



The 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

2014-2015

I. 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:

Ms. Devbani Raychaudhuri w.e.f. 07.08.15

Mobile:

9831340280

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/AQAR2014_15.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	70.20	2007	5 years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th 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
- vi. AQAR 2014 –2015 on 22/12/2015

1.9 Institutional Status

University	State	<input checked="" type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Regulatory Agency approved Institution	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Type of Institution	Co-education	<input type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input checked="" type="checkbox"/>		
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>		
Financial Status	Grant-in-aid	<input checked="" type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>		
	Grant-in-aid + Self Financing	<input checked="" type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>				

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 :

(The cell formation as per guidelines of XIIth Plan was in progress)

2.1 No. of Teachers

06 + 1 (TIC as chairperson) =07

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

01

2.7 No. of Employers/ Industrialists

00

2.8 No. of other External Experts

01

2.9 Total No. of members

10+1 =11

2.10 No. Of IQAC meetings held:

No meeting were held in this session because formation of the entire cell was not complete.



2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes ☒ No ☐

If yes, mention the amount

2.13 Seminars and Conferences

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

Total No. International National State Institution Level

(ii) Themes

N.A

2.14 Significant Activities and contributions made by IQAC

The IQAC was not functional. All the actions towards the development of the college were taken by the Head of the Institution with the assistance of different sub-committees. The process of **restructuring the IQAC under UGC XIIth plan** was in progress.

The **College Hostel** was **formally inaugurated by the Minister of Education, West Bengal Government**, Hon'ble Partha Chatterjee on 3rd February 2015. The number of boarders increased from 4 to 27.

In this session 4 teaching positions lying vacant for years in the Departments of Geography, Mathematics, Philosophy and Political science for years were filled up. The position of the librarian lying vacant from 2010 was also filled up.

Dr. Imam Hosen joined the College as the UGC Emeritus Fellow in the Department of English.

As per the order of the West Bengal Government **COSA** implementation for the preparations of the salary bill all employees of the college under **E-Governance** was made.

An application of Rs.1.05 crore for the extension of the college building was made to the Department of Higher Education, Government of West Bengal. So far Rs. 70,00,000/- was sanctioned and Rs.25,00,000/- has been released.

As per the order of the Department of Higher Education, West Bengal Government, every preparation for online admission for the session 2015-16 was chalked out. Application forms, Publication of Merit List had to be made online. For the online payment of issuing of application forms and admission fees, a tie up was established with the State Bank of India, Rashbehari Branch.



The process of online admission of students for the academic session 2015-16 started from this session. As per the government order number of seats in all subjects for SC/ ST/ OBC –A, OBC –B and PWD were in the process of increase keeping the number of seats for general category students intact.

The computerization of office was in progress and funds received from different sources were planned to be spent for strengthening the infra-structure in this direction.

In the XII plan period a grant of Rs. **19,58,000/-** was sanctioned by the UGC. The fund is to be spent over a period of 3 years between 2014-'17 on **Capital Expenditure** under **clause 35** of UGC.

Out of this, Rs. 9,00,058/- (approximately, 50% of the grant) was allocated for building of **Common room and Canteen** for the students. Out of the remaining Rs.10,00,000/- for books and equipments, **Rs.4,00,000/-** to be spent on purchasing **books** and **Rs. 6,00,580 for equipments**, such as, spares for instruments, Wi-Fi connection, development for the existing premises.

Under the same plan period, a sanction of **Rs.4,00,090/-** from UGC was sanctioned under **non-capital expenditure, clause 31**.

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.

Since IQAC was non functional all the plans of action were chalked out by the different sub committees and the Head of the Institution.

Plan of Action	Achievements
<ul style="list-style-type: none">• Hostel inauguration was planned in 2013-2014.• A plan was made to increase the number of boarders.• Implementation of COSA• Plan for extension of College building in 2013 - 2014	<ul style="list-style-type: none">• The hostel was formally inaugurated by the Minister of Education, Government of West Bengal, Hon'ble Partha Chatterjee on 3rd February 2015.• The number of boarders increased from 4 to 27.• As per the order of the Government of West Bengal COSA implementation for the preparation of the salary bill of the entire college employees under E-Governance was made.• An application of Rs.1.05 crore for the extension of the college building was made to the Department of Higher Education, West Bengal. So far Rs. 70,00,000/- was sanctioned and so far Rs.25,00,000/- has been released.



