



Yearly Status Report - 2018-2019

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	DHRUBA CHAND HALDER COLLEGE
Name of the head of the Institution	DR SATYABRATA SAHOO
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03218222550
Mobile no.	7980548100
Registered Email	dchcollege@yahoo.com
Alternate Email	sudakshinabsengupta@gmail.com
Address	P.O: DAKSHIN BARASAT, DIST: SOUTH 24 PARGANAS
City/Town	DAKSHIN BARSAT
State/UT	West Bengal
Pincode	743372

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Sudakshina Sengupta(
Phone no/Alternate Phone no.	03324180575
Mobile no.	9830036739
Registered Email	dchcollege65iqac@gmail.com
Alternate Email	iqac@dchcollege.org

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.dchcollege.com/AOAR/2017-18.doc
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.dchcollege.org/main/downloads/academic-calender

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.45	2011	08-Jan-2011	07-Jan-2016
2	B+	2.59	2016	05-Nov-2016	04-Apr-2021

6. Date of Establishment of IQAC	17-Mar-2011
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Navigating through CBCS (Workshop)	22-Sep-2018 1	53
Teaching ENVS at the Undergraduate Level (Workshop)	02-Feb-2019 1	48
Academic Mentoring	06-Sep-2018 110	360
Preparation of applications for promotion under career advancement scheme	17-Aug-2018 45	5
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

The IQAC directed its attention to the Students' Satisfaction Survey during this academic session and designed the feedback mechanism in a new way. The data obtained, was analyzed by a team of faculty members and possibilities of improvement were later discussed. Two workshops for all teaching and nonteaching staff members of our college as well as other colleges in the district, were organized by the IQAC for a better understanding of the CBCS and the syllabus on ENVS. The IQAC also organized an international seminar on the occasion of the International Language Day. Another IQAC initiative was organizing a Career Fair for the students of this college. It also organized a seminar on the possible

employment opportunities , helping the students to participate in an interactive session. A continuous and conscious effort to make the admission process transparent on all levels, by emphasizing on cashless transactions in the campus. Community development programmes were focused on, during this academic session, by the IQAC. The Departments of Bengali and English extended their helping hands to two primary schools, providing the children with studentstationery and arranging for cultural programmes, in which students from these schools and our college participated, turning it into an exchange programme.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
To focus on the physical well being of our students.	A Yoga and Meditation session was organized for the students and faculties on 23rd April, 2019.
Organizing a workshop for the faculties of our own and neighbouring colleges on Teaching ENVS at the Undergraduate Level.	A Workshop on Teaching ENVS at the Undergraduate Level was organized by the IQAC on 2nd February, 2019.
Preparation of student satisfaction survey (SSS) report.	Studentsatisfaction survey (SSS) conducted online and report has been prepared by IQAC
Exploring Career opportunities for our students and providing them with professional guidance.	A Career fair was organized in the campus in collaboration with RICE, a professional organization, on 11.01.2019
Organizing a workshop for all teaching and nonteaching staff members before the introduction of the CBCS pattern.	Workshop on Navigating through CBCS', organized on 22nd September, 2018.
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body Dhruba Chand Halder College	26-Apr-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission	2019
Date of Submission	25-Feb-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	? The college website functions as an important media in disseminating news related to the academic affairs of the institution. All notices regarding admission, examination, events etc. are uploaded from time to time. The Principal and the Head Clerk can upload all such notices. ? At the commencement of each session, departmental brochures containing all relevant information pertaining to the academics is made available to the students and teachers. Details of the syllabus to be taught, number of classes allotted to each course etc. are communicated through these brochures. ? The College office has a data management system which prepares relevant reports on students.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The whole process of curriculum delivery starts with the meeting of the Academic Sub-Committee consisting of Departmental Heads where the overall plan for proper delivery of curriculum is made up. Departmental meetings of different academic departments are held where topics of the syllabus are distributed among faculty members. Departmental routines are prepared which are later on made in sync to prepare the overall weekly college routine and the same is approved by the Principal. Teachers impart lessons to students using various modern and traditional classroom teaching methods like Chalk & Blackboard, ICT enabled teaching learning methods, use of scientific software and models as per requirement, hands on Instrument handling, survey work, field work, educational excursions, distribution of class notes. Seminars and special talk by experts are also arranged. Intermittent meeting of the Academic Sub-Committee, meeting of the departmental teachers are held to keep track of the progress of curriculum delivery. The college has a Central Library as well as Departmental Libraries which has a rich collection of reading and reference books for the benefit of the students. A good number of Journals have been subscribed by the college in the field of Science, Commerce and Arts which the students can refer as resource material. Inflibnet (e-books and e-journals) facility is available for the faculty and students. Regular Assessment is done to keep track of the improvement of the students. Departments maintain detailed records of classes taken, assessments conducted and other departmental activities. Above all, college administration keeps a close eye on the

