Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**PRASANNADEB WOMEN'S COLLEGE**
Name of the head of the Institution	**DR. SAMAPTI SAHA**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03561230146**
Mobile no.	**9474569775**
Registered Email	**pdwomenscollege@gmail.com**
Alternate Email	**samaptiakashraj@gmail.com**
Address	**CLUB ROAD**
City/Town	**JALPAIGURI**
State/UT	**West Bengal**
Pincode	**735101**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Urban**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**DE. UDAY SANKAR AGARWALLA**
Phone no/Alternate Phone no.	**09832430715**
Mobile no.	**7908492162**
Registered Email	**collegepdiqac@gmail.com**
Alternate Email	**udaygrwlla@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://drive.google.com/file/d/1r4iUz-EYBdSepUy8wycRL7pdOMgv7v8K/view?usp=drivesdk

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://drive.google.com/file/d/1-4fTJzhV8rEWeW6tshU4Lf3cm0TBzBbY/view?usp=drivesdk

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	**B++**	**2.88**	**2016**	**05-Nov-2016**	**04-Nov-2021**
1	**B+**	**0**	**2004**	**16-Sep-2004**	**15-Sep-2009**

6. Date of Establishment of IQAC	**24-Nov-2012**

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

Induction Programme for 1st year B.A. &B.Sc. Students (Honours for B. A. and B. Sc.; Programme course for B. Sc.)	02-Jul-2019 1	650
Celebration of Independence Day	15-Aug-2019 1	180
Ban-Mahotsav with Tree plantation	19-Aug-2019 1	80
Observation of National Sports Day	29-Aug-2019 1	60
Celebration of College	31-Aug-2019 1	800
Teachers Day Celebration	05-Sep-2019 1	300
Freshers Welcome	23-Sep-2019 1	700
Celebration of Bicentenary Birth anniversary of Vidyasagar	26-Sep-2019 1	200
World Philosophy Day Celebration	16-Nov-2019 1	150
Organizing Constitution Day Celebration	29-Nov-2019 1	133

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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
Prasannadeb Womens College	Seminar, Conference	State Government	2019 365	200000
Prasannadeb Womens College	Salary Grant	State Government	2019 365	62000110
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	[View Link](#)
10. Number of IQAC meetings held during the year :	3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	No
Upload the minutes of meeting and action taken report	No Files Uploaded !!!
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)

? Induction Programme for 1st year B.A. B.Sc. Students (Honours for B. A. and B. Sc. Programme course for B. Sc.) ? Campus cleaning and Oath Taking Programme against Use of Plastics ? Seminar on 'Energy Conservation' ? Initiatives towards improvement of infrastructure of the college with new construction.

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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 arrange orientation programme at the beginning of the session.	Induction Programme for 1st year B.A. B.Sc. Students (Honours for B. A. and B. Sc. Programme course for B. Sc.) was held on 02.07.2019
o duly observe or celebrate specific days/ occasions other than regularly observed events.	National Sport Day, Bicentenary Birth anniversary of Vidyasagar, World Philosophy Day, World AIDS day, Constitution Day was observed/ celebrated accordingly.
To take initiatives against use of plastics in the college campus.	Oath-taking ceremony was conducted which was followed by official measures to restrict the use of plastics.
To spread awareness on saving energy	Seminar on 'Energy Conservation' was organized
To take initiatives for direct recruitment of students from college campus.	Eight students got appointment at TS after successful completion of a 100-hour training programme conducted by TCS at college campus and qualifying the tests and interviews.
To encourage students to be conversant with concurrent issues and enhance the efficiency of their presentation of their thoughts and ideas.	Students' seminar was organized in which students enthusiastically presented their thoughts and views.
To equip laboratories with necessary instruments.	Equipment of nearly rupees twenty lakh was added to various departmental laboratories

To enrich the central library of the college	Orders for the procurement of books of more than rupees six lakh and e-resources of rupees one and half lakh was placed.
To improve infrastructure for sports and games.	Purchase order of sports items nearly of rupees four and half lakh was placed.
To add up to the IT infrastructure of the college.	Orders were placed for purchasing of computers and related amenities nearly of rupees fourteen and half lakh
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
IQAC	18-Aug-2023

