



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution		DUMKAL COLLEGE
Name of the head of the Institution		DEBASIS BANDYOPADHYAY
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		09475319256
Mobile no.		7719289852
Registered Email		dumkalcollege@gmail.com
Alternate Email		iqacdumkalcollege@gmail.com
Address		VILL -BASANTAPUR, P.O.-BASANTAPUR, DIST- MURSHIDABAD, WESTBENGAL -742406
City/Town		DOMKAL
State/UT		West Bengal
Pincode		742406

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	DR PRANAB KUMAR BERA
Phone no/Alternate Phone no.	09732617441
Mobile no.	9732617441
Registered Email	iqacdumkalcollege@gmail.com
Alternate Email	dumkalcollege@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://dumkalcollege.in/uploads/gallery/aqarssr_08-06-2023_1686204500258.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://dumkalcollege.in/uploads/gallery/academi_calendar_08-06-2023_1686211413194.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.21	2016	02-Dec-2016	01-Dec-2021

6. Date of Establishment of IQAC	13-Mar-2013
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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	Date & Duration	Number of participants/ beneficiaries

IQAC		
Meeting of Internal Quality Assurance Cell (IQAC)Regular meeting of Internal Quality Assurance Cell (IQAC)	21-Sep-2016 1	7
Extended Meeting of Internal Quality Assurance Cell (IQAC)Regular meeting of Internal Quality Assurance Cell (IQAC)	09-Dec-2016 1	23
Meeting of Internal Quality Assurance Cell (IQAC)Regular meeting of Internal Quality Assurance Cell (IQAC)	20-Dec-2016 1	6
Meeting of Internal Quality Assurance Cell (IQAC)Regular meeting of Internal Quality Assurance Cell (IQAC)	20-Feb-2017 1	6
Meeting of Internal Quality Assurance Cell (IQAC)Regular meeting of Internal Quality Assurance Cell (IQAC)	09-Mar-2017 1	8
Meeting of Internal Quality Assurance Cell (IQAC)Regular meeting of Internal Quality Assurance Cell (IQAC)	20-May-2017 1	8
Blood donation camp	28-Feb-2017 1	27
UGC sponsored National Seminar jointly organized by Depts of Bengali & Philosophy	16-Dec-2017 1	72

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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 Link
10. Number of IQAC meetings held during the year :	7
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 Uploaded 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)	
Successfully completed the process of NAAC accreditation (1st Cycle)	
Pay Fixation of newly appointed Assistant Professors & Librarian	
CAS of concerned Assistant Professors	
Renewal of INFLIBNET NLIST? and British Council Library subscription done and OLIBS (Online Library Software) was introduced.	
IQAC reviewed the academic performance of all the departments time to time and suggested steps to improve overall teaching learning process to the management.	
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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
a. Provide all departments with facilities for digital class	a. Two departments are equipped with digital class rooms and the seminar hall of the college is also equipped with digital projector and audio system.
b. Renovate the existing office space for better management of office-related works	b. The college office has been renovated with computer and internet connection and the institution has made a great leap towards complete computerization of administration.

c. Advise the faculties to increase their participation in research-oriented activities and organize students' seminars, quiz contest and educational tours	c. One UGC Sponsored National Level Seminar has been organized.
d. Strengthen students supports activities	d. I. 690 new text and reference books has been added to the college library. II. 2146 students have received scholarship from the different Government agencies and tuition fees of the 10 students have been waived by the institution. III.A blood donation camp has been organized by the NSS Unit in collaboration with the Blood Bank, Murshidabad Medical College Hospital. IV. Complete online admission process has been introduced. V. Internal evaluation has been initiated in all the departments VI. The department of Geography completed one educational excursion as part of their field project.
e. Freshers' Welcome and Induction Programme for Students	e. Freshers' Welcome and Induction programme for newly admitted students are organized at the beginning of the session to make them aware regarding the syllabus of the affiliating University , Examination System, Evaluation/Grading System and Code of Conduct for the college .
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	07-Nov-2016
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	28-Mar-2017
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules	The following modules were operational