departmental activities like student related needs, result of the students of the concerned departments and other different activities which are related to effective curriculum delivery.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Psychology (General)	01/06/2018
BA	Sociology (General)	01/06/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	BA Honours	01/06/2018
BA	BA General	01/06/2018
BSc	BSc Honours	01/06/2018
BSc	BSc General	01/06/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Department of English Excursion to Hooghly Imambara and Bandel Church (31.01.2019)	55
BA	Department of Philosophy Excursion to Victoria Memorial & Belur Math (21.02.2019)	53
BA	Department of Sanskrit Excursion to Jorasanko Thakur Bari & Vivekananda	35

	Museum- Bidhan Sarani (27.03.2019)	
BA	Department of Education Education Tour to Botanical Garden (15.02.2019)	55
BSc	Department of Botany Botanical excursion at Lataguri (06.02.2019) AJC Bose Indian Botanic Garden (December, 2019) Visit to Narendrapur Ramkrishna Mission Medicinal Plant Garden (December 2019)	214
BSc	Department of Zoology Excursion to Ranthambor National Park , Ranthambor, Keoladeo National Park, Bharatpur and Agra (10.012019- 17.01.2019) Zoological garden Alipore visit (19.02.2019) Visit to Krishi Prajukti Kendra , Nimpith Ramkrishna Mission (125
BSc	Department of Geography Educational Tour to Ghatshila (09.01.2019-12.01.2019) Educational Tour to Dooars (26.02.2019 - 02.03.2019) Biodiversity register making in Beliadanga (Dakshin Barasat) (April 2019)	216
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained
The questionnaire is designed by the members of the IQAC and handed over to the students in due time. Once the feedback is obtained, the different views expressed, are usually discussed at another meeting of the IQAC and the

loopholes and weaknesses are identified. The authorities are informed about these and the Principal discusses these with the members of the different faculties. The Principal also holds discussions with the members of the non-teaching staff and certain measures are suggested in mutual consultation. • The feedback obtained from the students was handed over to Prof. Rasidul Karim and he, along with Dr. Joydeb Mishra, analyzed the entire data and came to definite conclusions. • It was resolved that the overall standard of education would be improved in the next academic session so that students find it useful to attend classes on a more regular basis. The academic environment and improved quality of teaching would be our goal. • The amenities in the library would be improved for better results of students. • It was also resolved that the feedback mechanism would be applied to the other stake-holders as well in future so that the overall standard of the institution could be raised.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	BCom General	100	80	77
BCom	BCom Honours	160	96	89
BSc	BSc General	110	152	110
BSc	BSc Homours	305	431	239
BA	BA General	2700	3001	2700
BA	BA Honours	870	3113	690

[View File](#)

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	7903	Nil	46	Nil	Nil

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
78	70	5	12	1	5

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

- To increase the teacher-student contact hours
- To identify and address the problems faced by slow learners and first generation learners
- To encourage advanced learners
- To decrease the student drop-out rates
- To

prepare students for the competitive world • Every year, departments individually organize orientation sessions on the class commencement day for students of first semester and explain the designing and implementation of the mentoring system of the department. In this mentoring process, all necessary information related to the student such as the contact number, email of the student, category, family income, gender etc are collected by the departmental teachers and maintained as student database. College also conducted induction program for 1st semester students on the following topics i.e Introduction of college - Various activities conduct by the college faculties - Examination pattern - Career Opportunities etc.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
7903	46	1:172

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
48	43	5	11	7

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	General	3rd Year	30/05/2019	14/08/2019
BSc	General	3rd Year	30/05/2019	14/08/2019
BA	General	3rd Year	30/05/2019	14/08/2019
BCom	Honours	3rd Year	25/04/2019	25/06/2019
BSc	Honours	3rd Year	25/04/2019	25/06/2019
BA	Honours	3rd Year	25/04/2019	25/06/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college introduced project based evaluation system in the college examination under CBCS system. Some departments are also evaluating through group discussion, debates, seminar presentation etc. There are also MCQ for evaluation in the Honours and General course are also introduced by the University. All departments have a mechanism of internal assessment of students' learning process. In the mid-sessionsome departments organize class test students for their evaluation of writing and answer presentation. Then teachers discuss with students their shortcomings and achievements. After this test teacher searches the weaken area of the students. Slow learner students

are being traced and they come under focus.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