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	**2020**

Date of Submission	**03-Feb-2020**

17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**The management information system (MIS) a computerbased system that collects, processes, and analyzes data to provide useful information for decisionmaking in an organization, is used in various domains, such as finance, accounting, students' information platform, learning management, library, admission and examination management etc. MIS in our college is utilized to enhance the quality of education, improve the efficiency of administration, and facilitate the communication and collaboration among students, faculty and staff. A view of management information systems which were in use throughout the session in the institution would include: o Student information system: This system stores**

and manages the details of students, their academic records, personal information and financial status. It can also support online registration, course selection, grading, and transcript generation. Online admission system and the examination management system are in use as the students' information management system at this college. o Learning management system: This system provides online learning materials, activities, and assessments for students, it is assimilated with the library management system here. o Library management system: This system manages the cataloging, circulation, and inventory of books and other resources in the library. It can also provide online access to ebooks, journals, databases, and other digital materials. The Library MIS was the first in North Bengal to implement e catalogue and digital management system in the year 2012.

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 Prasannadeb Women's College was established in the year 1950 with the mission of delivering the knowledge, skills and values towards nurturing attitudes and competencies among the graduated students. The vision of the college is to promote the students of urban and rural area for higher education and to improve the college into one of the best learning center. The college offers BA and BSc Honours and General degree Course for the students as with a total number of 18 departments. There are 11 departments in the Arts stream namely, B.A. (Bengali, English, Sanskrit, Hindi, Education, Geography, History, Philosophy, Political Science, Sociology, Physical Education) and 7 departments in the Science stream B.Sc. (Botany, Economics, Chemistry, Computer Science, Mathematics, Physics and Zoology) Honours and General Courses. The college also offers certificate, diploma and advanced diploma courses (COP) in Computer Applications and TTM (Travel and Tourism Management). The college is affiliated to the University of North Bengal, does not design course or syllabus, some of our staff members are at Board of Studies (BOS) in Parent University. However, the University conducts workshops and meetings inviting teachers from the affiliated colleges to update, revise and design courses. The Head of the Department (H.O.D) and senior-most teachers, in case the H.O.D. is unavailable attend different workshops organized for the communicate, purpose, and exchange their opinions and suggestions for effective performance of the curricula. Educational and Geographical tour are arranged for the first-hand knowledge to students. Keeping in mind the changing social and global needs and employability of students the curricula are revised by the University of North Bengal. During the last five years CBCS system of education had been introduced from the academic session 2017-18, accordingly the entire curriculum of all the

18 subjects had been thoroughly revised in 2001, 2008, 2014 and 2015.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
N.A.	N.A.	Nil	0	N.A.	N.A.

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	N.A.	Nill
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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
Nill	N.A.	Nill

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

	Certificate	Diploma Course
Number of Students	0	0

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
Interdisciplinary Seminar Competition	17/01/2020	17
100 Hours Free Employability Training Programme	16/01/2020	35
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	One day excursion to UBKV, Pundibari, Coochbehar along with 3rd yr Botany Honours and General students	24
BSc	Excursion to Lamagaon, Darjeeling	17
BA	Educational excursion at Darjeeling	12
BA	A Study of Socio-Economic Survey of Denguajhar Tea Garden and the neighborhood	30

BA	Educational Tour on 06.12.2020 at Netaji Foundation & Museum, Jalpaiguri	102

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Nill
Employers	Nill
Alumni	Nill
Parents	Nill

