Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

Part – A

AQAR for the year

2013-2014

1. Details of the Institution

1.1 Name of the Institution

DESHBANDHU COLLEGE FOR GIRLS

1.2 Address Line 1

45 C, RASHBEHARI AVENUE

Address Line 2

City/Town

KOLKATA

State

WEST BENGAL

Pin Code

700026

Institution e-mail address

dbcollegeforgirls@gmail.com

Contact Nos.

(033) 24640349, 24638116

Name of the Head of the Institution:

Bhaswati Datta

Tel. No. with STD Code:

(033) 24638116

Mobile: | 9830335257

Name of the IQAC Co-ordinator: | Mr.Manas Naskar. As per 12th plan guide line new cell's formation starts on 08.04.2014

Mobile: | 9836660670

IQAC e-mail address: | iqac.dbcollegeforgirls@gmail.com

1.3 **NAAC Track ID**

   OR

1.4 **NAAC Executive Committee No. & Date:** | March 31, 2007 /117

1.5 Website address: | deshbandhucollegeforgirls.net

Web-link of the AQAR: | http://www. deshbandhucollegeforgirls.net/AQAR2013_14.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	70.20	2007	2012
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC: | July, 2007

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

    i. AQAR 2007—2008; 14/08/2008
   ii. AQAR 2008—2009 ; 2009
  iii. AQAR 2011 –2012 on 22/12/2015
  iv. AQAR 2012 –2013 on 22/12/2015
   v. AQAR 2013 –2014 on 22/ 12/2015

1.9 Institutional Status

University   State [√] Central [ ] Deemed [ ] Private [ ]

Affiliated College   Yes [√] No [ ]

Constituent College   Yes [ ] No [√]

Autonomous college of UGC   Yes [ ] No [√]

Regulatory Agency approved Institution   Yes [ ] No [√]

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [ ] Men [ ] Women [√]

              Urban [√] Rural [ ] Tribal [ ]

Financial Status   Grant-in-aid [√] UGC 2(f) [√] UGC 12B [√]

        Grant-in-aid + Self Financing [√] Totally Self-financing [ ]

1.10 Type of Faculty/Programme

Arts [√] Science [√] Commerce [√] Law [ ] PEI (Phys Edu) [ ]

TEI (Edu) [ ] Engineering [ ] Health Science [ ] Management [ ]

Others (Specify)

BBA (Self Financing)

1.11 Name of the Affiliating University

UNIVERSITY OF CALCUTTA

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. /University	None		
University with Potential for Excellence	N.A	UGC-CPE	N.A
DST Star Scheme	N.A	UGC-CE	N.A
UGC-Special Assistance Programme	N.A	DST-FIST	N.A
UGC-Innovative PG programmes	N.A	Any other (*Specify*)	None
UGC-COP Programmes	N.A		

2. IQAC Composition and Activities

2.1 No. of Teachers	06 +1 (Teacher in charge as chair person)
2.2 No. of Administrative/Technical staff	02
2.3 No. of students	00
2.4 No. of Management representatives	00
2.5 No. of Alumni	00
2. 6 No. of any other stakeholder and community representatives	00
2.7 No. of Employers/ Industrialists	00
2.8 No. of other External Experts	00
2.9 Total No. of members	08+1=9

2.10 No. of IQAC meetings held: 02

2.11 No. of meetings with various stakeholders:　　　No. [0]　Faculty [0]

　　　Non-Teaching Staff Students [0]　Alumni [0]　Others [0]

2.12 Has IQAC received any funding from UGC during the year?　Yes [√]　No [ ]

　　　If yes, mention the amount　[Rs 3,00,000/- till 2017.]

2.13 Seminars and Conferences (only quality related)

　　(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total No. [0]　International [0]　National [0]　State [0]　Institution Level [0]

　　(ii) Themes　[N.A]

2.14 Significant Activities and contributions made by IQAC

The IQAC was marginally functional and all the actions towards the development of the college had been taken by the Head of the Institution with the assistance of different sub-committees.

The Girls' Hostel was **opened for the students** from this session in January 2014. A hostel committee was formed from among the teachers. A matron, a cook and a part-time helping hand had been appointed. **The hostel started with 4 boarders** from among the college students in January 2014.

Smt. Srimati Majumder, Associate Professor and Smt. Sampa Bhattacharya of Bengali Department; Sri. Manas Naskar, assistant Professor of Commerce Department, Smt. Purnima Mallick of Geography Department submitted and received sanction letter of Minor research Projects from the UGC.

Smt. **Srimati Majumder,** Associate **Professor, Department of Bengali received** the sanction of Rs. 1,00,000/- for organizing a **State Level Seminar** on the noted Bengali writer Lila Majumdar to the UGC in collaboration with Tagore research Society under 12th plan.

Sri. Manas Naskar, Assistant Professor, Department of Commerce applied the sanction of Rs. 1,50000/- for organizing a **National Level Seminar on `Application of Statistical Tools in Research and Data Analysis'** in collaboration with Indian Accounting Association, Medinipur Branch to UGC under 12th plan.

To improve the ICT infra-structural facility of the college with an eye to the development of the students, an elaborate plan to spend the money was chalked out. In the session 2013-14 and in the next session 2014-15 some of the items and services that had been purchased may be mentioned.

Dr. Ranjita Datta, Reader, Department of Education continued as Guest Lecturer to the Education Department of University of Calcutta to teach at the post graduate level. She was appointed to teach Statistics, Educational Management etc.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.

The IQAC was not actively functioning, all plan of actions were chalked out by different sub committees and the Head of the Institution of the college.

Plan of Action	Achievements
• It was planned to open the Hostel for students.	• **The Girls' Hostel** was **opened for the students** from this session. in January 2014. A hostel committee was formed from among the teachers. A matron, a cook and a part-time helping hand had been appointed. **The hostel started with 4 boarders** from among the college students in January 2014. (The hostel was formally inaugurated by the Minister of Education, Government of West Bengal, Hon'ble. Partha Chatterjee on 3rd February 2015.)
• Plan for submitting seminar proposals.	• Smt. **Srimati Majumder of Bengali Department received** the sanction of Rs. 1,00,000/- for organizing a **State Level Seminar** on the noted Bengali writer Lila Majumdar to the UGC in collaboration with Tagore research Society under 12th plan. • **Sri. Manas Naskar of Commerce Department received** the sanction of Rs. 1,50000/- for organizing a National Level Seminar on `Application of Statistical Tools in Research and Data Analysis' in collaboration with Indian Accounting Association, Medinipur Branch to UGC under 12th plan.
• Plan of submission of proposals of MRP's	• **Smt. Srimati Majumder** applied and received the sanction of a grant of Rs.2,10,000/- from UGC to run **Minor Research Project** under XIIth plan**.** • **Smt. Sampa Bhattacharya** of Bengali Department applied and received the sanction of a grant of Rs.2,00,000/- from UGC to run **Minor Research Project** under XIIth plan. • **Smt. Purnima Mallick** of Geography Department applied