During the beginning of every academic year, the University of Calcutta forwards an Academic calendar to its affiliated colleges. Keeping in line with this calendar and the college prepares a calendar which also includes college specific activities. The academic calendar contains the yearly schedule of the college ranging from the list of holidays (national level holidays, state level holidays, local holidays and the institutional holidays), dates schedule of the college examinations and other forms of evaluation such as Internal Assessment, Tutorial etc. The tentative dates of publication of college results are also mentioned in the academic calendar. Schedule of other activities such as Parent-teacher meeting, college social and other cultural programmes, college sports etc are also provided in the academic calendar. So, the academic calendar is a very useful document, which contains the most important dates to guide the teachers and students. This academic calendar provides important information about teaching dates examination dates extra co-curricular activities, semester based and annual based examinations. Before the commencement of every semester respective departments prepare a detailed study plan, assignments for the individual teachers and the number of classes allotted to each course.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://dchcollege-admission.org/ug/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
MCBA	BSc	Micro-Biology Hons	5	4	80
SANA	BA	Sanskrit Hons	42	41	97
PLSA	BA	Political SC Hons	42	40	95
PHIA	BA	Philosophy Hons	36	30	83
HISA	BA	History Hons	94	91	97
ENGA	BA	English Hons	65	57	87
EOCA	BSc	Economics Hons	1	Nil	0
CEMA	BSc	Chemistry Hons	Nil	Nil	0
BOTA	BSc	Botany Hons	4	3	75
BNGA	BA	Bengali Hons	120	112	93

[View File](#)

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[Weblink : http://dchcollege.org/main/AQAR/STUDENTS%20FEEDBACK_2018-19.pdf](http://dchcollege.org/main/AQAR/STUDENTS%20FEEDBACK_2018-19.pdf)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Political Sc	1	Nil
National	Bengali	2	Nil
National	Philosophy	1	Nil

National	Psychology	2	Nil
National	Microbiology	6	5.8
International	Geography	1	Nil
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Economics	6
Political Science	4
Philosophy	1
Geography	1
Physics	2
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	7	20	Nil
Presented papers	3	1	Nil	Nil
Resource persons	Nil	Nil	Nil	2
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities

ShasthyaParisheba	N.C.C 10 Bengal Battalion N.S.S Units 1 2	8	146
Saving Lives and managing Crowds	N.S.S Units 1 2 with W.B Government	4	68
Traffic Awareness Programme	N.C.C 10 Bengal Battalion and N.S.S Units 12 with W.B Police	Nil	90
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Aids Awareness Programme	N.C.C 10 Bengal Battalion and N.S.S Units 12	Observing World Aids Day	6	82
Swachh Bharat Abhijan	N.C.C 10 Bengal Battalion and N.S.S Units 12	1. Cleaning the Campus 2. Cleaning the Parks in the locality 3. Disposing off plastic waste	7	250
ShasthyaParisheba	N.C.C 10 Bengal Battalion and N.S.S Units 12	1. Thalassaemia Screening Camp 2. Observing World Cancer Day 3. Observing World Health Day 4. Blood donation programme	8	146
Saving Lives and managing Crowds	N.S.S Units 1 2 with W.B Government	1. Ganga Sagar Mela	Nil	68
Traffic Awareness Programme	N.C.C 10 Bengal Battalion and N.S.S Units 12 with W.B Police	Safe Drive, Save Life	Nil	90

Green Project	N.S.S Units 1 2 with W.B Forest Department	Tree Planting Programme	3	85
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange Dept of Bengali	1–Dr. Sovana Ghosh	Self	1
Faculty Exchange, Dept. of English	1---Sudakshina Sengupta	Self	1
Faculty Exchange, Dept. of Political Science	2–Dr. ManikaRakshit Prof. SubirGayen	Self	2
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
DCH College GMSM Mahabidyalaya	22/09/2018	to facilitate Academic share Departmental Resources	87
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
6850000	1626969

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing

Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Seminar halls with ICT facilities	Newly Added
Seminar Halls	Newly Added
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Partially	3.18.06.000	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	26203	560779	724	266611	26927	827390
Reference Books	112	91500	26	21240	138	112740
Journals	31	63889	28	38103	59	101992
Digital Database	1	5775	Nil	Nil	1	5775
Others (specify)	3	2750	Nil	Nil	3	2750
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	104	15	72	2	5	21	55	200	6
Added	0	0	0	0	0	0	0	0	0
Total	104	15	72	2	5	21	55	200	6

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

200 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility

Provide the link of the videos and media centre and recording facility

No Data Entered/Not Applicable !!!