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

Feedback Obtained

We are going through a constantly evolving education era and an effective feedback system is essential to enhance the learning experience for students. This effective feedback system serves as a vital tool for teachers and institutions to gather valuable insights, further identifying areas of improvement and ensuring a student-centric approach. It is seen that by actively involving students in the process of education, their engagement and sense of ownership in their education increase. Therefore, a well-designed feedback system should enable a student to express their opinions, concerns and suggestions. This information helps to identify the possible gaps in the curriculum, teaching methods, assignment techniques etc., also can shed light in adapting teaching styles to suit the diverse needs of students from diverse backgrounds and abilities. Teachers and institution can also help a particular student via personalized learning, assisting student understanding her strengths and weaknesses and finally enabling her to focus on areas that require improvements. Last but not the least these above-mentioned methods help to foster a culture of trust, open communication and collaboration between students, teachers and administrators, fostering a positive learning environment. Hence, it will be not be an exaggeration to consider this feedback system as a fundamental pillar for continuous growth and development in the education sector. Feedbacks were collected from our outgoing final year students (Honours) about their views on our academics and library services as an annual affair. We ask them to fill a questionnaire in their Honours subject. Our main have been to evaluate our teaching environment, skills and other infrastructure. So, after collecting the data from students, we analyze what are they speaking about. It speaks about our strengths, highlights our weaknesses. It also gives us an idea about the performances (strengths and weaknesses) of an individual teacher. After all this, we set up informal meetings with individual teachers, Head of the Departments and take necessary actions to modify our teaching methods. But on curriculum, the mechanism for obtaining feedbacks is only in informal mode, i.e., mostly in classrooms or in teacher meetings. In annual parent/guardian's meetings, they provide their valuable feedbacks to the college and the college tries to keep pace with their suggestions and expectations.

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
BA	B. A. Honours	814	5583	630
BA	B. A. Programme	800	2889	784
BSc	B. Sc. Honours	130	873	104
BBA	BBA TAH Programme	40	123	7
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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
2019	4044	0	75	0	0

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	Numberof smart classrooms	E-resources and techniques used
75	13	5	5	1	4
		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)

Student mentoring system is not available in the college.		
Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4044	75	1:54

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
78	75	3	4	25

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

Nill	N.A.	Nill	N.A.
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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
BA	UG, Honours and General	3	29/06/2019	10/07/2020
BSc	UG, Honours and General	3	29/06/2019	10/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

1) All the departments of the college conduct class tests for each of the papers of the curricula. 2) Test examination was conducted for the students studying old system (111). 2) Marks were entered in a software system and the result is generated with the same within a very short period for test examinations. 4) 'Internal Assessment Committee' was formed who look after the entire internal examinations under the CBCS system.

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

Academic calendar, based on the time frame of affiliating University prepared and followed.

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://drive.google.com/file/d/1ZJliR5O1M0EQV46mgivlxQKM-3yU5gnW/view?usp=sharing

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
UG	BA	B.A., HONOURS	428	333	77.80
UG	BA	B.A. GENERAL	276	156	56.52
UG	BSc	B. Sc., Honours	64	57	89.06
UG	BSc	B. Sc., General	16	16	100
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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)
N.A.

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
Nill	0	N.A.	0	0
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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
N.A.	N.A.	

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	N.A.	N.A.	N.A.	N.A.	Nill
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
N.A.	0

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	Geography	5	0
International	Botany	1	4.31
International	Chemistry	4	1.15
International	Mathematics	1	0
International	Zoology	4	0
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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
Bengali	1
History	1
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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
Trends of mutation accumulation across global SARS-CoV-2 genomes: Implications for the evolution of the novel coronavirus	Sriparna Mukherjee	Genomics	2020	4.31	P. D. Women's College	35
Water quality assessment of River Murti for the safety of wildlife, Jalpaiguri, West Bengal, India	Amrita Das	Sustainable Water Resource Management	2020	1.63	P. D. Womens College	5
Synthesis, Characterization and Catalytic Activity of Mononuclear Iron(III) Complexes towards Hydrocarbon Oxidation at Room Temperature	Uday Sankar Agarwalla	Rasayan Journal of Chemistry	2020	1.22	P. D. Womens College	0

Catalytic Oxyfunctionalization of Saturated Hydrocarbons by Non-heme Oxo-bridged Di iron(III) Complexes: Role of Acetic Acid on Oxidation Reaction	Uday Sankar Agarwalla	Transition Metal Chemistry	2020	1.588	P. D. Womens College	0
Isolation, purification and characterization of an extracellular L-asparaginase produced by a newly isolated Bacillus megaterium strain MG1 from the water bodies of Moraghat forest, Jalpaiguri, India	Vaskar Das	Journal of General and Applied Microbiology	2019	1.452	P. D. Womens College	0
Epoxidation of Alkenes using Cost-effective Green Oxidant under Eco-friend Reaction Condition	Uday Sankar Agarwalla	Journal of Indian Chemical Society	2020	0.17	P. D. Womens College	0
Evaluation of chemical constituents and in vitro anti	Vaskar Das	BMC Complementary and Alternative Medicine	2019	2.833	University of North Bengal	0