<ul style="list-style-type: none">• Increase in number of seats for reserved candidates.• Government planned to introduce online admission throughout West Bengal.	<ul style="list-style-type: none">• As per the government order number of seats in all subjects for SC/ ST/ OBC –A, OBC –B and PWD were in the process of increase keeping the number of seats for general category students intact.• The process of online admission of students for the academic session 2015-16 started from this session. As per the order of the Department of Higher Education, Government of West Bengal every preparation for online admission for the session 2015- 16 was chalked out. Application forms, Publication of Merit List would be made online. For the online payment of issuing of application forms and admission fees, a tie up was established with the State Bank of India, Rashbehari Branch. For this purpose, an admission portal in the college website was made. College website was restructured so that the students can get all information regarding fee structure, important dates of admission, mode of payment from the website. To facilitate the admission process the website was continuously updated and all information was made available to the students from time to time. The entire process of online admission for the session 2015-16 was made available to the students from May - June.• Smt. Srimati Majumder, Smt.Sampa Bhattacharaya of Bengali Department, Smt. Purnima Mallick of Geography Department, and Sri. Manas Naskar of Commerce Department, started to work on Minor Research Project to UGC under XII plan.• Srimati Majumder of Bengali Department and Shri Manas Naskar of Commerce Department received the UGC grant for the proposal submitted in the earlier session for organizing State Level Seminars under 12th plan.
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2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☐ Syndicate ☐ Any other body ☐

Part – B

Criterion – I

I. 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	11(8+3)	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 Parents Employers Students

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



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
22	5+4 (joined in this session) = 9	11 + 01 (Reader)	--	1 (Librarian)

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
04	05	00	00	--	--	1	--	04	05

2.4 No. of Guest and Visiting faculty and Temporary faculty .
(Part time & contractual faculty)

23 = Guest + 2 = contractual + 7 = Govt approved part time teachers + 4 college funded part time teachers.

BBA

24

Σ=60

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	12	11
Presented papers	05	12	03
Resource Persons	00	00	00

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

The teaching and Learning is more or less confined to chalk and talk, to recapitulating of lessons given each day in the class to 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 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 driving the need to be self reliant and a feeling that they are no less equals than their peers. 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.

For this purpose, the students are continuously asked to keep themselves up to date by reading newspapers, watching News. Sometimes they are shown films in the college that has bearing on the syllabus. The college subscribes to an English and one Bengali daily regularly. The college has a DVD player and video CDS to show films occasionally.

Over and above this a mid-term test in November is conducted every year on the syllabus covered from the starting of the session in July to November. This helps both the teachers and the students a lot, to monitor their progress and take necessary actions. Moreover, a Selection Test is taken for each of the 1st, 2nd and 3rd year before they are sent for final Examinations conducted by the University.

The students are given a list of reference books over and above the list of text books in their respective subjects.

The teachers in their personal capacity enrich themselves by having personal memberships in different libraries of the city other than the college. Many of the teachers use the National Library, the Library of Ramakrishna Mission Institute of Culture and Departmental Libraries of their respective subjects of University of Calcutta or of Jadavpur University.

The college also maintained **an institutional membership at the British Council Library**. Some of the departments used the institutional membership regularly.

To enhance quality teaching, internet facility is extensively used by them. The teachers regularly attend seminars, workshops, refresher courses, orientation programmes in order to bring the experience to the classroom.

From this session Smart Boards and LCD projectors are installed in some of the class rooms and some Departments use these audio visual facilities to make the learning experience more effective.

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

164 days / 262 working days

2.8 Examination/ Evaluation Reforms initiated by the Institution

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

02

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	49	--	--	87.75	--	87.75
EDCA	26	--	--	76	--	76
ENGA	17	--	--	100	--	100
GEOA	30	--	10	90	--	100
HISA	16	--	--	81.25	--	81.25
PLSA	13	--	--	61.54	--	61.54
SANG	10	--	--	--	--	--
ECOG	44	--	--	77.27	--	77.27
MTMG	5	0	0	80	00	80
PHIG	38	0	0	84	00	84
B.COM(Hons)	85	0	0	81.18	0	81.18
BBA	10	--	20	--	50	70

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes: The cell formation was in progress.

The function of monitoring the teaching learning process was taken up by the Academic Sub Committee.

- Class tests were taken
- Mid-term tests were taken
- Selection tests were taken
- The performance of the students is regularly discussed by the teachers in the departmental and academic sub-committee meetings. Students are given the scope to see the corrected scripts after all tests and they are suggested corrective measures by their teachers.
- In many cases parent teacher meetings are convened to discuss the performance of their wards.



2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	--
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.	1(Summer school) + 14
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	03	01	5+2+7 =14
Technical Staff	0	0	0	0

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, so all initiatives in this regard were taken by the teachers and the college authority, in general. Planning for organising 2 UGC seminars was in progress.

The college environment is congenial for research. There is a well stocked library.

4 teachers are working on their MRPs. 9 teachers are engaged in doing Ph.D.