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
3600000	3419000	7400000	7299330

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

• Infrastructure maintenance and development is a continuous process and hence, provisions are made for it every academic year. There are different committees to monitor the maintenance of the infrastructure and advise the Principal on matters relating to its augmentation. • For all new constructions and renovations of the existing portions in a building, the Zilla Parishad is entrusted with the work order, so that the engineers, overseers and other technical personnel get the actual job done. • As for the required funds, different bodies like the M.L A's Fund and M.P. Lad Foundation are usually approached but these have not yielded to any fruitful result so far. The college provided its own fund from the accumulations accrued at the Distance Education Centres and fixed deposits with different banks.

dchcollege.org/main/downloads/notice/PROSPECTUS2020.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	STUDENTS CONSCSSION	525	10000
Financial Support from Other Sources			
a) National	SC, ST, OBC	2228	8912000
b) International	0	Nil	0

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Yoga and Meditation	23/04/2019	290	IQAC and Department of Physical Education

			in collaboration with World Yoga Society
Personal counseling and mentoring	06/09/2018	562	Departments of English, Bengali, Botany, Geography, Zoology and Physics
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Career Fair for Career counseling in collaboration with Rice on 11.01.2019	49	486	22	12
2019	One day workshop on 'Future Horizon - Qualitative Approach for Career Development' 29/01/2019 Professor Moumita Mondal (Assistant	75	275	32	19
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
4	3	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
RICE	761	Nil	Nil	45	31

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	63	BA (Hons)	Education Sanskrit Pol Science History English Bengali	Rabindra Bharati University R.B.U Calcutta University R.B.U R.B.U R.B.U Diamond Harbour women's University Calcutta University RBU	MA, MLIS
2018	17	B.SC (Hons)	Botany, Ge ography, Phys ics Zoology	Rabindra Bharati University R.B.U Calcutta University R.B.U R.B.U R.B.U Diamond Harbour women's University Calcutta University RBU University of Calcutta, University of Calcutta, University of Calcutta NSOU Diamond Harbour University	MSC
2018	4	B.Com (Hons)	Commerce	CU	MCOM
2018	331	BA BSC	Science Arts	NSOU	MA MSC

5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
-------	---

Any Other	6
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Teachers' Day Celebration	Institutional	505
Freshers' welcome	Institutional	5328
Sarodotsov Agomoni	Institutional	424
Bijoya Sammiloni	Institutional	408
College Annual sports Intra-College Football Tournament Intra-CollegeTournament Intra-College swimming Tournament Teacher student Football, cricket, Cricket	Institutional	375
College cultural fest and programme Recitation Debate Quiz Extempore speech contest Music Dance	Institutional	2700
College social	Institutional	2528
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Inter collegiate Sports organized by CU	National	3	Nil	DCHC/000 234/18 to DCHC/02345 /18	Priyanka Naiya Jhumpa Das Pranasree Pramanik Payel Bairagi Niyati Ghosh Kuheli Purkait Rahida Khatun Rinku Sardar Archana Mistry Rakhi Naskar Mitali Sheuli

					Jaya Ghosh Santonu Halder Avijit Das Ram Mondal Surajit Sarkar Bhaskar Adhikary Santanu Halder
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

As per the directive of the West Bengal Higher Education Department, no Students' Union could be formed during the session 2018-19. However, selected students from various departments had been organized under the banner of E Staff to assist the authority in organizing various programmes related to the students.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

5.4.3 – Alumni contribution during the year (in Rupees) :