microbial, antioxidant and cyto toxicity potential of rhizome of Astilbe rivularis (Bodho-okhati), an indigenous medicinal plant from Eastern Himalayan region of India						
WEAK GALERKIN FINITE ELEMENT METHODS COMBINED WITH CRANK-NICOLSON SCHEME FOR PARABOLIC INTERFACE PROBLEM	Papri Roy	Journal of Applied Analysis C omputation	2020	1.827	I.I.T. Guwahti	1
Bangla Uponyaser Uttal sottor	Koyel Dutta	Kiratbhumi	2019	0	P. D. Women's College	0

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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
Nill	.	Nill	Nill	Nill	Nill	Nill

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	9	5	4	4
Presented papers	9	2	0	1
Resource persons	0	0	2	1

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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
Organizing Rally on World AIDS Day	NSS AND IQAC	4	62
Survey on health and hygienic conditions of villagers at Karala char, Sarada Pally, Kharia Gram Panchayat	NSS units and Jalpaiguri Welfare Organization	4	60
Cleaning of Sarada Pally school campus	NSS	4	80
Awareness programme	NSS units and Jalpaiguri Welfare Organization	4	30
Drawing competition for school children	NSS	4	20
Distribution of arts and craft items among students	NSS	4	20
Campus cleaning and Oath Taking Programme against Use of Plastics	NSS AND IQAC	20	100
Seminar on Energy Conservation Opportunities in Day to Day Life	NSS AND IQAC	15	70

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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
N.A.	N.A.	N.A.	0

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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 activites	Number of students participated in such activites
Organizing	NSS AND IQAC	Rally	4	62

Rally on World AIDS Day				
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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
N.A.	0	N.A.	0
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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
N.A.	N.A.	N.A.	Nill	Nill	0
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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
N.A.	Nill	N.A.	0
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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
1750000	579367

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Seminar halls with ICT facilities	Existing

Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
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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 patially)	Version	Year of automation
Alms	Partially	Nill	2009

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	33141	302086203	1682	660661	34823	302746864
Reference Books	540	48569411	0	0	540	48569411
e-Books	3135809	0	0	0	3135809	0
Journals	1563	0	0	0	1563	0
e-Journals	6237	0	0	0	6237	0
Digital Database	688	0	0	0	688	0
Weeding (hard & soft)	1500	4500	0	0	1500	4500
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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
N.A.	N.A.	N.A.	Nill
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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	61	1	70	1	1	8	45	20	20
Added	30	0	0	0	0	0	0	0	0
Total	91	1	70	1	1	8	45	20	20

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

20 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
Teachers individually develops e-content for teachings, computers, internet and LCD projectors are provided by the college	Nill

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 incurredon maintenance of physical facilites
110000	783264	1600000	1364692

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)

- **The college has a system of regular meetings of Teachers' Council, chaired by the Principal, to discuss various aspects of academic and support facilities, such as admission, examination, academic calendar, sports and cultural events etc. • The college also has several sub-committees comprising of teaching and non-teaching staff, who are responsible for implementing the plans and policies approved by the Principal and the Governing Body, as per the relevant rules and regulations. • The library sub-committee consists of departmental heads, who oversee the maintenance and utilization of the library resources. • The Principal also holds frequent meetings with departmental heads to address any issues related to the upkeep of laboratories, classrooms and other facilities. • The purchase committee is in charge of procuring various equipment and other necessities for the college. • IQAC is another body that contributes to the improvement of curricular and extra-curricular activities of the college, by proposing and recommending various plans and policies to the Principal and the Governing Body. • The final authority for decision making rests with the Principal and the Governing Body of the college.**

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	Nill	Nill	Nill
Financial Support from Other Sources			
a) National	Nill	Nill	Nill
b)International	Nill	Nill	Nill
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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 implemetation	Number of students enrolled	Agencies involved
Students Seminar "Perspective of the Newer World"	17/01/2020	17	Carrier and Counselling Cell
100 Hours Free Employability Training Programme	16/01/2020	27	Carrier and Counselling Cell
No file uploaded.			