	and received the sanction of a grant of Rs.2,60,000/- from UGC to run **Minor Research Project** under XIIth plan.
	• **Sri. Manas Naskar** of Commerce Department, applied and received sanction of a grant of Rs. 3,00,000/- from UGC to run **Minor Research Project** under XIIth plan.
	• Dr. Ranjita Datta, Reader, Department of Education **continues as Guest Lecture**r at the Department of Education, **University of Calcutta at the post graduate level.**
• Plan to introduce ICT in the College.	• The college received Rs. 5,00,000/- under the **Performance cum Need based Incentive Scheme of the Government of West Bengal** .
	• **To improve the ICT infra-structural facility** of the college with an eye to the development of the students, an elaborate plan to spend the money was chalked out. In the session 2013-14 and in the next session 2014-15 some of the items and services that had been purchased may be mentioned.
	4 laptop computers for the departments of English, History, Political Science and Sanskrit.
	1 Desktop computer for the library.
	2 Desktop computers for office and the computer laboratory of the students.
	2 Printers for the library and the staffroom.
	Computer accessories, such as 10 Mouse, 7UPS, 2 GB Ram, pen drives.
	Digital multi-media Projector and Accessories.
	1 mini LED projector and 3 projection screens.
	Computer Software.
	To facilitate movement in the monsoon a pathway was constructed in the backyard of the hostel.
• To refurbish the staff room	• The staff room was provided with a set of new lockers to increase storage space for the teachers.

2.15 Whether the AQAR was placed in statutory body   Yes [√]   No [ ]

Management [ ]   Syndicate [ ]   Any other body [ ]

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	B.A/ B.Sc / B.Com 11(8Honours +3 General)	0	1 (BBA)	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	12 (8+3+1)	0	1	

Interdisciplinary				
Innovative				

1.2   (i) Flexibility of the Curriculum: CBCS/Core/Elective option (√)/ Open options
       (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	11+1

1.3 Feedback from stakeholders*   Alumni [0]   Parents [0]   Employers [0]   Students [0]

Mode of feedback   :   Online [0]   Manual [0]   Co-operating schools (for PEI) [0]

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

> In some subjects revision of syllabi has been done by C.U. where the college did not have any direct role

1.5 Any new Department/Centre introduced during the year. If yes, give details.

> None

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors/ Reader	Professors	Others
17	05	11 + 1 (Reader)	----	----

2.2 No. of permanent faculty with Ph.D.   [03]

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
00	07	00	00	-	-	-	-	00	07

2.4 No. of Guest and Visiting faculty and Temporary faculty

26 +9+2=37

Guest+ part time +contractual

[21]   [∑ =58]

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	13	10
Presented papers	02	15	00
Resource Persons	0	0	0

2.6 Innovative processes adopted by the institution in Teaching and Learning:

The Teaching and Learning are more or less confined to chalk and talk, to recapitulating of lessons given each day in the class by the students in the form of asking questions, and taking regular class tests.

The teachers have to continuously keep on innovating `down to earth' examples while explaining the subject matter to the students. **As mentioned in the mission and vision of the college, the majority of the students who come from families which are severely economically and educationally challenged, to make a connection between the subject matter and their life, itself, calls for a lot of innovation in teaching. The majority of the students lack in self confidence are unexposed to what is going on around them and are not at all sure of their future plans.** So, besides, teaching the syllabus, the teachers have to constantly keep on driving the need to be self reliant and a feeling that they are not lesser human beings. The teaching of the actual syllabus comes after that. This aspect of teaching is not visible, neither does it easy to quantify and always does not yield tangible results but this does pose perhaps the greatest challenge to the teachers.

2.7   Total No. of actual teaching days during this academic year

147 days / 236 working days

2.8   Examination/ Evaluation Reforms initiated by
       the Institution (for example: Open Book Examination, Bar Coding,
       Double Valuation, Photocopy, Online Multiple Choice Questions)

None

2.9   No. of faculty members involved in curriculum
       restructuring/revision/syllabus development
       as member of Board of Study/Faculty/Curriculum Development workshop

00	00	00

2.10 Average percentage of attendance of students

65 – 70 %

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A / B. SC / B.Com/ BBA(H)						
BNGA	56	00	3.57	89.02	00	92.59
EDCA	14	00	28.57	71.43	00	100
ENGA	13	00	00	100	00	100
GEOA	29	00	3	93	00	96
HISA	32	00	00	78.12	00	78.12

PLSG	51	00	00	84.3	00	84.3
SANG	10	00	00	10	00	10
ECOG		00	00		00	
MTMG	05	00	00	40	00	40
PHIG	51	00	00	41	00	41
B.COM(Hons)	37	00	00	91.89	00	91.89
BBA	3	00	00	66.66	00	66.66

2.12How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes: The cell was not active.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	1
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	--
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	01
Others	--

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	10	02	01	5+2+6
Technical Staff	00	00	00	00

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

> IQAC was not functional in this domain. All initiatives in this regard were taken by the teachers and the college authority, in general. 1 state level and 1 National level seminar proposals were sent to UGC and received sanction from UGC. 04 Minor Research Projects

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	04	00
Outlay in Rs. Lakhs	00	00	9,70,000	00

3.4   Details on research publications

	International	National	Others
Peer Review Journals	6	0	1
Non-Peer Review Journals	0	0	0
e-Journals	0	0	0
Conference proceedings	0	0	0

3.5 Details on Impact factor of publications:

Range [--]   Average [--]   h-index [--]   Nos. in SCOPUS [--]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	--	--	--
Minor Projects	2 yrs	UGC	9,70,000	7,36,000
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects *(other than compulsory by the University)*	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	--	--

3.7 No. of books published   i) With ISBN No. | 0 | Chapters in Edited Books | 00 |

ii) Without ISBN No. | 0 |

3.8 No. of University Departments receiving funds from

UGC-SAP | 0 | CAS | 0 | DST-FIST | 0 |

DPE | 0 | DBT Scheme/funds | 0 |

3.9 For colleges   Autonomy | 0 | CPE | 0 | DBT Star Scheme | 0 |

INSPIRE | 0 | CE | 0 | Any Other (specify) | 0 |

3.10 Revenue generated through consultancy | NIL |

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	01	0	0	0
Sponsoring agencies	--	UGC	--	--	--

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations   International | 0 | National | 01 | Any other | 0 |

3.14 No. of linkages created during this year | 0 |

3.15 Total budget for research for current year in lakhs:

From funding agency | UGC | From Management of University/College | |

Total | 9,70,000 |

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	N.A
	Granted	N.A
International	Applied	N.A
	Granted	N.A
Commercialised	Applied	N.A
	Granted	N.A

3.17 No. of research awards/ recognitions   received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
----	--	--	--	--	--	----

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

N.A

N.A

3.19 No. of Ph.D. awarded by faculty from the Institution

N.A

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF | N.A | SRF | N.A | Project Fellows | N.A | Any other | N.A

3.21 No. of students Participated in NSS events:

| University level | 0 | State level | 0 |
| National level | 0 | International level | 0 |

3.22 No. of students participated in NCC events:

| University level | 0 | State level | 0 |
| National level | 0 | International level | 0 |

3.23 No. of Awards won in NSS:

| University level | 0 | State level | 0 |
| National level | 0 | International level | 0 |

3.24 No. of Awards won in NCC:

| University level | 0 | State level | 0 |
| National level | 0 | International level | 0 |

3.25 No. of Extension activities organized

University forum | 0 | College forum | 01

NCC | 0 | NSS | 0 | Any other | 0

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- BLOOD DONATION CAMP, DISTRIBUTION OF BOOKS TO POOR SCHOOL STUDENTS OF THE LOCAL AREA ORGANIZED BY THE STUDENTS' UNION.
  With the perpetual problem of scarcity of fresh blood in the city every summer, the students of Deshbandhu College for Girls have come forward on their own initiative and organized a blood donation camp in August 2014. A good number of students themselves donate blood to address the issue.