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Since the authorities of this college believe in autonomy of the different units, emphasis is given to the various levels of organization, working in collaboration, for the smooth running of the institution. • The Governing Body, comprising the President, the Secretary(the Principal), government and University nominees, teaching, non-teaching and student representatives, functions as the overall policy-maker of the institution, implementing rules for governance, framing policies and steering the institution towards a better future. • The Principal acts as the key person in terms of the execution of policies framed by the Governing Body and the University, implementation of rules related to the stakeholders of the institution and overseeing the different activities in the college, with the help of the IQAC, the Teachers' Council and Non- teaching Staff Council. All decisions relating to the academic and administrative matters are taken by the Principal with the help of these Bodies. . • A senior faculty is appointed as the Head of the Academic Body of the college, to plan, implement and co-ordinate between the various sections of

the academic units. Different sub-committees are formed to help in the day to day administration of the college. Above all, the IQAC functions as the guide, advising, instructing and helping the different sub-committees and formulating measures to improve the quality of education in the institution. • At the Faculty level, a number of sub-committees are formed every year, for a practical implementation of the framed policies. A list of such sub-committees is displayed on the college notice board soon after its formation. • The day to day work at the office is done and supervised by a few members of the non-teaching staff, led by the Head Clerk, so that the work in the college runs smoothly, and students, teachers and non-teaching members do not face difficulties. The financial aspect is handled by a few non teaching staff members, led by the Accountant. • Formation of the GROUP E STAFF comprising teachers, students and non-teaching members, to assist the Principal in matters relating to students' activities, has been one step in the direction of the smooth running of the institution. • At the students' level, a Students' Union is formed every year through ballots and voting by the students, but since the last two years, this has not been maintained as per instruction of the Higher Educational Council. However, a few students have been nominated into a committee to assist the administration in different students' activities. All these units act as a unified Body, taking part in decisive policies, administrative measures and in planning the academic framework, for a smooth running of the institution. The Anti Ragging and Gender Sensitization Committees along with A Grievance Redressal Cell have been formed, with the following Sub-Committees, for a better functioning of the college. The list of such sub-committees is given below : List of Sub-Committees : 1. Academic Sub-Committee 2. Finance Sub-Committee 3. Distance Education Sub Committee 4. P.F Sub Committee 5. Death Cum Retirement Benefits Sub Committee 6. Sports Sub Committee 7. Cultural Sub Committee 8. Students' Welfare Sub Committee 9. Magazine Sub Committe. 10. Land and Building Sub Committee 11. Laboratory Sub Committee 12. Career Counselling Sub Committee 13. CAS Sub Committee 14. Research and Publication Sub Committee 15. Library Sub Committee 16. Purchase and Tender Sub Committee 17. Students' Welfare Sub Committee 18. Internal Audit Sub Committee 19. UGC Sub Committee 20. Students' Welfare Sub Committee.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Human Resource Management	TEACHING STAFF : There are a number of categories in this section which are as follows : ? Permanent teaching faculty ? Contractual faculty ? Part time teaching faculty ? College appointed guest faculty ? College appointed contractual faculty NON-TEACHING STAFF : Different categories exist in case of non-teaching staff members as well: ? Permanent staff ? College appointed Groups C and D staff
Admission of Students	The admission process is on-line and transparent. • Admission of students to the different courses of study is made on the basis of notification sent in this regard, by the Calcutta

University. • The number of seats in the Honours and General Streams is fixed by the affiliating University. • Submission of forms for admission and publication of merit lists are made on line. • Documents are physically scrutinized by the faculties. • Adherence to the reservation of seats for S.C, S.T, P.H and O.B.C candidates is maintained by the college. • The entire admission process is done on-line, as directed by the Higher Education Council.

Library, ICT and Physical Infrastructure / Instrumentation

Library, ICT and the infrastructure of the college are upgraded periodically, based on the recommendations of the respective sub-committees. • The Library offers the following facilities : • N List for its teachers and students • OPAC • Browsing • Photocopying • KOHA software for computerized bibliographical database • Computers, laptops and printers are allotted to the various departments and office, as and when required.

Research and Development

The area of Research and Development is taken up by the teaching community of the college. Many of the faculties have published articles in different journals and also published books on scholarly subjects.

Examination and Evaluation

Since this college is a constituent of Calcutta University, all instructions relating to Examination and Evaluation, are followed by the college without any changes. However, class tests and internal evaluations are held regularly for students' academic appraisal.