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 passedin the comp. exam	Number of studentsp placed
2020	100 hours Free Employa bility Training Programme	27	27	8	8
No file uploaded.					

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
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Tata Consultancy Services	27	8	N.A.	0	0
No file uploaded.					

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
2020	92	B.A B.Sc, Honours and General	Arts and Science	NBU, RBU, BU, CU, CBU, VBU, GBU, NSOUP, NSOU.	M.A., M.Sc., Ph.d.

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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
NET	4
SET	1
Any Other	2
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Cultural Programme	College	500
No file uploaded.		

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
Nill	N.A.	Nill	Nill	Nill	N.A.	N.A.
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Though there is provision for inclusion one students' representative in the Governing Body and representatives from the students are also supposed to operate in the sports and social and cultural activities, but there being no elected Students Council functional in the college, no representation officially permissible. Participation of students in various activities however, was ensured by different committees consisting of teach

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Some alumni performed in the cultural programme organized to celebrate the foundation day of the college (31st August)

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)
1) The Teachers Council met frequently throughout the semester to discuss a range of topics pertaining to the operation of the colleges academic and extracurricular programmes. The universitys final undergraduate exams, the admissions procedure, test exams, annual sports, and other events were all organized after thorough discussion in meetings, and resolutions were drafted based on the councils recommendations. In order to discuss academic operations and departmental requirements, the principal also regularly met with the departmental heads. 2) To address the institutions intricate operation, several subcommittees were established. Each committee was assigned a coordinator and given duties to handle various facets of the effective functioning of the college, such as exams, admissions, sports, cultural events, developmental steps, library upkeep, staff leaves accounts, career and student counseling, etc.

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
Curriculum Development	Not relevant because the College uses the University of North Bengals curricula for both normal and career-oriented courses. However, instructors from other departments contribute to the creation of course syllabi as members of their respective University Boards of Studies.
Teaching and Learning	1. Both traditional methods and ICT are employed. 2. Students receive class notes and reading materials. 3. Internal evaluations and tutorials are conducted frequently. 4. Programmes like Youth Parliaments, debates, and other events are often held. 5. Seminars and workshops organized at the College and other Colleges in the district are encouraged to be attended by students. 6. To encourage students to use enriched reference resources for in-depth study, the library has journals on a variety of topics. 7. Educational tour: Departments are urged to participate in educational tours, and money has been set aside to support this effort. The colleges Botany, Geography, and Zoology departments send students and faculty on field trips to various locations as part of their courses and for motivational purposes.
Examination and Evaluation	Annual Test Examination for both Honours and General students are conducted and assessed, further, the

	Internal Assessments for each of the papers of CBCS curricula were duly arranged.
Research and Development	• MRP-s and Ongoing Projects – 00 ongoing major projects. - 05 ongoing minor projects. • Leave to attend Programmes - Teachers are allowed to attend PhD Course work Programmes, seminars, symposia and workshops. • PhDs awarded - No teacher obtained her PhD. • Publications-17 research articles have been published during 2019-20
Library, ICT and Physical Infrastructure / Instrumentation	• Digitization of records • Cataloguing and computerization • Barcoding • Maintenance of equipment.
Human Resource Management	As part of the Tata Affirmative Action Programme (TAAP), a 100 Hours Free Employability Training Programme was organized by Tata Consultancy Services (TCS) for the students of our college from 16th January, 2020 to 7th February, 2020. The objective of the programme was to enhance the employability skills of the students and provide them with opportunities for employment in private companies or firms. The programme covered various topics such as communication skills, aptitude, logical reasoning, resume writing, interview skills, and corporate etiquette. The programme also included mock tests and interviews to prepare the students for the actual recruitment process. The programme was attended by twenty-seven students from various streams and backgrounds. At the end of the programme, TCS conducted a campus recruitment drive for the students who completed the training. The recruitment process consisted of an online test, a group discussion, and a personal interview. Out of the twenty-seven students who appeared for the test, eight students cleared all the rounds and were offered jobs by TCS.
Admission of Students	• The college website provided a link for admission. • Online submissions of filled-out forms were to be made by the designated day and time. • A computerized merit list was created using software that was specially built. • The automated admission procedure in the College was well-organized and transparent, and it was completed within the allotted time

E-governace area	Details
frame according to the North Bengal Universitys schedule.	