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	04	00	00
Outlay in Rs. Lakhs	00	9,70,00000	00	00

3.4 Details on research publications

	International	National	Others
Peer Review Journals	3	6	0
Non-Peer Review Journals	0	0	0
e-Journals	0	0	0
Conference proceedings	1	7	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. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds



3.9 For colleges Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

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

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College
 Total

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



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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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**

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 1 st Floor 603.469 m ² 2 nd Floor 541.354 m ²	Hostel Building G Floor 409.38 m ² 1 st Floor 410.14 m ² 2 nd 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 3 rd & 4 th 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			
E. No. of important equipments purchased(≥1-0 Lakh)during the current year	<ul style="list-style-type: none"> 1 x Laptop (Jan, 2015) 	0.74 L	UGC	
	<ul style="list-style-type: none"> 1 x Desktop and printer 	0.10 L	UGC	
	<ul style="list-style-type: none"> 4 x laptop 1 x Desktop + 2 x Printer for Staffroom Digital Interactive Multi-media Projector cum Interactive Pen Display GEO Lab 1 x LED Projector 2 x Manual Projection Screen 7 2 x Desk top and UPS 	0.94 L 0.47 L 0.95 L 0.66 L 0.53 L	Department of Higher Education, State Govt. West Bengal " "	
	<ul style="list-style-type: none"> 1 x Wipro Dot Matrix printer 1 x Desk top 1 x Desk top 	0.25 L 0.30 L 0.26 L	State Govt. COSA grant State Govt. COSA grant State Govt. COSA grant	
	<ul style="list-style-type: none"> 1 x Monitor 	0.40 L	College Fund	
F. Value of equipment purchased during the year		5.6 L		



4.2 Computerization of administration and library.

Computerisation of administration and library has started from the session 2011-12.

To comply with the order of the Government of West Bengal in order to introduce the procedure of a full fledged online student admission for the coming session, an all out effort was taken by the college. The service of a new software company had been hired to restructure the college website. The existing website was upgraded describing faculty profile and facilities offered by the college. A portal for admission was opened in the website guiding the students and the guardians about the entire procedure of online admission, step by step.

The entire process called for a huge up gradation of the computer and internet facility of the college. The computers in the Principal's office and the college office were made available for this purpose. Internet facility for online admission was made available from the local cable operator. The admission committee and the office continuously kept on upgrading the status of the student merit list online as well as the facility of net banking through the State Bank of India for paying the application and the admission fees was made available. As a result the admission process became absolutely computerized.

Besides, in the beginning of the session, 4 departments, i.e., English, History, Political Science and Sanskrit were equipped with a laptop computer. For the department of Geography a more sophisticated computer was bought. All other departments had laptop computers of their own which were returned by some of the teachers of these departments (Bengali, Education) after the completion of their MRPs.

The staff room and the seminar library were equipped with colour printers and photocopying machines.

The full time librarian joined in this session. The Library was furnished with two desktop computers with printers and internet facilities for the librarian and for the students and teachers working in the library.

To have a facility to browse the journals in the National Library, teachers were given the membership of 'N list'.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	21153	846669	544	146176	21697	908178
Reference Books	69	25709	76	34450	145	57588
e-Books	-	-	10	Free	10	Free
Journals	143 (NO. of issues)	4377	-	-	143 (NO. of issues)	3939
e-Journals	-	-	NLIST	5000	-	-
Digital Database	-	-	-	-	-	-



CD & Video	-	-	-	-	-	-
Others (specify)	Maps 65	Price not mentioned	British Council Institutional Membership	10000	Maps 65	Price not mentioned

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	35 Desktops +5Laptops	26	In BBA Lab Principal's office College Library Accountant's Office Computer Room -Office Geo Staffroom Geo Lab	BSNL Broad Band	NIL	7 Desktops +1Laptop	2 Laptops 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	1 Desktop 1Laptop			Dongle	NIL		1 Desktop in Library 1 Laptop for department of Pol. Sc	
Total	36 Desktop + 6 Laptop	26				7 Desktops +1Laptop		

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

Computer laboratory for Geography and Commerce students is there. The students also can use computer in library.

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 at this stage, efforts to enhance awareness about support service were largely made by the college authorities through notification. The **Head of the Institution, teachers** in their respective departments and **the students' union** also took 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 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 such concessions. Apart from this an informal mechanism between the teachers and students is **always** there for tracking the progression.

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, next time.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1282	0	0	0



(b) No. of students outside the state

10

(c) No. of international students

02

Men	No	%	Women	No	%
	0	0		1282	100%

Last Year						This Year					
General	SC	ST	OBC & Minority	Physically Challenged	Total	General	SC	ST	OBC & Minority	Physically Challenged	Total
1498	108	1	14	--	1621	1177	79	02	24	--	1282

Demand ratio 2.19 :1

Dropout % 27.46

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

Since the college is an under-graduate one, there is no opportunity to appear in 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 higher secondary schools, and many of them are employed in different 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 a job after the completion of under graduate studies, sit for examinations conducted by the Public Service Commission and the Union Public Service Commission to work as section officers in offices of state and central government. Some also pursues the career of Tax Consultants at different firms.