Children of marginalized section of the society from the local slum area are invited on that day and they are given candies, toys, exercise books, pencil boxes as festival gifts by the students' union. This effort of the students to give them a feeling of oneness with the institution is widely acclaimed and appreciated by the society at large.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
A. Campus Area: **Plot Area: 2225.6889 M^2/ 35 Cottahs** *(Building constructed by Construction Board of State Govt. 1775 M^2)*	**College Building** G Floor 676.761 m^2 1st Floor 603.469 m^2 2nd Floor 541.354 m^2	**Hostel Building** G Floor 409.38 m^2 1st Floor 410.14 m^2 2nd Floor 410.14 m^2 *Proposed Canteen Common Room 235.770 m^2*	**MPLAD UGC**	
B. Class Rooms *(Please see the detailed room size)*	16 excluding 02 Geo Lab + 01 Computer Lab+ 01 BBA Lab	*Proposed 3rd & 4th Floor 215 x 2 m^2* Above hostel building		
C. Laboratories	03 +01 Room 23 which is computer lab cum class room			
D. Seminar Halls	Room 16 & 17 Convertible class rooms to Seminar Hall			
F. Value of equipment purchased during the year				

4.2 Computerization of administration and library

The software that was installed in the session 2011-12 was in use in office.

A vigorous initiative has been taken up from this session. Funds from different sources were used to buy computers for the office. As per the direction of the Government of West Bengal, Computer Operated Salary Accounting (COSA) had to be implemented. For this purpose software and necessary equipment was installed. The college authority in order to make the college administration ICT enabled, gave a priority to keep the internet facility uninterrupted and more number of dedicated computers for office administration were bought. Besides the purpose of correspondence, college accounts, data base for students' admission were being computerized.

The process of digitization of the library has been lagging behind because the post of librarian was lying vacant from 2009.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	21153	940743	-	-	21153	846669
Reference Books	69	28566	-	-	69	25709
e-Books	-	-	-	-	-	-
Journals	143 (NO. of issues)	4863	-	-	143 (NO. of issues)	4377
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	Maps 65	Price not mentioned	-	-	Maps 65	Price not mentioned

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	36	26	In BBA Lab Principal's office College Library Accountant's Office Computer Room -Office Geo Staffroom Geo Lab	BSNL Broad Band	Removed due to space crunch	10	**2Laptops in DEPT of Education & Bengali (MRP) 1 GEO DEPT staffroom 1 College Main Library** 1 Laptop for Dept. of BBA 1 Laptop for Dept. of Commerce	
Added		NIL	In BBA Lab Principal's office College Library Accountant's Office Computer Room -Office Geo Staffroom Geo Lab	BSNL Broad Band	NIL	NIL	NIL	
Total	27+6+2+5							

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

For the purpose of networking and e- governance some steps were taken to build up ICT infrastructure.

The college received Rs. 5,00,000/- under the **Performance cum Need based Incentive Scheme of the Government of West Bengal** .

To improve the ICT infra-structural facility of the college with an eye to the development of the students, an elaborate plan to spend the money was chalked out. In the session 2013-`14 and in the next session 2014-`15 some of the items and services that had been purchased may be mentioned.

4 laptop computers for the departments of English, History, Political Science and Sanskrit.

1 Desktop computer for the library.

2 Desktop computers for office and the computer laboratory of the students.

2 Printers for the library and the staffroom.

 Computer accessories, such as 10 Mouse, 7UPS, 2 GB Ram, pen drives.

Digital multi-media Projector and Accessories.

1 mini LED projector and 3 projection screens.

Computer Software.

4.6 Amount spent on maintenance in lakhs: Please see Annexure: B

i)   ICT

ii) Campus Infrastructure and facilities

iii) Equipments

iv) Others

Total :

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Since the IQAC was not functional in decision making at this stage, efforts to enhance awareness about support service ware largely made by the college authorities through notification.

The **Head of the Institution, teachers** in their respective departments and **the students' union** also take initiative to make the students aware of the support services so that the fund can reach to the right students.

The **students undergo continuous advice and counselling** by the teachers inside and outside the classes for a holistic development of their career and personality. Extra classes, after the selection tests of University examination is over, are taken by the teachers to equip them about the question patterns, problems relating to practical examinations and an overall recapitulation of the syllabus.

Student support service in terms of monetary concession is available in the college.

There are various endowments in the college for providing financial support to the needy students. The students may utilize the money for college fees, and examination fees. Some such endowments are Ashoke Vikash Bhattacharya Memorial Fund, Jitesh Guha Memorial Fund, Geeta Datta Chowdhury Memorial Fund, Priyabala Mukhopadhyaya Memorial Prize Fund, Bijan Behari Bhattacharya Memorial fund. Most of these awards and concessions are given on the means cum merit basis.

Over and above these, economically needy students are provided with the concession for Bus, tram and Train on production of the proof of annual income of their parents.

There is also provision for `**Kanyasree'** support provided by the West Bengal Government which the students may avail of provided they meet the required criteria.

5.2 Efforts made by the institution for tracking the progression

There is no formal mechanism to track the progression. A file is maintained by the office to keep a record of the students enjoying concessions. Apart from this an informal mechanism between the teachers and students is always there for tracking the progression. Review of the results is regularly conducted in the Academic sub-committee meetings. In the class the students are shown the corrected scripts so that they can realize their mistakes.

The main purpose of the student support service in terms of monetary concession is to restrict drop outs of students for want of money. Since the college is not a very big one, the students are individually known to the teachers of their respective departments. So in most of the cases, teachers know which students are needy and require concession. Some departments also keep a record of students enjoying concession. After the publication of the University results, a review is made so that the qualified students may apply for concession, a next time.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1621	0	0	

(b) No. of students outside the state

8

(c) No. of international students

0

Men

No	%
--	--

Women

No	%
1621	100%

Last Year						This Year					
General	SC	ST	OBC & Minority	Physically Challenged	Total	General	SC	ST	OBC & Minority	Physically Challenged	Total
1134	92	01	15	0	1023	**1498**	**108**	**1**	**14**	**0**	**1621**

Demand ratio   1.07: 1   Dropout % 9.83

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

NONE

No. of students beneficiaries   N.A

5.5 No. of students qualified in these examinations

NET   N.A   SET/SLET   N.A   GATE   N.A   CAT   N.A

IAS/IPS etc   N.A   State PSC   N.A   UPSC   N.A   Others   N.A

No. of students qualified in these examinations.