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

E-governace area	Details
Planning and Development	No mentionable use of e-governance in this aspect.
Administration	All the notices and the information are made available in the college website.
Finance and Accounts	Most of the computation and document maintenance worker has become computer-based. The governments e-governance system is used which includes the maintenance of salary-related information and the use of computers to manage the operations.
Student Admission and Support	The entire admission process has been computerized, making it possible for students to apply, pay, follow merit lists, and ultimately get admitted. Regarding support systems, information is always made available on the college website, previous years question papers on various subjects are provided there, and an e-catalogue system has made it possible for students to find the status or the data of the necessary books that are available in the library.
Examination	The planning of seating for the enormous number of examinees and the creation of room-by-room information sheets for both the test and the final examinations were done using specially built software. Another piece of software made specifically for that purpose was used to tabulate student scores and publish the results of the test examination. The marks of internal assessments for CBCS curricula were uploaded to the portal as provided by the affiliating 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
Nill	N.A.	N.A.	N.A.	0
No file uploaded.				

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)
Nill	N.A.	N.A.	Nill	Nill	Nill	Nill

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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
Refresher Course	1	03/12/2019	16/12/2019	14
Short Term Course	1	17/12/2019	23/12/2019	7
Short Term Course1	1	10/01/2020	17/01/2020	7
Short Term Course	1	25/06/2020	01/07/2020	7

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
4	0	2	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Teachers received a part of their salary as the puja-advance. It was to be recovered from the next ten month's salary without any interest.	Non-teaching staff received a part of their salary as the puja-advance. They could repay it from their next ten month's salary without any interest.	• 100-hrs free employability Training Programme was organized for students in collaboration with TATA CONSULTANCY SERVICES (TCS) through which eight students got direct recruitment • The college ensured the receiving of various scholarship available for the students under government schemes.

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 conducted external financial audits.

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
N.A.	0	0

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6.4.3 – Total corpus fund generated

1403381

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	Yes	S. K. Agarwalla Co.	Yes	Principal
Administrative	Yes	S. K. Agarwalla Co.	No	Nill

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

Nil

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

Nil

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

• Initiating procurement of computers and related tools to improve IT infrastructure of the college • Ensure purchasing of laboratory equipment to update the laboratories • To develop sports and game facilities of the college, several sports items were purchased. • Enriching library with books and e-resources • Renovation of girls' hostel buildings • Renovation of staff quarters • Construction of a new toilet block • Extension of the main building of the college

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
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
2019	Induction Programme for 1st year B.A. and B.Sc. Students	19/07/2019	19/07/2019	19/07/2019	650

2019	Ban Mahotsav	19/08/2019	19/08/2019	19/08/2019	80
2019	Constitution Day Celebration	29/11/2019	29/11/2019	29/11/2019	133
2020	Student Semianar	17/01/2020	17/01/2020	17/01/2020	17
2020	100 hour employability training	16/01/2020	16/01/2020	07/02/2020	27
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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
Celebration of "International Women's Day"	09/03/2020	09/03/2020	100	18

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
0

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	7
Provision for lift	No	0
Ramp/Rails	Yes	7
Braille Software/facilities	Yes	3
Rest Rooms	Yes	7
Scribes for examination	Yes	3
Scribes for examination	No	Nill
Any other similar facility	No	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva	Number of initiatives taken to engage with and contribute to	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff

	ntages	local community					
2019	1	1	02/12/2019	1	Rally on World AIDS Day	Awareness on AIDS	62
2020	1	1	12/12/2020	1	Oath Taking Programme against Use of Plastics	Awareness against menace of plastics	150
2020	1	1	23/02/2020	1	Seminar on'Energy Conservation	Awareness of saving energy	80

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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)
N.A.	Nill	N.A.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
World Philosophy Day Celebration	16/11/2019	16/11/2019	130

No file uploaded.