currently operational (maximum 500 words)

in the college i) Payment gateway facilities provided through AXIS Bank easy pay for collecting all types of payment e.g. application fees, online admission fees, registration fees, University Examination fees, tuition fees etc. from the students. ii) Webcentric OLIBS user software in the central library facilitated cataloguing by barcoding and issuing of books. iii) Admission forms, notices and merit lists of the students were managed by web developer Projukti.info iv) The college obtained all data for students' registration from Projukti.info and also issued Identity Cards to students using their service they provided. v) Salary and Provident funds were managed with HRMS. vi) Internal accounts were maintained by Tally ERP 9 Software

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 following practices are followed in Dumkal College to ensure that the curriculum is effectively delivered: i. At the start of each academic session, departmental meetings are held in which the topics on the syllabus are presented to the teachers. According to the curriculum and the marks (UG) awarded to each topic, group, paper, etc., the number of classes for each topic are determined in consultation with the teachers of the concerned department. ii. The college administration after consultation with Academic Committee and the Routine Committee give a well-designed class routine for the ensuing session. Teachers plan their lectures based on the given curriculum following the schedule and classes are held as scheduled. The head of the departments distribute the syllabi among its faculty members and monitors the implementation and progress of the academic plan. The actual delivery of the curriculum comprises a wide variation of phases like work culture, supervision and revision through regular Teachers' Council meetings with the Principal-In-Charge and faculty. iii. Regular class test, regular assessment in practical classes, in-class group discussions, syllabus - oriented student seminars, distribution of class notes, fieldwork and project work (where necessary) and viva-voce are done for the improvement of the students. Tutorial classes are also taken as per requirement. Departments maintain the detailed record of the students' attendance. iv. For the advantage of the students, we have a well-equipped central library with remote access of library catalogue and Book Bank facility. In addition, several departments also have Seminar Libraries.

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
NIL	NIL	Nil	Nil	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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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
Nil	NIL	Nil

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
Spoken English	07/02/2017	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	Cartography and Field techniques : Practical	60
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
Alumni	Nil
Parents	Nil

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

Feedback Obtained
Total 210 students were engaged in feedback system. Feedback responses were collected from the students manually. Feedback questionnaire was designed to cover six aspects of overall development of the institution. The aspects are as follows: • Teaching-learning quality, teaching- learning infrastructure, support from the staff members of the institution, extracurricular activities, co-curricular activities and additional institutional support infrastructure. All questions were asked on 5-point likert scale consisting 5 as strongly satisfied and 1 as strongly dissatisfied. Feedback from the students show that more than 80 students were strongly satisfied regarding the quality of teaching-

learning aspects of the institution. Again, regarding the infrastructure of the teaching learning system more than 80 students felt that the library facilities were sufficiently good for their needs and almost 90 students agreed that the laboratory equipment were also sufficient for their academic purpose. More than 85 students felt that the support they received from the institutional staff members was very good. About 70 of the students surveyed strongly agreed about the way the college arranged observation of special days and annual sports. But almost half of the students are not fully satisfied with the regularity of the annual cultural programmes organized by the college. More than 90 students were satisfied with the NSS and field -based project work activities. On the other hand, less than 50 students were satisfied with the extension activities done by the college. In this case it should be mentioned here that due to remoteness of the college, the students are unable to participate in any other extension activities except attending classes. Regarding additional infrastructural support from the institution, students are very much satisfied except where career counselling is concerned. • 17 full-time teachers were surveyed for the feedback regarding institutional quality. Structured feedback questions were supplied to them. All responses were recorded. Regarding library facilities and availability of e-resources, general teaching learning environment, supply of drinking water facilities, teachers were satisfied. But teachers are not much satisfied with the other facilities of the institution, such as availability of sufficient number of classrooms and ICT enabled rooms, availability of computers, recreational facilities, canteen facilities. • After analysing the feedback from the students as well as teachers, meetings were held to discuss and analyse the responses given by them. The reasons and actions that should be taken regarding mitigating the dissatisfaction of the respondents was discussed threadbare and resolution was taken to improve the facilities and conditions as early as possible.

