem of college education. The committee arranged for regular classes shifting from offline to online mode maintaining the duty of teachers according to their service rule. This helped to continue with classes uninterruptedly. To extend and expand the knowledge level of the students webinars and workshops were arranged following CBCS curricula. However, with the resumption of offline classes , the committee formed have been working for the smooth functioning of the college in every respect.

File Description	Documents
Paste link for additional information	Nil
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	C. Any 2 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	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
The non teaching staff run a welfare measure on a cooperative basis on their own.Non-teaching: Insurance:- Cash in transit, Cash at counter, Group Insurance.	
File Description	Documents
Paste link for additional information	Nil
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	
NA	
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**

01

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

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

05

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)	No File Uploaded

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

NA

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

To maintain regularities in financial matter of the college an internal audit is carried out by the college appointed auditor and later an external audit is carried out on a regular basis by an auditor from the Department of Higher Education.

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)

NA

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

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

The college initiated a programme of resource mobilization and further creation of resources. A computer learning centre has been allotted in the ground floor of college premises on monthly rent basis.

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

Significant contributions made by IQAC during the current year:

The IQAC organized 03 webinars on different topics of CAS, History, World Environment Day in collaboration with the respective departments .

The IQAC also organized one special lecture on health awareness by Dr. Jogiray Ray.

File Description	Documents
Paste link for additional information	Nil
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

The Institution reviews its teaching learning process through feedback system periodically, organising workshop for Career Advancement Scheme for teachers, learning outcomes are reviewed through an assessment of the teachers and students by the authority in close coordination with IQAC Cell of the college. During the online mode, the IQAC worked in close coordination with the Teacher in Charge of the college and the other faculty members as well as students to continue with the betterment of the institution. After the resumption of the offline mode in November 2021, efforts were put in to work in close cooperation to review the teaching learning

process in the physical mode again. Thus the IQAC reviews assessment of students of each department periodically through its regular meeting with the faculty of the respective departments. Four of the teachers applied for their promotion under Career Advancement Scheme which was meticulously reviewed by the IQAC and the Teacher in charge of the institution before submission to the Higher Education Department.

File Description	Documents
Paste link for additional information	IQAC CELL OF THE COLLEGE.
Upload any additional information	No File Uploaded

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	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	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

A. Safety and security measures:

The following safety and security measures are placed in the college

campus :

- CCTV Surveillance is there in the entire campus.
- Security Guards are present in the campus for 24 hours.
- Fire extinguishers are present in adequate number in all the floors in the college premise.
- We continue to clean the campus and sanitize following Covid-19 protocols.

C. Common Rooms :

There is one common room for girls students. There are table tennis board and carom board in the common room where students regularly play and get refreshed. They also rehearse in the common room for various programs organized by the college. They spend leisure time in the common room which is a great relaxation for them.

E. Women Grievance Redressal Cell:

Women Grievance Redressal Cell is in place to address the complains, if any, made by the girls students and take proper measures to resolve the issue.

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	http://www.ddmrm.org/doc/Reports_PDF/Safety_security_2021_22.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

- Solid waste is separated into plastic waste and decomposable waste and kept separately, collected later by the municipal garbage truck on a regular basis.
- E-wastes like computer machines, CPU, mouse, key board, projectors, printers are all collectively stored in a room in the college premise.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	http://www.ddmrm.org/doc/Reports_PDF/Waste_Management_2021_22.pdf
Any other relevant information	No File Uploaded

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

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

B. Any 3 of the above

5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	View File

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	E. None 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	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Following the guideline of the Government we provide opportunity of admission to the students of scheduled caste, scheduled tribe, other backward classes and minority community.

We also provide financial assistance to the students coming from economically backward background. Also, students of our college get various scholarships provided by the Government.

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

Our College celebrates 26th January and 15th August every year through the hoisting of the national flag in the College ground. The NCC cadets perform march past as a mark of respect to the national flag. The NCC Officer as well as the Departmental Head of the Political Science describes to the students, teaching and non-teaching staff of the college the features of the Constitution of India like the duties of the citizen and fundamental rights.

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

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

E. None of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
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

Our College celebrates 26th January and 15th August every year through the hoisting of the national flag in the College ground. The NCC cadets perform march past as a mark of respect to the national flag. The NCC Officer as well as the Departmental Head of the Political Science describes to the students, teaching and non-teaching staff of the college the features of the Constitution of India like the duties of the citizen and fundamental rights.

National and international days, events and festivals are celebrated throughout the year. Rabindra Jayanti, Saraswati Puja, Basanta Utsav, World Environment Day was celebrated.

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

7.2 - Best Practices

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

1. **Student Accident coverage scheme:** College provides accident coverage benefit to the students of different semesters. If any accident happens to any student inside the college campus then full treatment coverage is borne by the college.

2. **Student Aid Fund:** College provides financial assistance to the economically backward students at the time of admission in different semesters.

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

7.3 - Institutional Distinctiveness

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

1. **Student-centric methods like participative learning, problem solving methodology**

2. **ICT enabled classroom and other facilities**

3. **Counseling to the students for solving career-related as well as social and personal issues**

4. **Celebration of different festivals like Basanta Usav, Rabindra Jayanti, Saraswati Puja in the college campus**

5. **Participation of students in various co-curricular activities like dance, drama, music, NCC and NSS programs.**

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

7.3.2 - Plan of action for the next academic year

1. To organise Seminars and workshops
2. Celebration of different national and international days to promote values among the students
3. Career Advancement of teachers
4. Purchase of books in the library
5. Career Counseling programs
6. Organisation of programs by NCC
7. MOU with different colleges
8. Academic and financial audit
9. To organise different inter-college programs