Teaching and Learning

• The faculties in this college generally use the "chalk and talk" method but, with the development of technology, the focus has shifted to the use of ICT induced programmes, to make their presentations attractive and effective. The emphasis is on power point presentations, film clippings and audio visual aids. • A number of Extension and Special lectures have been arranged throughout the year by various departments, to expose our students to the developments in the outer world. • Training and sending our students to participate in the Youth Parliament and preparing a few others to speak in an inter-zonal meet,

	<p>organized by our college, were some of the academic achievements in 2018-19. • Field trips and excursions have been organized by all the departments during the academic session 2018-19.</p>
Curriculum Development	<p>Since the University does not offer scope for curriculum development, the college cannot do so in any way. But the teachers of various departments include sub sections or sub topics in different subjects, which are helpful for the understanding of the syllabi</p>

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	<ul style="list-style-type: none"> • At the academic front, plans are being devised to make class-room teaching and learning more productive and fruitful, by concentrating on increased usage of technology, thus reducing the present time-frame. • At the office level, efforts have been taken to make every segment computerized, so as to have all data relating to students, teachers and non-teaching staff updated. • The system of collecting feedback from the stakeholders and analyzing the same, are being planned at present, so that the entire system may be at place from the next academic session.
Administration	<ul style="list-style-type: none"> • All important notices and updates are communicated to the students, teachers and non-teaching staff members, through the college website. • The SMS gateway is used extensively to provide relevant information to the students. • The electronic display board at the college premises displays relevant information to the students during college working hours. • E tendering is followed in cases of bulk purchase of commodities and construction, renovation of buildings. • The minutes of all IQAC meetings are uploaded on the college website. • The Principal and other faculties use e-mails for various purposes in regard to administration.
Finance and Accounts	<ul style="list-style-type: none"> • Receipt of admission fees is completely online. • . Salary of faculty members and staff are sent directly to their bank accounts. Salary bills are submitted to the Treasury through the IFMS software.

Student Admission and Support	<ul style="list-style-type: none"> • The entire process of admission is done on-line, from the submission of application forms, to the payment of admission fees. • The E-mail ids of members of important committees like the Anti Ragging Committee, Gender Sensitization Committee and----are made available to the students -----(website) and display banners put up in the college campus.
Examination	<ul style="list-style-type: none"> • All documents required for conducting the examinations, are obtained on-line, by the college. These include admit cards of examinees, top-sheets for the different subjects and papers and respective DR sheets. • The process of evaluation of answer scripts is manual, but the system of uploading marks on the prescribed portals is in accordance with the format set by the Calcutta University.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Programme	3	10/06/2019	30/06/2019	21
Orientation Programme	1	05/03/2019	01/04/2019	28

Orientation Programme	1	12/11/2018	04/12/2018	21
Refresher Course	1	12/06/2019	25/06/2019	14
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
36	25	0

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

? The college has an Internal Audit Committee with the Bursar and Accountant at its head, checking the accounts. ? The external auditor is entrusted with the task of providing the audited accounts. The name of the organization is Debabrata and Associates, Chartered Accountants, a government approved firm of repute.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	0
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6.4.3 – Total corpus fund generated

4219399.00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	Yes	Governung Body
Administrative	No	NA	No	Nill

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

D.C.H College caters to the academic needs of thousands of students hailing from remote areas, villages and the Sunderban hinterland. A sizeable number of students are first generation learners, whose parents are either daily wage earners or farmers. Hence, they do not get the opportunity of interacting with the teachers and other staff members of the college. It has thus, not been possible to form a formal Parent Body in the institution. But the authority, through the teachers, establish contact with them, when the necessity arises. • Parent Teachers' meetings are held every academic session, where the parents are appraised of their wards' poor attendance and poor academic results. •

Suggestions are invited from parents who come to the college for various reasons, regarding the needs of the students, grievances, if any, and overall improvement measures . • .Parents of girl students are often counseled by the faculties so that they refrain themselves from getting their daughters married off before completing their course of study.

6.5.3 – Development programmes for support staff (at least three)

NIL

6.5.4 – Post Accreditation initiative(s) (mention at least three)

• As suggested in the report of the NAAC, this college has taken the initiative to strengthen the IQAC by inviting two eminent personalities like Swami Bhudebanada, Principal, Narendrapur Ramakrishna Mission Residential College and Dr. Shampa Dutta Gupta, J.D.P.I, Govt. of West Bengal, to be its honourable external members. The IQAC holds regular meetings, working on strategies to be implemented, planning programmes conducive to the overall development of the institution. The IQAC has also initiated workshops and organized a number of seminars in the college, in collaboration with the different departments. • The Feedback Mechanism has been made more systematic and smooth.. The data obtained, is analyzed and placed before the IQAC for discussion. Measures of improvement are then suggested. • Shortage of permanent faculty in the college had been pointed out at the last NAAC report. The authorities have already focused on this issue and taken steps to appoint as many as ---faculty members in different categories like Contractual Full time lecturers and Contractual Guest lecturers. Steps for post creations have been taken, particularly in the one-man departments like Zoology, Botany, Physics and Chemistry