5.6 Details of student counselling and career guidance

Besides monetary support, **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.

No. of students benefitted

75 (approx)

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
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 and risks.

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

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.

The Department of Commerce organised a Workshop on Animation and Multimedia, organised by RTG Animation



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 **Freshers' 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 Goddess 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.

5.9.1 No. of students participated in cultural events.

Every year the students union organises cultural programme.

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

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	71	27,700
Financial support from government	68	21,000
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

01

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.

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. The approval is still pending with the KMC.

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 instil self confidence in the students.

To nurture creativity and instil 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 Quality improvement strategies adopted by the institution for each of the following:

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 EXAMINATIONS

As an affiliated college of the University of Calcutta, students enroll 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 examinations** within 15 days and the results are published in 3 weeks.

UNIVERSITY EXAMINATIONS:

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 of scripts, 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 for practical at 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 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, Geography and Commerce Departments 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 of 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. The present librarian joined in this session only. He is taking a lot of effort to digitize the library. As a part of that the college has introduced N-List.



6.3.6 Human Resource Management

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

- Every 4 years the election of the Teaching and Non-teaching 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 the democratic management of 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

4 Assistant Professors and 1 librarian have joined.

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.

From this year, as per the instruction of the Government of West Bengal, the admission process had been made entirely online. A change has been introduced. The college has restructured a website where notification, schedule and procedure of admission in detail have been posted. 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.



In order to achieve the goal of **3 Es --- Expansion, Equity and Excellence** – in 2014 a legislation was initiated by the West Bengal Legislative Assembly. As a part of the legislation to achieve Equity, it was decided to make a 17% increase within a period of 6 years in the number of seats in the time of admission, of OBC-A, OBC-B and PWD (Person with disability) category keeping the percentage of the category of general and SC, ST seats intact.

With this goal in mind, in the session 2014-15 numbers of seats were increased in English, History, and Education department.

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 & 'kannyashree Prakalpa'

6.5 Total corpus fund generated

Rs = 30,75,647/-
(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, Geography and Commerce 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

In some Departments parent teacher meetings are regularly held but there is no such 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.

From 2014 onwards the association was revived once again. The first formal interaction with the college was on the occasion of World Environment Day on 5th June.

6.13 Development programmes for support staff

No formal programmes are conducted but the support staff is continuously given on job training in computer. For instance to implement COSA, one office staff was sent for formal training.

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.

The college observed World Environment Day on 5th June with the present students, faculty members, office staff and alumni. There was a short cultural programme based on Upanishada and writings of Tagore reiterating the necessity of saving the trees and green as an essential prerequisite for saving the world. As a part of the programme saplings were planted by the present students and alumni.

A plan was chalked out to set up an eco club and if possible, a garden of medicinal plants.



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.

Since the IQAC had not been functioning, 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 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.

It was decided in the admission committee meeting to open a college website with the help of a professional company. There had been already one such professional body working on this but since their performance was not satisfactory the college entrusted the task to another company. A continuous effort was taken up by the admission and the website committee to provide the chosen company with all the inputs to build up the college website properly so that it becomes absolutely convenient for the stake holders, especially the students to use the website for online admission.

A tie up had also to be made with a bank so that online payment can be made. After talking to several banks, State Bank of India was chosen for the purpose.



In order to make the teaching facilities ICT enabled, steps were taken to build up infra-structure as far as possible. Plans were being chalked out to buy smart boards, mini projectors, to give laptops to honours departments and to library for a free internet access to students to install photocopying machines in the staffroom and seminar library, to buy more computers for the computer Laboratory for the students of Geography and Commerce and so on and so forth.

By middle of the session, many of the facilities were made available to different departments and the students.

Every year an Academic Calendar with curricular and co curricular activities have been chalked out.

Several meetings of the Academic sub-committee are convened throughout the year to discuss and review the academic plans and programmes of the college. All Heads of departments are members of the Academic sub-committee.

Departmental meetings are held regularly throughout the year.

Such innovations brought in a definite positive change to the overall functioning of the institution.

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

- The hostel was formally inaugurated by the Minister of Education, Government of West Bengal, Hon'ble Partha Chatterjee on 3rd February 2015.
- The number of boarders increased from 4 to 27.
- As per the order of the Government of West Bengal COSA implementation for the preparation of the salary bill of the entire college employees under E-Governance was made.
- An application of Rs.1.05 crore for the extension of the college building was made to the Department of Higher Education, Government of West Bengal, So far Rs. 70,00,000/- was sanctioned and Rs.25,00,000/- has been released.
- As per the order of the Department of Higher Education, Government of West Bengal every preparation for online admission for the session 2015-'16 was chalked out. Application forms, Publication of Merit List would be made online. For the online payment of issuing of application forms and admission fees, a tie up was established with the State Bank of India, Rashbehari Branch.
- For this purpose, an admission portal in the college website was made. College website was restructured so that the students can get all information regarding fee structure, important dates of admission, mode of payment from the website. To facilitate the admission process the website was continuously updated and all information was made available to the students from time to time.
- The entire process of online admission for the session 2015-16 was made available to the students from May – June 2015.