Since the college is an under-graduate one, there is no opportunity to appear NET, SET/SLET, GATE or CAT examinations. However, every year, quite a few number of students finishing the under graduate degree course from this college pursue post graduate studies in different Universities of the state. Some more engage themselves in career oriented courses for job opportunities. A large number of students passing out from this institution, who are forced to take a break from their career plan because of family reasons, do make a comeback in the job market. They sit for examinations conducted by the School Service Commission, Railway recruitment Board, Bank or similar agencies and build up a career of their own. Some of our students pursue teaching careers in colleges, a large number of them teach in primary, secondary and high schools and many of them are employed in different small industries or are self-employed.

Some of the Commerce Graduates pursue higher studies at the University, or at the Institute of Chartered Accountancy, at ICWAI and at different management institutes for MBA and MBM degrees. Those more interested in getting jobs sit for examinations conducted by the Public Service Commission, works as tax consultants at different firms and also sit for examinations conducted by the Union Public Service Commission to work as section officers in the accounts offices of the central government.

5.6 Details of student counselling and career guidance

No. of students benefited   150

5.7 Details of campus placement

The college takes regular attempt to expose the students to the possibilities of Jobs which they can pursue as their future careers.

In this session Life Insurance Corporation arranged a seminar on **Agency as a Career** for all the students.

	On campus		*Off Campus*
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
0	0	0	0

5.8 Details of gender sensitization programmes

Since it is a college exclusively for girls, gender sensitizing issue is always discussed in the classes and also outside the classes. They are told and sensitized about the safeguards that are incorporated in the Indian Constitution in the form of fundamental rights, Visakha Judgement, so on and so forth. The students having Political Science as Honours and General course are especially sensitized about this in the class.

After the Girls' hostel has been made functional, special care and effort is taken for their security on the part of the college. To ensure their security, night guard has been appointed. The hostel committee comprising the faculty members has framed rules pertaining to the security of the hostel so that the inmates are sensitized about the possible risks outside the hostel campus. The hostel matron is on strict vigil whether these rules are adhered to by the boarders and the defaulters in this regard are sensitized about their faults.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level | 0 | National level | 0 | International level | 0 |

No. of students participated in cultural events

State/ University level | 0 | National level | 0 | International level | 0 |

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level | 0 | National level | 0 | International level | 0 |

Cultural: State/ University level | 0 | National level | 0 | International level | 0 |

It is true that the students have almost no representation in sports or games in the state, national or international level but they take active participation in some of the annual games and cultural events.

In this session the Department of Commerce organise a talent search programme conducted by Indian Accounting Association for the students.

Every year the college organizes annual sports where the Students' Union takes a very active role. The hit is organized in the piece of land in the college campus. The annual sports are organized in a nearby park.

The college also organizes with the help of the Students' Union **an annual social event `Renaissance'** where the students take active part in cultural activities. This is also an occasion where the guardians are invited to the event.

Besides, every year the students Union organizes **Fresher's Welcome** to the newcomers of First year with the 2nd and 3rd year students.

Every year the Students Union observes the **Teachers' Day** on 5th September.

 Saraswati Pujo is an event which cuts across the line and barrier of religion. Every year Saraswati, the very own god of the students is worshipped by the students with much enthusiasm and fanfare under the leadership of the Students' Union

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	59	25,509
Financial support from government	58	13,100
Financial support from other sources	2	1500
Number of students who received International/ National recognitions	0	0

5.11   Student organised / initiatives

Fairs   : State/ University level   0   National level   0   International level   0

Exhibition: State/ University level   0   National level   0   International level   0

5.12   No. of social initiatives undertaken by the students   02

With the perpetual problem of scarcity of fresh blood in the city every summer, the students of Deshbandhu College for Girls have come forward on their own initiative and organized a blood donation camp in August 2013. A good number of students themselves donate blood to address the issue.

Children of marginalized section of the society from the local slum area are invited on that day and they are given candies, toys, exercise books, pencil boxes as festival gifts by the students' union. This effort of the students to give them a feeling of oneness with the institution is widely acclaimed and appreciated by the society at large.

5.13 Major grievances of students (if any) redressed:

Absence of canteen and common room is the major grievance of the students since 2013. A space in the south western corner of the college premises was identified for the construction of a new building for canteen and common room .Accordingly an architectural plan was drawn up for construction and was submitted to Kolkata Municipal Corporation in late 2013 for its approval.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution.

Deshbandhu College for Girls will be completing its 60 years in the ``Service of Womens' Education" on August 1, 2015. Inspired by the ideal of Deshbandhu Chittaranjan Das the college was established in South Calcutta in 1955 by three visionaries, Sri. Hemendranath Das Gupta, Sri. Jitesh Chandra Guha and Dr. Sudhir Kumar Mitra. To translate the dream of Deshbandhu's women emancipation, the founders set their goal to establish a college exclusively for girls where the less meritorious students of middle class families would get a chance to enter into the fold of higher education. With this goal in mind, a handful group of dedicated, selfless and enterprising young men Sri. Suddhasatwa Basu, Sri Nakashtra Kumar Raychaudhuri and Sri Asit Kumar Sen started the journey with very meagre means and a lot of constraints.

Over the years, the college is fulfilling this mission of spreading higher education for women coming from all strata of society, even from the families of first generation learners. So we do not boast of a star studded gallery of extra-ordinary students. Rather we open the doors of higher studies for our students with empathy, personal attention and dedicated teaching. We equip them to face the challenges of larger world, to ensure all round development to become good human beings.

The college that started with honours in only one subject has spread its wings. Offering courses basically in humanities subjects, over all these years the college had opened Commerce stream and a self financed honours course in Business Administration. We are now offering honours courses in Accountancy, Bengali, Education, English, Geography, History, Political Science and Sanskrit.

Mission of the college

To promote inclusive education for women.

To ensure a holistic development of the students.

To introduce the new horizons of higher education to students.

To instill self confidence in the students.

To nurture creativity and instill courage in students to face the unknown.

To encourage the feeling of identification with the nation and society.

To define the activities of the college in the new milieu of an ICT enabled world.

6.2 Does the Institution has a management Information System

- ➢ No formal management information system (MIS) is there in the college. The process of MIS that had already started in the last session was still on the process of up gradation.
- ➢ The college website was there.
- ➢ An effort was made to introduce online admission from this session. In order to maintain transparency student admission was web linked.
- ➢ Software was installed to computerize accounts.
- ➢ Office accounts, results of students, other areas of administration were in the process of computerization.

6.3.1 Curriculum Development

Curriculum means the total experience a student gains from any educational institution. Basically curriculum is of two types, hidden and written curriculum. Since the college is an affiliated one under University of Calcutta, there is almost no scope for developing formal curriculum. However, whenever, any workshop or seminar is organised by the University the teachers of the respective departments participate.

Over and above the formal syllabus and curriculum there is a broader sense of the term. Normally we emphasise on written curriculum or syllabus. But there is a larger scope to nurture their diversified talents with the help of various programmes outside the written syllabus. This gives the teachers a lot of scope to build up the character of a student. Since our college has a very good teacher student ratio, the teachers act as a role model for them. One such example is that in spite of absence of an active alumni association, the ex-students, especially who are pursuing higher studies; keep themselves in close touch with the teachers of the college.

6.3.2 Teaching and Learning

Traditional chalk and talk is the most popular method of teaching. Apart from that to bring a variation in the teaching learning processes teachers sometimes depend on more interactive method , such as Audio Visual presentation, Home assignment, Quiz, Peer teaching , Micro teaching , Class room Debate etc.