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1) Oath-taking programme against the use of plastics was organized for spreading awareness 2) 'Ban-mahotsav' is celebrated with tree plantations 3) The college campus was maintained as a no-smoking zone. 4) Chemical treatment for eradication of weeds was preferred over of burning. 5) Wastes form practical classes, other garbage and e-wastes were duly managed. 6) Campus –cleaning drive by students were conducted by the NSS units.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1) The college in an effort to offer career-oriented training and placement opportunities for the students, especially those who belonged to the disadvantaged areas and lacked access to such facilities. The Career and Counselling Cell of the college arranged a 100-hour training programme in association with Tata Consultancy Services (TCS). The programme was a part of Tata Affirmative Action Programme (TAAP) conducted by TCS from 16th January to 7th February, 2020. Thirty-five students took part in the programme and acquired useful knowledge and skills for employability. 2) The Career and Counselling Cell of the college organized a one-day Interdisciplinary Seminar to enhance the communicative and presentation skills of the students on January 17, 2020. The seminar was open to all B.A./B.Sc. Hons. Gen. Course students who were interested in participating and presenting their views on various topics. The college provided resources and guidance to the interested participants to prepare their speeches. Seventeen students from different streams gave speeches in the event, while other students were motivated to attend and listen to the discussions. The seminar covered a number of important and relevant

issues/topics that were addressed excellently by the students, making the programme a huge success. 3) To put an end of the use of plastics in the college campus, an oath-taking ceremony was organized by the units of College's NSS on 12th February, 2020. In presence of the principal and faculties, with a huge gathering of students, the oath of boycotting the use of plastics in the campus was read. All the measures from then on were adopted by the college authority to implement the essence of the oath.

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

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

The college aims to offer quality education, nurture the potential and values of women, and enable them to become responsible citizens of the country in their chosen fields. To realize this aim, the college has undertaken various initiatives and actions, such as: - Following a merit-based admission system to ensure academic excellence - Enhancing the library with books and e-resources and making them accessible to students and teachers. - Procuring instruments and chemicals for the laboratories to meet the requirements of the departments. - Supporting educational excursions for botany, zoology and geography departments. - Commemorating days of national or international importance, such as Independence Day, Republic Day, Teachers' Day, International Women's Day, Yoga Day etc. - Organizing various programmes throughout the year, such as students' seminar, Employabilitytrainings etc. - Motivating students to participate in NSS activities, such as health camp, blood donation camp,awareness programme etc. - Helping students' access to various schemes and scholarships from the government, such as 'Kanyashree Prakalpa', Post-matric scholarship for minority students, Merit cum means scholarship for minority students and scholarships for SC, ST and OBC. The college aimed to foster the growth of the girl students in every aspect by offering equal access to resources and creating a conducive environment for fair competition. This was the colleges holistic approach to empower the girls and prepare them for the future.

Provide the weblink of the institution

https://www.pdwomenscollege.org/

8.Future Plans of Actions for Next Academic Year

The college has a vision to provide quality education and facilities to its students. In order to achieve this, the college has planned some major projects and activities for the next academic year. Some of the highlights are: o The college will construct more classrooms to accommodate the growing number of students who seek admission every year. This will ensure that the students have enough space and comfort to learn effectively. o The college will also build a new canteen, auditorium and gymnasium for the students and staff. These will offer more options for dining, entertainment and fitness for the college community. o The college will further procure necessary instruments to enrich the laboratories. This will enhance the practical learning and research opportunities for the students and faculty in various subjects. o The college will take initiatives to arrange the fund for the renovation of the roadways running inside and in front of the college campus. This will improve the accessibility and safety of the college premises. o The college will further beautify the campus with garden renovations and plantation of ornamental shrubs and trees. This will create a more pleasant and eco-friendly environment for the college community. o

The college will organize workshops, seminars and national/international level seminars on various topics of academic and social relevance. This will expose the students and faculty to new ideas and perspectives from experts and peers in different fields. o The college will try to increase the number of students getting placement directly from the college. This will enhance the employability and career prospects of the students who graduate from the college. o The college will increase the number of beneficiaries of student support systems including aid-fund, scholarships from the college and the Government etc. This will help in providing financial assistance and incentives to the deserving and needy students. o The college will engage students more and more in social-welfare activities. This will foster a sense of social responsibility and citizenship among the students. The college hopes that these projects and activities will benefit the students, staff and society at large. The college invites suggestions and feedback from all stakeholders to make these plans a success.