- Smt. Srimati Majumder, Smt.Sampa Bhattacharaya of Bengali Department, Smt. Purnima Mallick of Geography Department, and Sri. Manas Naskar of Commerce Department, started working on Minor Research Project sanctioned by UGC under XIIth plan.
- Smt. Srimati Majumder of Bengali Department received grant for the proposal submitted in the earlier session for organizing a State Level Seminar on Lila Majumdar from UGC. Prof. Manas Naskar of Commerce Department received grants for the proposal submitted in the last session for organizing a National Level Seminar on Statistics from the UGC under 12th plan.

7.3 Give two Best Practices of the institution

- 1) **Working on to revive the Cumulative Record Card to monitor the progress of the students.**
- 2) **Alumni Association was revived.**

Please see Annexure C

7.4 Contribution to environmental awareness / protection

Since environmental protection is an imperative in today's era of global warming, the Teacher in Charge took an initiative on her own to observe the world Environment Day on June 5th. A cultural programme based on vedic and Tagore literature on environment was conducted by the present students, teachers and alumni to create an awareness about environment. Saplings were planted by the present students and the alumni.

Following this programme it was decided to set up an eco club which will take a more organized effort to carry on different environmental projects.

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

7.6 Any other relevant information the institution wishes to add.

Strength

Location of the college is very convenient with bus, tram, train and metro connection. The college is not a big one. The atmosphere is peaceful, undisturbed and very congenial for academic pursuits.

From the session 2013 -14 the college is offering the facility of a well equipped hostel for the students.

The well experienced dedicated faculty members are strength of this college. In all the departments the institute has a very healthy student teacher ratio. Teacher-Student relationship is strength of the college. This helps the teachers to take personal care to address their weakness and shortcomings.

The central library with a very rich collection of reference books along with the seminar libraries in all Honours departments can be utilized by the students and faculty members to enrich their knowledge.

Encouraging result at final University examination in last four consecutive years of some departments is another source of strength.



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, and English positions remain vacant taking a lot of time to get filled in.

Additional teaching posts would facilitate better teaching.

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.

Poor and irregular attendance of students is a major problem. In spite of repeated counselling in the class, in 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.

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 2012-13 sessions 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 students to the class room, to reduce their dependence on private coaching and creating achievement motivation among them are some of the challenges faced by the college.

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

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

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

8. Plans of institution for next year

- **With the goal to prepare for the assessment by NAAC in 2016, the college geared its entire plan towards this in the coming session.**
- As a first step to this, the administration took steps to reconstruct the IQAC according to the revised guidelines provided by the UGC XII plan.
- As per the instruction of the Higher Education Department, West Bengal Government, a detailed plan to activate online admission was chalked out, step by step.
- To optimize the process of online admission and to make it as user friendly as possible, it was planned to change the Software Support Company that would handle the entire process. The college website and admission portal had to be entirely overhauled.
- It was planned to choose a bank for processing the monetary transaction relating to online admission.
- An internet connection from the local Cable operator was taken to keep the net connection uninterrupted.
- To revamp the ICT facilities, several steps were planned to be taken in the coming session with the grants provided for the college.
- **For the holistic development of the students, it was decided to organize several activities by establishing eco club, film club, photography club etc.**
- In the nascent days of the students' hostel, to increase the number of seats and to face several teething problems, a continuous reviewing of the status is still needed. Learning from the experience of the previous years, the hostel committee has to continuously revise the plans to make the facility more and more flawless.



- Plans for the UGC sponsored National Seminar to be organized by the Department of Commerce and the UGC sponsored State level Seminar to be organized by the Bengali Department were chalked out.
- **Deshbandhu College for Girls has been completing its 60 years on August 1, 2015. To mark this moment of pride in a fitting manner as well as to carry the torch further in the field of women's education in the coming days, it was planned to celebrate the occasion in a big way. A Diamond Jubilee Committee was formed with one of its alumnus who currently is an Associate Professor in the College as the Convener and the Teacher in Charge as the Chairperson**
- It was decided to organize a series of seminars, talks, cultural event throughout the year to mark the occasion.
- The Department of Bengali as the first honours Department of the college decided to bring out an in house journal to commemorate the event.
- As a first step, it was planned to celebrate the Foundation Day of the College by lighting lamp by **Sri Sobhandeb Chattopadhyay, Member, West Bengal Legislative Assembly** and by organizing a seminar offering tributes to the founder members of the college. It was planned to invite **Prof. Lopita Sarkar, and the renowned Astro-Physicist Prof. Somak Raychaudhuri**, the illustrious children of the two of the founding Principals to reminisce about their fathers. **In memory of the Indian doyen of Chemistry Acharya Prafulla Chandra Ray whose birth anniversary almost coincides with the college foundation day a two daylong seminar in collaboration with the premier research organization, Asiatic Society was planned as a part of the inaugural programme of the college Diamond Jubilee.**