6.3.3 Examination and Evaluation

As an affiliated college of Calcutta University there is almost no scope to bring any innovation in the examination and evaluation process. However, the college has to bear a heavy load of conducting university examination at UG level which takes a very heavy toll on the actual teaching days. This is especially true in this college because of space crunch and limited number of full time faculty.

College Examination:

As an affiliated college of the University of Calcutta, students enrol in a 3year degree course comprising of Part I, Part II and Part III Examinations both in Honours and General level. College takes mid-term and selection tests for each batch of students before they are sent for University Examinations.

Every Honours Department in all three streams of B.A/B.Sc and B. Com take regular class tests. Teachers evaluate the scripts of **all the college examination** within 15 days the results are published in 3 weeks.

UNIVERSITY EXAMINATION:

The University of Calcutta had introduced a reform in the under graduate level examination for last few years. The B.A/ B.Sc. final examination which used to be conducted in two parts, since 2006, it is divided into three parts. This had increased the load on the undergraduate colleges to conduct the examinations and evaluation manifold. Our college has all the three streams, i.e., B.A., B.Sc. and B.Com. Every year the college is chosen as a venue for all these three streams for conducting the final examinations. In addition, for the last three years with the introduction of the system of supplementary examination by the University, the college is requisitioned as the venue and teachers perform the task of invigilation for that. This huge load of conducting examinations, takes almost 4 to 5 months, thereby taking a severe toll on the actual teaching days.

The teachers teaching **practical and lab based** subjects conduct practical examinations, oversees project work of the students in the college. They also perform the duty of external examiners of practicals to other colleges.

Teachers also **evaluate the scripts, act as scrutineers and review examiners of University Examinations** both at Honours and General level.

The teachers of many departments perform the duty of paper setters of University examinations over and above the duty of paper setting in the college examinations.

The teachers who take post graduate classes in different Universities evaluate post graduate scripts also over and above the regular assignments of Under Graduate examinations.

As a continuation of the Decentralized process, all teachers are assigned with the duty of script evaluation and scrutiny of the general papers of three parts of the University Examinations.

In order to expedite the process of publication of result in the general courses where a huge number of candidates appear every year, the University had been introduced a new system of script distribution. Colleges are chosen to act as Zonal Distribution centres for different subjects. The colleges that act as the Zonal distribution centres are given the responsibility of scripts to the scale 5000. This centre has to take the entire responsibility for the final submission of marks to the University. For this purpose one of the senior teachers of the subject is selected. This year Education, Bengali and Geography Department were selected as Zonal centres. From 2007 Education Department was acting as a zonal Distribution centre.

6.3.4   Research and Development

The college always promotes and supports a climate for research activities of the teachers.

9 of the young faculty members are pursuing Ph.D. The teachers, full time as well as part time teachers are pursuing for Ph. D, and M.Phil degree. 5 full time teachers of English, Geography, Commerce and Mathematics Departments are pursuing Ph.Ds while at least 4 part time teachers have enrolled themselves for Ph.D.

4 full time teachers, 2 of Bengali Department, 1 of Commerce Department and 1 of Geography Department received grant from UGC for Minor Research Projects.

2 teachers from Bengali and Commerce departments have received funds to organize state and national level seminar.

One of the full time teachers of English Department and one from the Sanskrit Department presented papers in international conference.

Almost all teachers regularly participate in national and state level seminars. Some of them, especially from Commerce, Geography, Political Science and English contribute articles to books and journals.

Teachers regularly attended seminars and workshops and presented papers at State, National and International level.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The post of librarian had been lying vacant for more than 4 years. So Digitization of library was lagging behind.

6.3.6 Human Resource Management

Human Resource Management is conducted in a democratic and transparent way.

- At the end of every 4 years the election of the Teaching and Non-teaching employee Representatives of the Governing Body is conducted under the supervision of the Principal/ TIC according to the rules of 1979 First Statute of the University of Calcutta.
- At the beginning of every Academic session the election of the Secretary of Teachers' Council is conducted by the Principal / TIC.
- For democratic management of the students' affairs every year a full fledged election of the students' union is conducted by the Students Union Election Committee. Under the chairmanship of the TIC the Committee is composed of a few teachers who conduct the election process strictly according to the letters of the election schedule drafted for this purpose.

6.3.7 Faculty and Staff recruitment

NIL

6.3.8 Industry Interaction / Collaboration

Since the syllabus is not based on technical education, there is almost no such scope for industrial interaction/collaboration.

Only in the Commerce department and BBA department, as a part of the curriculum, industrial visits are organised.

6.3.9 Admission of Students:

The admission process in the college is absolutely transparent and based on the basic admission rules provided by the University of Calcutta. Within the given framework the college provides a wide variety of combination of subjects.

In order to maintain transparency the college strictly goes by the schedule of admission as stipulated by its parent institution, i.e., University of Calcutta. The process starts from the date announced by University of Calcutta and ends with the date decided by the University of Calcutta. The college, since it caters to the goal of women empowerment even to the economically and educationally most challenged strata of the society, the criteria for admission in most of the subjects are chosen to the bare minimum as stipulated by the University of Calcutta. The admission is done strictly on the basis of merit of the applicants.

Every year the college prospectus stating the detail of admission, procedure of filling the forms and courses offered is handed over to the applicants with the form. The college website is used for notification; schedule and procedure of admission in detail have been notified. Besides, like other years starting of the admission process, posters, banners and leaflets are distributed around the locality and in the nearby railway stations and metro stations for notification. In the college premises as well, elaborate notice mentioning the actual schedule and the admission procedure in detail is put up.

Help desks for counselling by the subject teachers are opened during the time of admission and the desks remain open till the seats are filled up.

Moreover, there had been vertical and lateral mobility of students from the admission list. Vertically, when seats were not filled up by the students from the first merit list, the candidates from the second and third merit list, meeting the criteria of admission, were given a chance to get admitted. This process of vertical mobility went on so long the seats in different subjects were exhausted within the stipulated date of admission given by the University of Calcutta.

So far as lateral mobility is concerned, students were given the chance to change subjects of their choice, mainly in the general courses depending on the availability of seats, and fulfilment of criteria and prescribed time limit.

6.4 Welfare schemes for

Teaching	None
Non teaching	None
Students	West Bengal Minority Development Commission

6.5 Total corpus fund generated

Rs. 18,34,319/-(Fixed Deposit)

6.6 Whether annual financial audit has been done   Yes [ ]   No [√ (Till 2011)]

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	M.Niloy & Company	No	N.A
Administrative	No	N.A	No	N.A

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes   Yes [ ]   No [√]

For PG Programmes   Yes [N.A]   No [N.A]

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

N.A.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

There is very little scope in the hands of the affiliated colleges to introduce or make modifications in the Examination process since it is the responsibility of the Parent Institution, University of Calcutta. In their limited scope, many of the faculty members are designated with the duty of setting question papers and moderation.

All full time teachers are engaged in evaluation of answer scripts in the Honours level. All full time, part time and guest lecturers are assigned to correct and scrutinize the papers at general level.

As a continuation of the Decentralized process, all teachers are assigned with the duty of script evaluation and scrutiny of the general papers of three parts of the University Examinations.