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	BENGALI (HONS)	102	314	98
BA	ENGLISH (HONS)	102	361	75
BA	HISTORY (HONS)	83	223	65
BA	POLITICAL SCIENCE (HONS)	69	143	44
BA	PHILOSOPHY (HONS)	51	76	26
BA	BA (GENERAL)	1066	462	398
BCom	B.COM (HONS)	81	0	0
BCom	B.COM (GENERAL)	64	0	0
BSc	PHYSICS (HONS)	51	132	50
BSc	CHEMISTRY (HONS)	43	147	36

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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
2016	1744	0	16	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	Number of smart classrooms	E-resources and techniques used
50	16	42	3	2	2

[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)

NIL

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
0	0	Nil

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
21	17	4	5	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
Nil	NIL	Nil	Nil

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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
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BA	BA HONS	3yr	15/03/2017	11/05/2017
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

? Our first step towards Continuous Internal Evaluation (CIE) system at the institutional level is to constitute different committees to supervise and monitor evaluation activities of the college. Each committee is headed by a convenor (e.g., Examination committee for Part I, Part II, Part III Examinations) Each committee is assigned with the task of conducting the different examinations. As per our institutional practice, the Examination Committees are reshuffled every year. ? However, as the students of the final year Honours have less time span to complete their scheduled syllabi, so for them a single mid-term term test has been prescribed during the month of December of the current academic session. ? Some Departments (like Geography, Computer Science, Physics, Chemistry and Mathematics) conduct practical examinations for their student as per the schedule of the controller section of examination of the University of Kalyani. Various academic interactive programmes like Quiz, debate, student seminar, project report on environmental studies, field study and survey work etc. are organized to assess the performances of students.

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

The Academic Calendar of the College is properly and prominently displayed on the general notice book of the college, on the notice boards which is kept at the entrance of college gate for the benefit of the students and on the notice board of the Staff Room for the benefit of the teachers. The provisional schedule for undergraduate examination of the affiliating university and the provisional schedule for internal test examinations to be conducted by the college for Part -I, Part- II and Part- III examinations are informed to the students through the Academic Calendar. The institutional Academic Calendar is prepared by the Academic Committee under the guidance of the IQAC and finally published after getting signed permission from the Teacher in Charge of the college. Every department submits a detailed report of the Academic Activity of the concerned department to the IQAC directly. The Class routine of the college closely follows the Academic Calendar and also includes other details like time schedule for tutorial and remedial classes. The Academic Calendar also includes schedule for counselling session, list of Holidays and vacations, etc. The Academic Calendar also informs the dates regarding the observation of special days and events, probable dates for college sport and annual social function etc. The College Prospectus gives valuable information to the freshers of the college about mission and vision of the institution, faculty strength and faculty profile. Academic Calendar, institutional notification, notifications and circulars from the affiliating university are circulated amongst the faculty and students to make them aware about concerned academic activities including examinations.

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://dumkalcollege.in/uploads/gallery/programme_outcome_14-06-2023_1686708835303.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students	Number of students passed	Pass Percentage
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			appeared in the final year examination	in final year examination	
BENGALI (HONS)	BA	BENGALI (HONS)	55	42	76.36
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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)

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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
Minor Projects	730	UGC	180000	135000
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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
NIL		

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
NIL	Nil	Nil	Nil	Nil
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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
0	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

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
BENGALI	1

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

Type	Department	Number of Publication	Average Impact Factor (if
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			any)
National	LIBRARY	2	Nil
International	CHEMISTRY	1	Nil
International	PHYSICS	2	Nil
No file uploaded.			