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	Yes
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Navigating through CBCS	22/09/2018	22/09/2018	22/09/2018	53
2019	Teaching ENVS at the Undergraduate Level	02/02/2019	02/02/2019	02/02/2019	48
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender	06/09/2018	06/09/2019	139	102

Equality: Vision or Reality				
New Women: Opportunities and Challenges	08/03/2019	08/03/2019	126	93
Academic discussion on Women's Writings	02/12/2019	02/12/2019	80	62

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
? The college has replaced all the old bulbs and tube lights with L.E.D lights, to save energy. Students are also directed to switch off the main power switches in class rooms when not in use. ? Waste bins have been placed at different corners to keep the campus clean and healthy. ? The upgradation of the existing solar panel is a major thrust area at present.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Scribes for examination	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	15/01/2019	3	1.Saving Lives and Managing Crowds	1. Saving lives and managing crowd at Ganga Sagar Mela	68
2018	1	1	18/07/2018	10	Green Project	2. Planting trees in the locality.	85
2018	1	1	24/09/2018	1	Swach Bharat Project	3. Cleaning parks in the locality.	90
2018	1	1	28/09/2018	1	Swach Bharat Project	3. Cleaning parks in the	101

						locality	
2018	1	1	30/11/2018	1	Swachh Bharat Project	3. Cleaning parks in the locality	93
Nill	1	1	23/02/2019	1	Swachh Bharat Project	3. Cleaning parks in the locality	102
Nill	1	1	29/03/2019	1	Swachh Bharat Project	3. Cleaning parks in the locality	92
Nill	1	1	27/04/2019	1	Swachh Bharat Project	3. Cleaning parks in the locality	98
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Prospectus Code of Conduct for teachers, non-teaching staff and students.	09/08/2018	All information related to the academic courses, co-curricular activities, maintenance of discipline and other strictures are mentioned in the prospectus. The students are directed to go through it minutely, before attending classes.
Departmental Brochures	30/08/2018	The details about the academic activities of the department, co-curricular activities and other necessary information are given in each departmental prospectus for students to read and take note of.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of Rabindra Nath Tagore's birthday	09/05/2018	09/05/2018	56
Observance of Republic Day	26/01/2019	26/01/2019	82
Observance of	15/08/2018	15/08/2018	150

Independence Day			
Sharodotshab invoking Goddess Durga	08/10/2018	08/10/2018	156
Celebrating World Science Day	19/11/2018	19/11/2018	282
Celebrating Anti Tobacco Day	20/11/2018	20/11/2018	305
Observing World Yoga Day	23/04/2018	23/04/2018	290
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

? The institution arranges for tree plantation every year, on its foundation day, making it an annual event. This is done by an eminent personality who is invited to be the Chief Guest/ Resource Person at this programme. Many of the saplings planted, have become full grown trees. ? All two wheelers are banned from entering the campus with the engines on, to prevent pollution in the campus. ? The ponds in the campus are not embanked artificially and fishes are cultivated to maintain a proper ecological balance. ? The use of organic manures leads to the growing of plants and flowers, enhancing the beauty of the college, providing serenity and providing comfort to the tired eyes of the students, teachers and non-teaching staff. ? The ban on plastic and other non-degradable products still exists. ? Installation of L.E D lights has brought carbon emission under control. ? The ponds in the campus are used to cultivate fish and no artificial embankment has been constructed to retain the natural flow of water. ? The Department of Botany maintains a medicinal garden in the campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Unique Energy and Space Saving Measures. b. Preparation of People's Bio-Diversity Register by the Department of Botany 1a. The Department of Botany at Dhruva Chand Halder College has been active in the thought of conservation of energy in the campus for sometime. The teaching faculty here, came up with a novel idea of deriving maximum benefits, using minimum expenditure. The Science laboratories in most departments usually use rectangular or square tables for various experiments. This requires individual lighting arrangements so that the students can see, identify and examine the intricacies and minute details of their experiments. The faculties of the department of Botany in this college have designed octagonal tables in such a way that only one bulb placed on a table can serve the purpose of a batch of many students at the same time. The original tables of 20 feet each, have been reduced to 12 feet each, enabling 6 students use one table at a time. The microscopes are placed in such a manner that 6 students can work on their experiments, using a single table at the same time. This not only checks the amount of energy exhausted, but also helps in space saving. 1b Preparing People's Bio Diversity Register : The Department of Geography undertook a project of preparing a Bio-Diversity Register for the Nurullapur Plot in the Beliadanga Mouja In Dakshin Barasat, in the Joynagar division in South 24 Parganas, to study the various aspects of community life and the factors determining its existence. The information gathered and recorded, document the physical and cultural components of this area, focusing on administration and social history. The topographical features of this region have been studied and data regarding land covers and land uses, ponds, nullahs, roads, agricultural lands, as well as a study of the flora and fauna have been