In order to expedite the process of publication of result in the general courses where a huge number of candidates appear every year, the University had been introduced a new system of script distribution. Colleges are chosen to act as Zonal Distribution centres for different subjects.

The colleges that act as the Zonal distribution centres are given the responsibility of scripts to the scale 5000. This centre has to take the entire responsibility for the final submission of marks to the University. For this purpose one of the senior teachers of the subject is selected. This year Education, Bengali and Geography Department were selected as Zonal centres. From 2007 Education Department was acting as a zonal Distribution centre.

6.11 Activities and support from the Alumni Association

An Alumni Association was formed in the year 2004. The association was formally not very active after 2007. Some of the ex students are always in touch with their respective Departments and with the college.

6.12 Activities and support from the Parent – Teacher Association

Guardian meetings are regularly held by some departments.

For the hostel inmates the college is always in touch with the parents

6.13 Development programmes for support staff

No formal programmes are conducted but the support staff is continuously given on job training in computer.

6.14 Initiatives taken by the institution to make the campus eco-friendly

Even at the heart of the city of Kolkata, there is a piece of land with trees and shrubs nestling a lot of birds in the college campus which is regularly maintained.

To facilitate movement in the monsoon a pathway was constructed in the backyard of the hostel.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

All the innovations and best practices were chalked out in the different committees operating for the enhancement of the quality of the college.

In order to get a widespread publicity of the facilities provided by the college, there was an ongoing plan to make a formal inauguration of the college hostel from the last academic session of 2013-`14.

Efforts had already been taken on the part of the college authority and a plan was almost ready in March 2014 but because of the announcement of date of Lok Sabha Election, the plan was dropped. So in this session it got the topmost priority.

An effort was also going on to increase the number of boarders in the college so that the need of accommodation of the students can be catered to in a more fruitful way.

The college was getting ready to implement the COSA for the preparation of the salary bill of all the employees of the college as a part of West Bengal Government's e-governance.

The college had been suffering from a severe crunch of space for years. There had been a long-time demand on the part of the students to have a common room of their own and a specific space for canteen. Moreover, new subjects could not be brought in for paucity of space.

An application of Rs. 1.05 crore was made to the Department of Higher Education, Government of West Bengal for construction of 3rd and 4th floor of the College building to cater to these needs.

In order to bring 100% transparency in the process of admission of students, a concerted effort was taken up by the Admission Committee, Website Committee and the Prospectus Committee to introduce a system of online admission from last academic session. As per the government instructions steps were being taken from 2013- 14. Before the work was complete, the entire process of was postponed by the Department of Higher Education, Government of West Bengal for a year.

From this academic session an all out effort was taken up by the college authority to expedite the process so that the entire admission process can be made online from the academic session 2015-16.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year.

- **The Girls' Hostel** was **opened for the students** from this session. In January 2014. A hostel committee was formed from among the teachers. A matron, a cook and a part-time helping hand had been appointed. **The hostel started with 4 boarders** from among the college students in January 2014. (The hostel was formally inaugurated by the Minister of Education, Government of West Bengal, Hon'ble Partha Chatterjee on 3rd February 2015.)

- **Srimati Majumder of Bengali Department received** the sanction of Rs.1,00,000/- for organizing a **State Level Seminar** on the noted Bengali writer Lila Majumdar to the UGC in collaboration with Tagore research Society under 12th plan. **Manas Naskar of Commerce Department applied** the sanction of Rs. 1,50000/- for organizing a National Level Seminar on `Application of Statistical Tools in Research and Data Analysis' in collaboration with Indian Accounting Association, Medinipur Branch to UGC under 12th plan. **Srimati Majumder** applied the sanction of a grant of Rs.2,10,000/- from UGC to run **Minor Research Project** under XIIth plan. **Sampa Bhattacharya** of Bengali Department applied a sanction of a grant of Rs.2,00,000/- from UGC to run **Minor Research Project** under XIIth plan. **Purnima Mallick** of Geography Department applied a sanction of a grant of Rs.2,60,000/- from UGC to run **Minor Research Project** under XIIth plan. **Manas Naskar** of Commerce Department, applied a sanction of a grant of Rs. 3,00,000/- from UGC to run **Minor Research Project** under XIIth plan.

- Dr. Ranjita Datta, Reader, Department of Education **continues as Guest Lecture**r at the Department of Education, **University of Calcutta at the post graduate level.**

- The college received Rs. 5,00,000/- under the **Performance cum Need based Incentive Scheme of the Government of West Bengal** .
- **To improve the ICT infra-structural facility** of the college with an eye to the development of the students, an elaborate plan to spend the money was chalked out. In the session 2013-`14 and in the next session 2014-`15 some of the items and services that had been purchased may be mentioned.

4 laptop computers for the departments of English, History, Political Science and Sanskrit.

1 Desktop computer for the library.

2 Desktop computers for office and the computer laboratory of the students.

2 Printers for the library and the staffroom.

Computer accessories, such as 10 Logitech Mouse, 7UPS, 2 GB Ram, pen drives.

Digital multi-media Projector and Accessories.

1 mini LED projector and 3 projection screens.

Computer Software.

To facilitate movement in the monsoon a pathway was constructed in the backyard of the hostel.

7.3 Give two Best Practices of the institution

> The student's hostel was made available for the college students.
>
> A hostel committee was formed to address all the issues relating to the hostel

7.4 Contribution to environmental awareness / protection

> The students are continuously sensitized against wastage of water and electricity and asked to keep the college building and campus clean by using bins.

7.5 Whether environmental audit was conducted?   Yes [ ]   No [√]

7.6 Any other relevant information the institution wishes to add.

Strength

The college is not a large one. The atmosphere is peaceful, undisturbed and very congenial for academic pursuits.

In all the departments the institute has a very healthy student teacher ratio. Teacher-Student relationship is the strength of this college. It helps the teachers to take personal care to address their weakness and shortcomings.

After three years of studies, a strong bondage is built up between the students and teachers. Many of the students, especially those who continue higher studies, very regularly are in touch with the teachers

of their respective departments. Whenever, they find any difficulty in studies, their first choice in trouble shooting is their erstwhile college teachers rather than their mentors in the University.

Weakness

Permanent position in many departments has been lying vacant for years. That has a thwarting effect in the development of many departments. For example, in the Department of Political Science, one of the two substantive teaching positions was lying vacant from 2002. Similarly in the Departments of Philosophy, Geography, Mathematics, English, positions remain vacant taking a lot of time to get filled in.

Additional teaching posts would facilitate better teaching.

Poor and irregular attendance of students is a major problem. In spite of repeated counselling in the class, parent-teacher meeting to sensitize about their wards' in attendance, bringing the students to class regularly is a hard task.

Going to private coaching centres is another source of weakness. These coaching centres offer suggestion of probable questions for the final examinations and the students tend to heavily depend on such suggestion without covering the entire syllabus. In most of the cases the suggestions do not click and they fare poorly in the examinations.

Space Crunch in the college is a very serious weakness. For want of space, it becomes impossible to introduce new courses in the curriculum. Very often, the number of classes in the existing course has to be restricted to a very tight schedule.

A large number of students come from backgrounds that are economically and educationally challenged. So despite all the efforts of the teachers and the institution, the dropout rate of students is considerable. Also lack of exposure among guardians and a not so congenial background at home result in lack of achievement motivation among students.