Name: Ms. Devbani Raychaudhuri

Signature of the Coordinator, IQAC

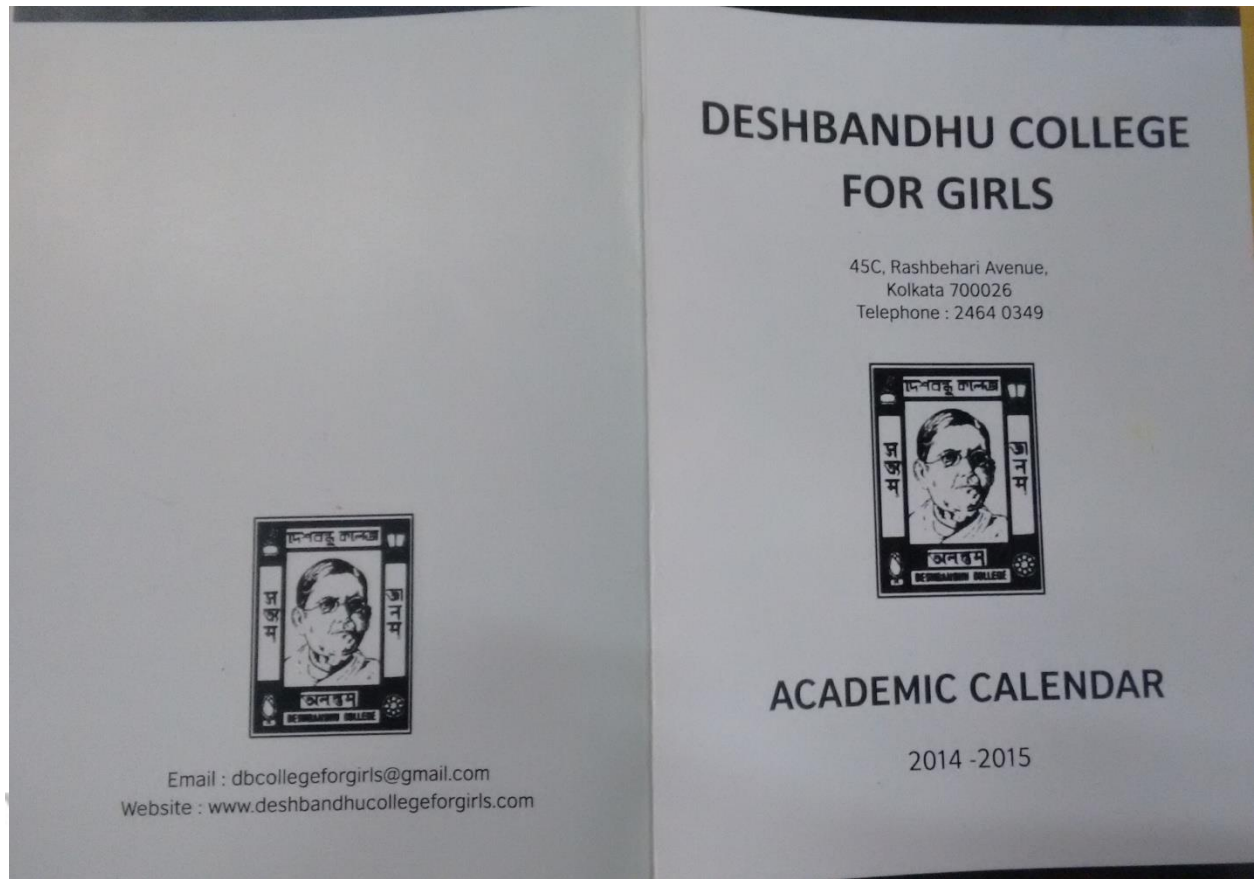
Name: Dr. Anita Chattopadhyay Gupta

Signature of the Chairperson, IQAC

PRINCIPAL
DESHBANDHU COLLEGE FOR GIRLS



Annexure A





Annexure A

Curricular & Co-Curricular Activities 2014-2015		List of Holidays 2014-2015		
1st July, 2014 Monday July, 2014*	College opens after summer recess Academic Sub-committee Meeting & TC Meeting Third Year Honours Classes commence B.Com	DATE	DAY	HOLIDAY
18th July, 2014 Tuesday	Second year Honours and general classes commence - B.Com	29th July, 2014	Tuesday	Id-Ul-Fitr
21st July, 2014 Monday	First Year Honours and General classes commence - B.A. / B.Sc./B.Com	1st August, 2014	Friday	College Foundation Day
28th July, 2014 Monday	Third Year Honours & General classes commence B.A./B.Sc.	15th August, 2014	Friday	Independence Day
12th August, 2014 Tuesday	Second Year Honours and General classes commence B.A./B.Sc.	17th August, 2014	Sunday	Krishna Janmastami
9th September, 2014, Monday	Freshers' Welcome	23rd September, 2014	Tuesday	Mahalaya
September, 2014	Puja Vacation (Inclusive of both days)	28th Sept.- 26th Oct. 2014	Sunday - Sunday	Puja Vacation (inclusive of both days - Gandhi Jayanti & Id-Ud-Zoha)
29th Sept. - 26th Oct. 2014	College reopens after Puja Vacation.	(2nd & 8th October, 2014)	Saturday	Jagadhatri Puja
27th October 2014 Monday	Departments to complete Mid-term Examinations	1st November, 2014	Tuesday	Muharram
November 2014*	Departments to handover marks to college office for record	4th November, 2014	Wednesday	Deshbandhu Chittaranjan Das's Birthday
9th December, 2014 Tuesday	Mid-Term Examinations result	5th November, 2014	Thursday	Guru Nanak Jayanti
December, 2014*	COLLEGE SOCIAL	6th November, 2014	Thursday-Thursday	Winter Recess
December.*	Academic Sub-committee and TC meetings	25th December 2014 -		
23rd December, 2014 Tuesday	Last date for submission of Question Papers for Part-III Selection Test 2015 by the respective departments	1st January, 2015	Saturday	Fate-Dauz-Doham
25th December, 2014 Thursday to	Winter Recess	3rd January 2015	Monday	Birthday of Swami Vivekananda
1st January, 2015 Thursday	College reopens after Winter Recess	12th January 2015	Friday	Netaji's Birthday
2nd January, 2015 Friday	COLLEGE ANNUAL SPORTS	23rd January, 2015	Saturday	Calcutta University's Foundation Day