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
POLITICAL SCIENCE	1
No file uploaded.	

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
NIL	Nil	Nil	Nil	Nil	Nil	Nil
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
NIL	Nil	Nil	Nil	Nil	Nil	Nil
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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	0	1	1	0
Presented papers	2	3	1	0
No file uploaded.				

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
Blood Donation Camp	NSS in Collaboration with Blood Bank, Murshidabad Medical College and Hospital	3	122
Tree Plantation	NSS	3	78

in adopted village

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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
NIL	Nil	Nil	Nil
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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 activities	Number of students participated in such activities
NIL	Nil	Nil	Nil	Nil
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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
UGC SPONSORED NATIONAL SEMINAR	More than 72	UGC	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
seminar	UGC sponsored national seminar on Rajneeti Yuktibad o dharma : Swadhinata uttor bangla	Murshidabad Adarsha Maha vidyalaya	16/12/2016	17/12/2016	72
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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
NIL	Nil	Nil	Nil
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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
7600000	7134253

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

[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
OLIBS	Partially	2.2	2016

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
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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
NIL	Nil	Nil	Nil

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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
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Existing	75	28	26	0	0	11	31	40	5
Added	0	0	0	0	0	0	0	0	0
Total	75	28	26	0	0	11	31	40	5

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

No Data Entered/Not Applicable !!!

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
NIL	Null

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
5300000	5077570	2300000	2056683

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 ensures the availability of latest equipment in the science departments and sufficient infrastructure for the students of all departments. There is a provision of budget and the college administration is dedicated to the maintenance and up keep of facilities. • Day to day maintenance of classrooms, laboratories are ensured by the support staff. The college administration and the NSS unit of the college help in maintenance of campus, tree plantation etc. • The Librarian with the help of support staff of the library regularly issue books to the students, maintain library stock and the Book Bank. • The activities like fumigation and cleaning of toilets are done regularly by external agencies. • Equipment like Generator, Water purifier, cooler, pump is also taken care of either by the non-teaching staff as and when required. • The college has a common room with attached toilets for the girl students. • Adequate number of Computers with internet connections and utility software are maintained with Annual Maintenance Contract (AMC) with the service provider.

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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	Concession of fees	10	12355
Financial Support from Other Sources			
a) National	POST MATRIC, TSP SVMCM	2146	10927200

b) International	NIL	0	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
NIL	Nil	0	0
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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
2016	NIL	0	0	0	0
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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
0	0	0

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
NIL	0	0	NIL	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	53	B.A B.SC HONOURS	All Science, Arts Departments	Different State Central Universities UGC recognised Distant Learning Courses	M.A, M.SC, B.ED
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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
GATE	1
Any Other	1
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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
Annual Sports	Institutional	115
Cultural Programme	Institutional	55
Independence Day	Institutional	65
Teachers Day	Institutional	112
Netaji Birthday	Institutional	52
Republic Day	Institutional	50
International Mother Language Day	Institutional	77
Rabindra Jayanti	Institutional	52
International Yoga Day	Institutional	72
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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
Nil	NIL	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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

The activities and functions of the students' Council • Monitors various academic and socio-cultural events in the college. • Maintain overall discipline in the campus. • Facilitator between the students and college. • Coordinate all extracurricular activities and annual festival of the college. • Plays a significant role as volunteers in conferences, workshops, sports events and other functions. Students' role in academic and administrative bodies: Student's council is given the representation in the working committees of the college. Students' representation is on the following committees: • Campus Development, Beautification and Canteen Committee • Internal Quality Assurance Cell • Grievances Redressal Cell • Anti-ragging Committee • Library Committee • NSS Committee • Publication Committee • Sports Cultural Committee • Sexual Harassment Redressal Cell • Women Cell • Student Welfare Committee

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 :

0

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)