Opportunities

The students can avail of several opportunities if they are able to successfully finish the three year degree course.

The students with better result can pursue higher studies.

Since session 2012-13 a centre of distance education at the post graduate level with the affiliation of Rabindrabharati University has been opened in the college. This gives a lot of opportunities even to the students who had a break in their studies after completion of their under graduate courses.

The students can sit for entrance examinations conducted by the School Service Commission for school teaching jobs.

The students of Commerce stream have the opportunity in audit and account firms and banks.

Challenges

To bring the students to the class room, to stop them from attending the private coaching classes and creating achievement motivation among them are some of the greatest challenges of the time.

The students largely coming from socially and educationally challenged background are linguistically weak and are poor in communicating skills. This weakness is reflected in the university examinations. To improve their skill in communication is a challenge for the institution.

To motivate the better students to higher studies so that they can realize their full potential.

To make the students economically self reliant so that they can face the challenges in future.

8. **Plans of the institution for next year**

As per the order of the Department of Higher Education, elaborate plans and programmes had to be chalked out to facilitate the process of a **centralized admission** of the students to be controlled by the University of Calcutta from session 2014-15.

As per the order of the Department of Higher Education, **arrangement has to be made increase the number of seats for the OBC-A, OBC-B category students**, keeping the number of unreserved seats intact.

To implement **COSA** for making the salary bills as a part of the e-governance, preparations had to be made by the office.

To make the academic facilities more and more ICT enabled a continuous effort has to be carried on in adding laptops, desktops for the library, staff room and seminar library room.

To assign a work space and to provide logistic support to **Dr. Imam Hosen, UGC Emeritus Fellow in English** who affiliated himself with Deshbandhu College for Girls.

To continuously review the hostel facility and its safety parameters for making it foolproof, as far as possible. Also since the plan to make a formal inauguration of the hostel failed in the last session because of some constraints at the Government's end, a fresh plan has to be chalked out for this. **For meeting the demands of canteen and common room for the students**, an extension of the college building was proposed.

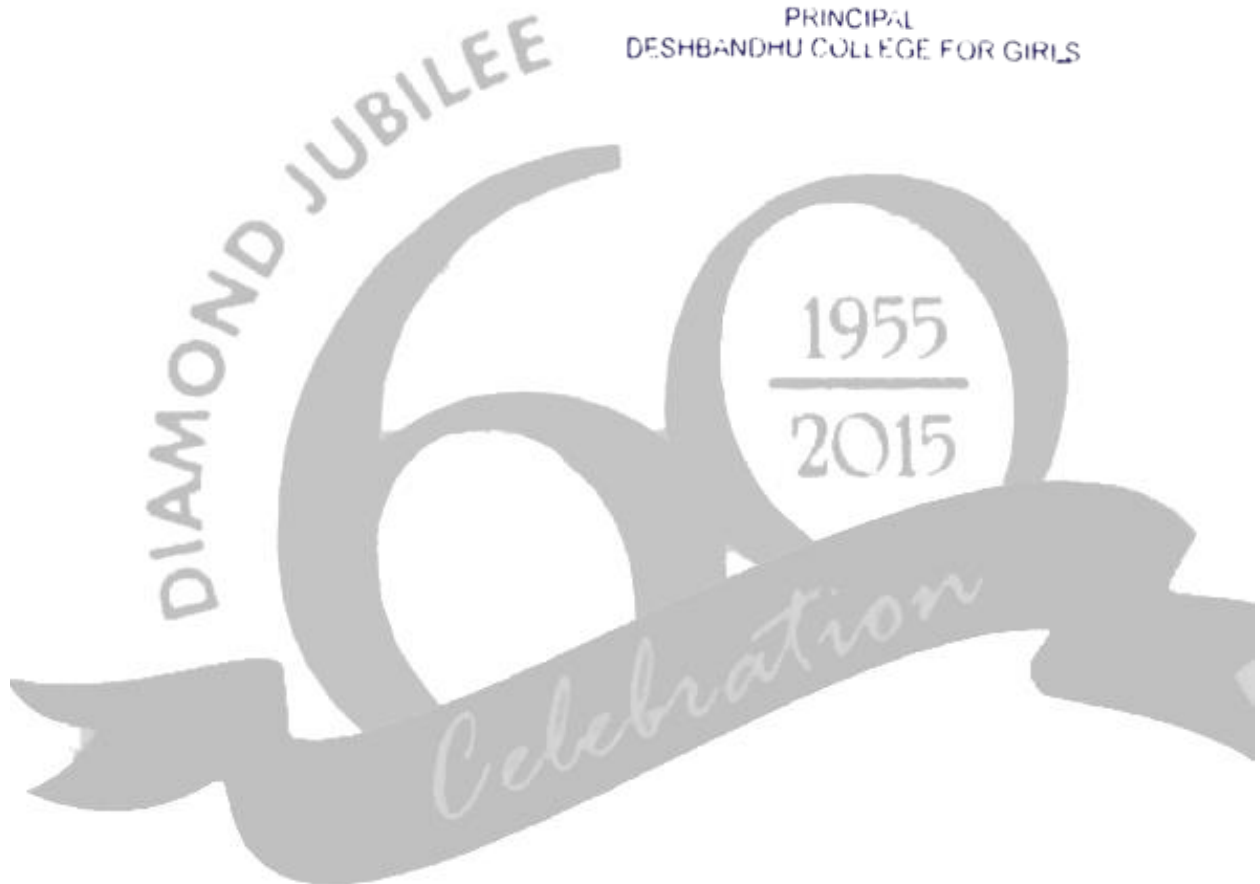*Name: Ms. Devbani Raychaudhuri*   *Name: Dr. Anita Chattopadhyay Gupta*