January, 2015*	Third Year Selection Tests commence	24th January, 2015	Sunday	Maghotsav / Saraswati Puja
6th January, 2015 Tuesday	Last date for Submission of Question Papers for Part-II Selection Tests 2015 by the respective departments.	25th January, 2015	Monday	Republic Day / Saraswati Puja
10th January, 2015 Saturday	Submission of Marks Selection Part-II by the respective departments	26th January, 2015	Tuesday	Shivratri
30th January, 2015 Friday	Publication of Part - III Selection Tests Result	17th February, 2015	Thursday	Dolyatra
2nd February, 2015 Monday	Third year form fill up	5th March, 2015	Friday	Holi
5th February, 2015 Thursday	Second Year Selection Tests Commence	6th March, 2015	Friday	Good Friday
9th February, 2015 Monday	Last date for Submission of Question Papers for Part-I Test 2015 by the respective departments.	3rd April, 2015	Tuesday	Chaitra Sankranti / B.R. Ambedkar's Birthday.
10th February, 2015 Tuesday	Submission of Marks for Selection Tests Part- II by the respective Departments	14th April, 2015		Poila Baisakh
23rd February, 2015 Monday	Publication of Part - II Selection Test Result	15th April, 2015	Wednesday	May Day
25th February, 2015 Wednesday	Second Year form fill-up	1st May, 2015	Friday	Buddha Purnima
27th February, 2015 Friday	First Year Selection Tests commence	3rd May, 2015	Sunday	Rabindrajayanti
2nd March, 2015 Monday	Submission of Marks Selection Tests Part- I by the respective Departments	9th May, 2015	Saturday	Summer Recess
19th March, 2015 Thursday	Publication of Part - I Selection Tests Results	16th May - 30th June, 2015	Saturday - Tuesday	Death Anniversary of Deshbandhu Chittaranjan Das
21st March, 2015 Saturday	First Year Form Fill-up	16th June, 2015	Saturday	
25th March, 2015 Wednesday				

*Specific dates to be announced later

N.B. Subject to modifications if necessary



Annexure B


4.6 AMOUNT SPENT ON MAINTENANCE IN LAKHS

Year	(i) ICT		(ii) CAMPUS INFRASTRUCTURE & FACILITIES		(iii) EQUIPMENTS	
	Purchased	Maintenance	Purchased	Maintenance	Purchased	Maintenance
2014-15			Electrical Works=Rs.22,017/-			Computer Maintenance =Rs.21,223/-
			Water Purifier=Rs.9,990/-	General Repairs & Maintenance =Rs.65,144/-	Ram/HDD=Rs.4,450/- 1 Laptop + 1Desktop +Software windows=Rs.74,440/-	



Annexure C

DESHBANDHU COLLEGE FOR GIRLS
45C, RASHBEHARI AVENUE
KOLKATA - 700 026
Phone : 2464-0349
Website : www.deshbandhucollegeforgirls.net