Every academic year decentralized and participative management is reflected in the way activities are performed by the subcommittees formed under the Teachers' Council presided by the Teacher -In -Charge. Different committees are nominated by the Teacher -In -Charge in consultation with the Teachers' Council for planning and implementation of different academic, administration and student-related policies. The number of these subcommittees varies time to time in relation to the activity /work load for the better management of the college. Unanimous decision of the office of the Teacher -In -Charge, Teachers' Council Committee and IQAC Committee all the administrative and academic activities are executed. Categorical example of decentralized management is the autonomy of the departmental heads in operating different affairs of the department. They take Internal Assessment, organize departmental seminars, and create their own academic calendar and lesson plan following the academic calendar of Kalyani University. The Teacher -In -Charge, teachers, Supporting Staffs and students-all cooperate in various activities for a holistic development of the College.

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

Yes

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
Teaching and Learning	Various initiatives are taken by the college to enhance cooperative and experiential learning by arranging seminar, extracurricular activities, sports, field trips etc. Well-equipped library, ICT enabled classroom improves teaching Learning. Special effort to complete the syllabus within time. Remedial classes are also organized for the students. Students are encouraged to follow several educational videos available online on a regular basis to make the aware of the recent developments. Class tests are regularly held.

<p>Examination and Evaluation</p>	<p>The examination and evaluation process of the college has been done keeping the welfare of the students in mind. Continuous internal assessment is conducted by each department to assess the students. Class tests are arranged periodically to estimate the receptivity of the students in terms of facing unit based questions. The college tries to maintain clarity in continuous evaluation system.</p>
<p>Research and Development</p>	<p>Basic laboratory equipment and necessary provisions are supplied to the faculty members for their research.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>There is a library in the college with considerable number of books on different subjects. The college dedicated internet connection to provide support to the ICT enabled teaching-learning and managerial activities. The Institute has a number of smart classrooms with ICT facilities. There is a dedicated seminar hall with all modern technical gadgets. The laboratories are well equipped with necessary instruments.</p>
<p>Admission of Students</p>	<p>The college affiliated to Kalyani University, West Bengal conducts admission of students as per rules and regulations of the Department of Higher Education, Govt. of West Bengal. The students are admitted through online mode under the direction of admission committee which comprises of both teaching and non-teaching staff. The entire process is mobile friendly and students can fulfil the entire process including payments through their mobile phone. All student support during admission is offered through online mode.</p>
<p>Curriculum Development</p>	<p>Dumkal College is affiliated to the University of Kalyani. This institute follows and implements the Curriculum framed by the University.</p>
<p>Human Resource Management</p>	<p>There are two parts in Human resource in our college- The teaching staff and the non - teaching staffs. Regular meetings were held with the Teacher-In-Charge and the Bursar in order to discuss the day to day hurdles of the non teaching staff. All the teachers of different department held meetings with the Academic Sub Committee convenor and the Teacher-In-Charge to determine the course of action of teaching and</p>

	internal examinations.
Industry Interaction / Collaboration	The institute does not have any collaboration with industry.

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

E-governance area	Details
Planning and Development	The college website has made mobile friendly. All data base generated from the admission process are highly contributory for taking suitable programmes on planning and development. Unique ID has been provided for all the students. Also, the student has online database in the library. Scholarship and stipends for the students have been done online. Financial operations are done digitally. Teachers' and students' data have been, to a large extent, digitized.
Administration	Administration is run by wholly our Governing Body in collaboration with different statutory bodies like Finance sub-committee, IQAC, Teachers council, etc. Any Change in management is initiated through Governing Body on recommendation and suggestion from various other bodies. Principal's office is computerized. Financial transactions are done by e-billing and WBIFMS. Admission process is outsourced and done completely in online mode. Student's data are maintained digitally. Faculty-related data are maintained digitally through the IFMS portal.
Finance and Accounts	The entire Finance and Accounts of College are amalgamated under Computerized financial accounting system. The major advantage acquired by the college was proper maintenance of the ledger book online, voucher record, BRS, Income expenditure record, balance sheet, receipt payments and other financial aspect. All the parameters can be visible at a glance. Receipt of admission fees is completely online. Salary of teaching and non-teaching staff is transferred directly to the bank account. Salary bills are submitted to the treasury through IFMS software. E-tender is notified as per the government guidelines for purchase of items.
Student Admission and Support	The total admission process(including help desk activities) is through online system only and the verification of the

	testimonials was done at the commencement of classes. Submission of application forms, admission and deposition of admission fees, publication of merit list, have been done online. This has strongly solved various admission related problems.
Examination	The pre-examination activities, such as form fill-up, university registration etc. are computerized.