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

PRINCIPAL
DESHBANDHU COLLEGE FOR GIRLS

Annexure A

DESHBANDHU
COLLEGE
FOR GIRLS

45C, Rashbehari Avenue,
Kolkata 700026
Telephone : 2464 0349

Email : dbcollegeforgirls@gmail.com
Website : www.deshbandhucollegeforgirls.com

ACADEMIC CALENDAR
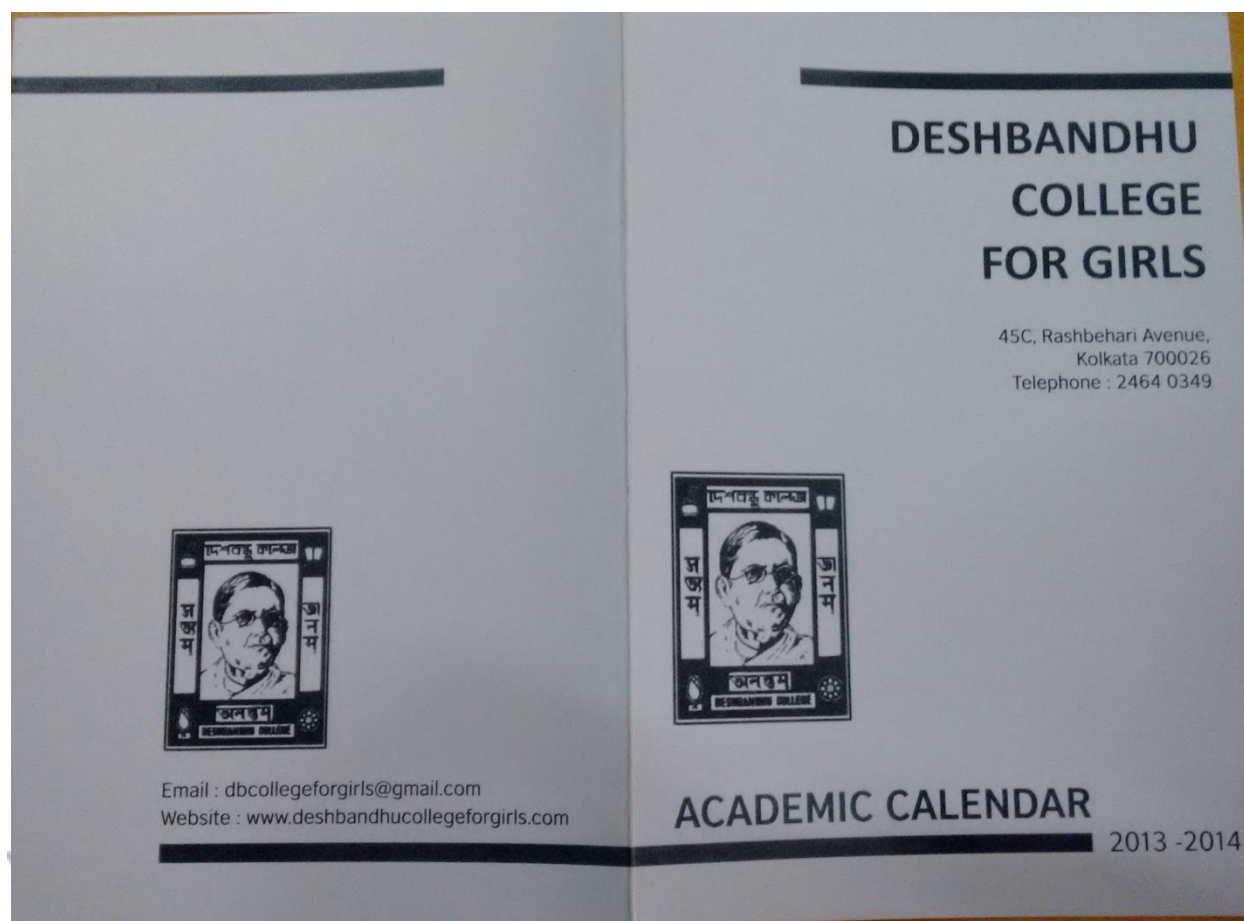
2013 -2014

Annexure A

Curricular & Co-Curricular Activities 2013-2014

Date	Activity
1st July, 2013 Monday	College opens after summer recess
July, 2013*	Academic Sub-committee Meeting & TC Meeting
15th July, 2013 Tuesday	Provisional Classes of Third Year Honours commence
2nd August, 2013, Friday	First Year Honours and General classes commence
21st August, 2013 Tuesday	Third Year General classes commence
9th September, 2013, Monday	Second Year Honours and General classes commence
13th September, 2013 Friday	Freshers' Welcome
9th October - 6th November 2013 (Inclusive of both days)	Puja Vacation
7th November, 2013 Thursday	College reopens after Puja Vacation.
7th November-6th December, 2013*	Departments to complete Mid-term Exams
14th December, 2013 Saturday	Departments to handover marks to college office for result
December, 2013*	COLLEGE SOCIAL & ANNUAL SPORTS
December, 2013*	Academic Sub-committee and TC meetings
21st December, 2013 Saturday	Last date for submission of Question Papers for Part-III Tests 2014 by the respective departments.
25th December, 2013 to 1st January, 2014	Winter Recess
2nd January, 2014 Thursday	College reopens after Winter Recess
6th January, 2014 Monday	Third Year Test commences
10th January, 2014 Friday	Last date for Submission of Question Papers for Part-II Tests 2014 by the respective departments.
30th January, 2014 Thursday	Submission of Marks for Tests Part - III
2nd February, 2014 Saturday	Publication of Third Year Results
First half of February, 2014	Third year form fill up
7th February, 2014 Friday	Second Year Tests Commence
10th February, 2014 Monday	Last date for Submission of Question Papers for Part-I Test 2014 by the respective departments.
21st February, 2014 Friday	Submission of Marks for Tests Part- II
By the end of February, 2014	Publication of Second Year Result
By the end of February, 2014	Second year Form fill-up
By 7th March, 2014 Wednesday	First Year Tests Commence
19th March, 2014 Wednesday	Submission of Marks for Tests Part- I
By the end of March, 2014	Publication of First Year Results
By the end of March, 2014	First Year Form Fill-up

*Specific dates to be announced later

List of Holidays 2013-2014

DATE	DAY	HOLIDAY
10th July, 2013	Wednesday	Rathayatra
1st August, 2013	Thursday	College Foundation Day
9th August, 2013	Friday	Id-Ul-Fitr
15th August, 2013	Thursday	Independence Day
28th August, 2013	Wednesday	Krishna Janmastami
2nd October, 2013	Wednesday	Mahatma Gandhi Jayanthi
4th October, 2013	Friday	Mahalaya
9th October - 6th November, 2013	Wednesday-Wednesday	Puja Vacation (inclusive of both days)
5th November, 2013	Tuesday	Deshbandhu Chittaranjan Das's Birthday
11th November, 2013	Monday	Jagadhatri Puja
14th November, 2013	Thursday	Muharram
17th November, 2013	Sunday	Guru Nanak Jayanti
25th December-1st January, 2014	Wednesday-Wednesday	Winter Recess
14th January 2014	Tuesday	Fate-Dauz-Doham
23rd January, 2014	Thursday	Netaji's Birthday
24th January, 2014	Friday	Calcutta University's Foundation Day
25th January, 2014	Saturday	Maghotsav
26th January, 2014	Sunday	Republic Day
27th February, 2014	Thursday	Shivratri
15th March, 2014	Saturday	Dolyatra
17the March, 2014	Monday	Holi
14th April, 2014	Monday	B.R. Ambedkar's Birthday, Chaitra Sankranti
15th April, 2014	Tuesday	Poila Baisakh
18th April, 2014	Friday	Good Friday
19th April, 2014	Saturday	Easter Saturday
1st May, 2014	Thursday	May Day
9th May, 2014	Thursday	Rabindrajayanti
14th May, 2014	Wednesday	Buddha Purnima
16th May - 30th June, 2014		Summer Recess
16th June, 2014		Death Anniversary of Deshbandhu Chittaranjan

N.B. Subject to modifications if necessary.

Annexure B

4.6 AMOUNT SPENT ON MAINTENANCE IN LAKHS

Year	(i) ICT		(ii) CAMPUS INFRASTUCTURE & FACILITIES		(iii) EQUIPMENTS	
	Purchased	Maintenance	Purchased	Maintenance	Purchased	Maintenance
2013-14			Fire Fighting systems= Rs.48,883/-	General Repairs & Maintenance =Rs.30,195/-		Computer Maintenance =Rs.21,848/-
			Electrical Works=Rs.18,164/-			