gathered for a meaningful study of the region. The socio-cultural aspects extend to residential areas, hospital, market, and other cultural heritage sites. One of the most important components of this project is mapping it on the Mouja map. The relevant and detailed diagrams are attached herewith. Unique Energy and Space Saving Measures. b. Preparation of People's Bio-Diversity Register by the Department of Botany 1a. The Department of Botany at Dhruva Chand Halder College has been active in the thought of conservation of energy in the campus for sometime. The teaching faculty here, came up with a novel idea of deriving maximum benefits, using minimum expenditure. The Science laboratories in most departments usually use rectangular or square tables for various experiments. This requires individual lighting arrangements so that the students can see, identify and examine the intricacies and minute details of their experiments. The faculties of the department of Botany in this college have designed octagonal tables in such a way that only one bulb placed on a table can serve the purpose of a batch of many students at the same time. The original tables of 20 feet each, have been reduced to 12 feet each, enabling 6 students use one table at a time. The microscopes are placed in such a manner that 6 students can work on their experiments, using a single table at the same time. This not only checks the amount of energy exhausted, but also helps in space saving. 1b Preparing People's Bio Diversity Register : The Department of Geography undertook a project of preparing a Bio-Diversity Register for the Nurullapur Plot in the Beliadanga Mouja In Dakshin Barasat, in the Joynagar division in South 24 Parganas, to study the various aspects of community life and the factors determining its existence. The information gathered and recorded, document the physical and cultural components of this area, focusing on administration and social history. The topographical features of this region have been studied and data regarding land covers and land uses, ponds, nullahs, roads, agricultural lands, as well as a study of the flora and fauna have been gathered for a meaningful study of the region. The socio-cultural aspects extend to residential areas, hospital, market, and other cultural heritage sites. One of the most important components of this project is mapping it on the Mouja map. The relevant and detailed diagrams are attached herewith.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://www.dchcollege.org/main/best_practices.php

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Admission of students from backward and economically weak sections and increased admission of girl students: The locational advantage of this college and its proximity to the railway station have made this institution a hub of academic activities. Since ours is a rural college catering to the academic needs of multitudinous students from different categories, we witness a steady flow of students from the socially and economically weaker sections. The number of students from the Minority sections is high and so is the number of girl students in the area. Many of them are still first-generation learners, hailing from the families of farmers and labourers. b. NC.C a full fledged unit: The 2 units of NC.C, comprising boys and girls, have been running successfully for the last decade, making them equipped to face the larger challenges of life. Many of our cadets are absorbed by the Central Forces and other Security units set up by the Central government. c. Physical Education, sports and games: Since our boys and girls are interested in games and sports, the College provides them with a platform where they can get proper and scientific training to excel as sportsmen/women. The Department of Physical Education in our college is the only one of its kind, in this part of South24

Parganas. The students are given the opportunity to take up this course at the Undergraduate level and proceed accordingly. We have a plan to upgrade this course to the Honours level, for the interest and benefit of our students. d. This college has adopted an effective mechanism to provide scholarships to the needy and the meritorious, arranging for government funds within a very short time. Funds are procured from many departments and dispensed with, in no time. College funds are also utilized to provide financial assistance to the students. All girl students hailing from the economically backward strata of society, are provided financially, through the Kanyashree scheme.

Provide the weblink of the institution

https://www.dchcollege.org/main/best_practices.php

8.Future Plans of Actions for Next Academic Year

? Completion of the new building which has already been started, in order to house more class rooms. ? Renovation of the office space to provide a better working atmosphere. ? Providing technical training to the office staff. ? Introduction of bridge courses and add-on in the various departments. ? Identifying weak learners and providing academic support to them. ? Organizing academic seminars and lecture sessions for teachers and students. ? Focus on a greater number of academic publications. ? Focus on waste management, particularly recycling of paper. ? Introduction of various units for the students to enable them pursue their interests other than academics. ? Arrangement for regular disposal of e-waste.