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	NIL	NIL	NIL	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	NIL	Nill	Nill	Nill	Nill	Nill
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
Refresher Course in Chemistry	1	02/01/2017	27/01/2017	26
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
5	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
The College makes arrangements for	The College makes arrangements for availing	The institution effectively implements

availing: The government schemes such as • Gratuity pension, Commutation of Pension • Earned Leave encashment, Maternity Leave, leave on attending seminar / Conference • Permission to attend FDP such as Orientation programmes and Refresher courses, short term courses, etc. or the career development and progression of the teaching staff. Besides, the institution also provides the following facilities: • The institution has implemented a comprehensive Appraisal System and Career Advancement scheme (CAS) for its faculty members following the guidelines set by the University Grants Commission (UGC). • Provision of clean drinking water facility, emergency first-aid facility, ramp facilities for differently-abled persons are also available within the campus. • A dedicated research room with Wi-Fi facility is provided for the teachers. Employees Cooperative Society provides loan with the approval of the management to cater to the financial needs of teaching staff. • Advance salary for festivals or special needs • Benefit of lien •

all the government schemes such as • Gratuity, Pension, Commutation of Pension • Earned Leave encashment, Maternity Leave, leave on attending seminar / Conference Besides the above, the following benefits are given to the non-teaching staff. • The institution has implemented a comprehensive Annual Appraisal System and Career Advancement Scheme (CAS) for its non-teaching staff as per the rules laid down by the Government of West Bengal. • Provision of clean drinking water facility, emergency first-aid facility, ramp facilities for differently-abled persons are also available within the campus. • Wi-Fi facility to the staff inside the college campus. • Employees Cooperative Society provides loan with the approval of the management to cater to the financial needs of non-teaching staff. • Advance salary for festivals or special needs • Advance salary for festivals or special needs.

welfare schemes for students. • The College makes arrangements for availing all the government scholarships (such as, SVMCM, WBMDFC scholarships etc.) for the students Besides the above, the following benefits are given to students: • Provision of clean drinking water facility, emergency first-aid facility, access to the Student Health Home facilities, ramp facilities for differently-abled persons are also available within the campus. • Wi-Fi facility to the students inside the college campus. • Grievance Redressal Cell to address the issues and grievances of the students. • Students are provided half-free and full-free fees waiver provision, if felt needed.

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 carries out internal and external audit for each financial year. The internal audit is conducted with the assistance of account section under the supervision of Bursar, Accountant and Head Clerk. All the financial details are thoroughly studied by the Auditor and recommendations are provided. The college takes utmost care to implement the recommendations from the next financial year. The external/ statutory auditor is appointed by the Department of Higher Education, Govt. of West Bengal.

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
Not Applicable	0	Not Applicable
No file uploaded.		

6.4.3 – Total corpus fund generated

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	Nil	Yes	IQAC
Administrative	No	Nil	Yes	IQAC

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)

1. The temporary members of non - teaching staff get an ex - gratia payment as festival allowance. 2. The temporary members of non - teaching staff can avail leave on medical grounds. 3. The temporary members of non - teaching staff get casual leave as per govt. rules.