**CUMULATIVE RECORD
OF THE LEARNER**

NAME _____ ROLL _____

PROGRAMME OF STUDY _____

SUBJECT _____

SESSION _____



Annexure C

CUMULATIVE RECORD CARD PERSONAL DATA OF THE STUDENT	
NAME :	_____
FATHER'S NAME :	_____
MOTHER'S NAME :	_____
PERMANENT ADDRESS :	_____
TELEPHONE NO. :	_____
DATE OF BIRTH :	_____
PRESENT ADDRESS :	_____
INFORMATION REGARDING FAMILY	
EDUCATIONAL QUALIFICATION OF PARENTS :	_____
FATHER'S AGE :	_____
MOTHER'S AGE :	_____
FAMILY MEMBERS :	_____
TOTAL MONTHLY INCOME :	_____
POSITION IN THE FAMILY :	_____
IF THE STUDENT LIVE OUTSIDE HOME (HOSTEL, PAYING GUEST ETC.)	_____
NATURE OF THE RESIDENCE	_____
OTHER INFORMATION (if any) :	_____



Annexure C

PREVIOUS ACADEMIC QUALIFICATION											
NAME OF THE EXAMINATION :											
YEAR OF PASSING :											
SUBJECT											
MARKS OBTAINED											
TOTAL											
DIVISION											
NAME OF THE EXAMINATION :											
YEAR OF PASSING :											
SUBJECT											
MARKS OBTAINED											
TOTAL											
DIVISION											

INFORMATION REGARDING SCHOLASTIC RECORD			
SESSION: _____		CLASS I YEAR	
TEST			
SUBJECT	% of Marks	% of Highest Marks	Remarks
SESSION: _____		CLASS II YEAR	
TEST			
SUBJECT	% of Marks	% of Highest Marks	Remarks
SESSION: _____		CLASS III YEAR	
TEST			
SUBJECT	% of Marks	% of Highest Marks	Remarks
% of Attendance through out the Academic year : _____			
Reason for long Absence (if any) : _____			



Annexure C

RESULT OF UNIVERSITY EXAMINATION			
			YEAR _____
PART - I			
SUBJECT (HONOURS)	% of Marks	% of Highest Marks (College)	Remarks
PART - I			
SUBJECT (HONOURS)	% of Marks	% of Highest Marks (College)	Remarks
PART - I			
SUBJECT (HONOURS)	% of Marks	% of Highest Marks (College)	Remarks

INFORMATION REGARDING COCURRICULAR ACTIVITIES							
ACADEMIC SESSION							
GROUP	SPECIAL ACITIVITY	YEAR _____		YEAR _____		YEAR _____	
		Ability	Interest	Ability	Interest	Ability	Interest
SPORTS AND GAMES		Excellent Very Good Good	Excellent Very Good Good	Excellent Very Good Good	Excellent Very Good Good	Excellent Very Good Good	Excellent Very Good Good
RECREATIONAL ACTIVITIES		Excellent Very Good Good	Excellent Very Good Good	Excellent Very Good Good	Excellent Very Good Good	Excellent Very Good Good	Excellent Very Good Good
SOCIAL SERVICE		Excellent Very Good Good	Excellent Very Good Good	Excellent Very Good Good	Excellent Very Good Good	Excellent Very Good Good	Excellent Very Good Good
CREATIVE WORK		Excellent Very Good Good	Excellent Very Good Good	Excellent Very Good Good	Excellent Very Good Good	Excellent Very Good Good	Excellent Very Good Good
ANY OTHER ACTIVITY		Excellent Very Good Good	Excellent Very Good Good	Excellent Very Good Good	Excellent Very Good Good	Excellent Very Good Good	Excellent Very Good Good



Annexure C

INFORMATION REGARDING PERSONALITY TRAIT									
PERSONALITY TEST	ACADEMIC SESSION			ACADEMIC SESSION			ACADEMIC SESSION		
	YEAR Ist			YEAR IIInd			YEAR IIIInd		
GRADE	Excellent	Very Good	Good	Excellent	Very Good	Good	Excellent	Very Good	Good
INDUSTRY									
LEADERSHIP QUALITY									
SELF CONFIDENCE									
EMOTIONAL STABILITY									
REGULARITY									
INITIATIVE									
RESPONSIBILITY									
CO-OPERATIVENESS									
ANY OTHER TRAIT									

INFORMATION REGARDING INTEREST									
AREA OF INTEREST	ACADEMIC SESSION			ACADEMIC SESSION			ACADEMIC SESSION		
	YEAR Ist			YEAR IIInd			YEAR IIIInd		
GRADE	Excellent	Very Good	Good	Excellent	Very Good	Good	Excellent	Very Good	Good
LITERATURE									
SCIENCE									
FINANCE									
ANY OTHER SOCIAL LIFE									
FINE ARTS									
ANY OTHER									

SIGNATURE OF THE TEACHER

SIGNATURE OF THE PRINCIPAL