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

1. Improvement of the Library facilities. 2. Encouragement to the Faculty Exchange Programme. 3. Uploading of the study material provided by the Teachers of the different department.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
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
2017	Seminar: Liberal Political Tradition	11/02/2017	11/02/2017	11/02/2017	78
2016	UGC sponsored National Seminar jointly organized by	16/12/2016	16/12/2016	17/12/2016	72

	Department of Bengali Philosophy				
2017	Blood Donation Camp	28/02/2017	28/02/2017	28/02/2017	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
0	Nil	Nil	Nil	Nil

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
<ul style="list-style-type: none"> • Planting of trees inside College Campus by the NSS unit of the College • Cleaning up of the college campus is done regularly. • Medicinal plant garden is set up. • Power Saving LED lights inside the College Campus. • Attempts are undertaken to make the campus a plastic-free zone. • As per rules and regulations from appropriate authority the college campus is declared as a Smoking Free zone. • It has been made punishable for the students if they are found consuming tobacco products inside the campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1744
Scribes for examination	No	0

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
2017	1	Nil	05/06/2017	1	Green Campus	Tree Plantation	75
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NIL	Nil	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
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No Data Entered/Not Applicable !!!

[View File](#)

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

- Planting of trees for greenery development inside the college campus and the nearby adopted village by the NSS unit of the college.
- Installation of ample number of Power Saving LED lights in Campus.
- Restriction on the use of plastic in the college campus.
- Awareness programme among the students for maintaining cleanliness of the campus.
- Smoking and Tobacco free zones.
- Creating consciousness among students about pollution.
- "Save Water" awareness initiative taken.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

[I] Title of the Practice: Environmental Friendly Campus The objectives of the Practice: The main objective is to remain environmentally conscious in our everyday life. Being in a rural area, our college is having beautiful green landscape. As such, we are pretty proud of our college landscape and it is our constant endeavour to improve our college landscape further. Our students are well aware of the responsibility towards maintaining and improving the environment surrounding them. The greenery of our college is maintained on a regular basis. That's why we are choosing this practice once again as one of the Best Practices of our College. The Context: We have tried to make our college such a place where only eco-friendly practices can be followed. We are disengaging from any activity which is detrimental to our environment. The Practice: To educate our students and people about the environment, we left no stone unturned. A) The entire college campus is turned into a 'No Smoking Zone'. b) The college campus is a 'Plastic Free Zone'. c) Every year we plant saplings in our premises iv) replaced incandescent bulb with LED bulb. d) Limited use of diesel power generator e) servicing the ACs. This year we have planted the saplings on 05.06.2017 in the campus. e) We have some flower pots in our campus. f) Most of our students and faculty members use bicycles or public transport to reach college. g) We have installed several dustbins at different places of the campus in order to collect waste and dispose them eco-friendly way. Evidence of Success: i) All employees of the institution have abandoned their habit of smoking and eating gutkha. ii) The college strongly discourage the use of plastic bags in the college campus, e.g. in the canteen, tea is supplied in a paper cup. iii) Garbage collection and disposal is done every day. iv) All filament bulbs have been replaced with LED bulbs and LED tube lights. Problems Encountered and Resources Required: I). The main problem encountered in implementing this practice was changing the mindsets of the people associated with the College. But thanks to the continuous efforts of a few teachers and a handful of students, we have succeeded in improving the environment of our college. II). Still, we are trying to make our students properly aware and conscious about the various environmental aspects and laws by observing World Environment Day and by arranging different seminars and workshops on the environment. We believe that all the people associated with this college will sincerely follow the rules and regulations associated with the conservation of the environment if they become aware about various environmental issues including wildlife and various types of pollutions. III). The college authority is trying to focus on creating an eco-friendly atmosphere on campus and making students aware of sustainable development. [II] Title of the Practice: Blood donation camp Objective of the Practice: The main objective of this camp to aware the student the benefits of blood donation in their daily life. Our college is located in the rural backyard of West Bengal. It is pretty common among these rural flock lacking basic knowledge about health and

hygiene. Subsequently, they are the prey of many life-threatening diseases.

Because of the lack of infrastructure, they have to run around for basic medical needs. Though there is a hospital near the College, but it quite often runs out of blood and plasma. So, medical need of the people in this area is colossal and is increasing exponentially day by day. Our college fraternity organizes blood donation camp every year with the active and enthusiastic participation of the NSS unit of our college. The context: We try to make our student knowledgeable about the issues affecting our society. As we do not want our student to remain indifferent to various problem plaguing our society. Students are the torch bearer of our future generation, so it is paramount they are well versed with the problems as well its solution. The scarcity of blood and its components is a serious problem in almost throughout India and it is difficult to eliminate that problem completely. But it is not impossible to manage this problem in a small area. Evidence of success: After making well aware of the issue, student and college staff venture into this noble cause, blood donation camp. Every one wholeheartedly welcomed this venture. Firstly, we start campaigning within the campus, later on we move outside the campus regarding our blood donation camp. We asked Blood Bank unit of the Murshidabad Medical College and Hospital to arrange a blood donation camp at our college premises at the scheduled date and time. Head of our college NSS unit, Dr. Swadesh Mondal, Assistant Professor of Chemistry, was in charge of this whole operation. All the necessary arrangements like room decoration, food and refreshment were in place well before the start of the camp. After the arrival of the medical staff, blood collection started. The Blood donation camp was overwhelmingly successful with a large number of students and staffs donating blood. Problems encountered and the resources required: The college being located in a rural area financial constraint is always a major issue in any venture. Availability of necessary equipment and sick room in case of emergency is of paramount importance for organizing blood camp. Though we had necessary manpower, financial constraint creates considerable problem while arranging this camp.

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

https://dumkalcollege.in/uploads/gallery/bp_15-06-2023_1686812536593.pdf

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

VISION: The specific visions identified by the Institution are as follows: [I] Attain excellence in arts and science education. [II] Expand opportunities for higher education among the students of the backward area. [III] Creating equal opportunities for higher education, especially for the first-generation learners who mostly come from minority communities, scheduled caste and scheduled tribes and other backward communities from nearby remote, backward and border areas. [IV] To give ample opportunity for higher education for girls of the backward area. [V] Empowering and educating our students to make them capable to face competitive exams in the job market and work on their own.

MISSION: Dumkal College is committed to empowering rural youth by providing post-higher secondary education. Thereafter, this will allow them to develop as intellectually bright and socially responsible citizens eager for continued personal, social, moral and professional upliftment.

INTEGRITY FORMATION

COMMUNITY FEELING DEVELOPMENT: Awareness on National integration is fostered through talks and seminars related to the nation building of the nation and National Days such as the Republic Day, Independence Day etc. are observed by the NSS wing of the college and many other students outside the NSS wing also participate in such activities. Outreach activities and outreach programs are

conducted to promote patriotism among students. STRIVE FOR TRUTH AND SERVICE:
We offer quality education to our students. Integrity and transparency are reflected in all institutional efforts, from admission to graduation. The institution is synonymous with humanity, tolerance, reason, a culture of friendly ideas and the search for truth. This is done by creating an environment that promotes teamwork, cooperation and mutual support. The institution believes in the policy of inclusiveness and promotes the nation-building qualities of equality, justice and brotherhood.

Provide the weblink of the institution

https://dumkalcollege.in/uploads/gallery/id_15-06-2023_1686816166093.pdf

8.Future Plans of Actions for Next Academic Year

? Because of the lack of sufficient number of classrooms, the college has taken initiative to complete the new Annex building. ? It plans to enhance academic excellence by encouraging teachers to use ICT facilities. ? It plans to enhance social compatibility of the students by giving better opportunity for social interaction through activities of NSS. ? It plans to organize UGC sponsored national and state level workshop and seminar. ? The college also plans to develop greenery more in the college campus and also in the adopted village. ? The college needs to construct a boundary wall for better security and supervision of the campus. ? The college feels it necessary to organize an awareness programme for the students on AIDS.