Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**K.D. COLLEGE OF COMMERCE AND GENERAL STUDIES**
Name of the head of the Institution	**Dr. Dulal Chandra Das**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03222275836**
Mobile no.	**9775100112**
Registered Email	**kdccmid_westbengal@rediffmail.com**
Alternate Email	**kdcciqac@rediffmail.com**
Address	**KSHUDIRAM NAGAR**
City/Town	**Midnapore**
State/UT	**West Bengal**
Pincode	**721101**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**BIBEKANANDA DASMAHAPATRA**
Phone no/Alternate Phone no.	**03222275836**
Mobile no.	**9475257672**
Registered Email	**bibek_kdcc@rediffmail.com**
Alternate Email	**bibek.contai@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://kdcollege.ac.in/document/sub_page/20210423_153343.PDF

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://kdcollege.ac.in/document/sub_page/20210524_221300.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	**B+**	**2.51**	**2017**	**23-Jan-2017**	**22-Jan-2022**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**18-Feb-2005**

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
Computer orientation	**15-Apr-2019**	**26**

programme for staff members	1	
Blood Donation Camp	12-Jan-2019 1	109
Health counselling for Adolescent Girls	03-Oct-2018 1	75
Awareness of Dengue and Chikungunya	15-Sep-2018 1	96
Thalassemia Detection Camp	01-Sep-2018 1	58
Seminar on Development of Mental Health for Youth	08-Aug-2018 1	200
Awareness Programme on Tobacco Menace	27-Jul-2018 1	142
Observance of Aranya Saptaha	14-Jul-2018 7	105
[View File]()		

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
Institution	Grant in Aid	STATE GOVT.	2018 365	7000000
Institution	RUSA 2.0	STATE GOVT.& CENTRAL GOVT.	2018 365	10000000
[View File]()				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	[View File]()
10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	[View File]()
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

Significant contribution of IQAC 1. Organized Blood Donation Camp in the college campus where student and staff members donated blood. 2. Feedback from students with regard to teaching-learning as well institutional ambiance was taken for analysis and further improvement of shortcomings. 3. Initiative was taken to get grantinaid from state Govt. with amounted to Rs. 70 lakhs in total and work for the construction of a classroom, staff quarter and the toilet was initiated. 4. Initiative for a second campus of the college was taken and necessary documents were placed before the component authority as well as the Chief Minister's office. 5. Initiative was taken to dispose off the electronic wastes of the college dumped for a long time.

[View File](#)

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
FILE UPLOADED	FILE UPLOADED
[View File](#)	

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Governing Body	26-Aug-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No

16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2018

Date of Submission	24-Dec-2018

17. Does the Institution have Management Information System ?	No

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 Teachers' Council of the college performs the activities of the Academic Sub-committee and plays a very vibrant role in the effective implementation of the curriculum. The institution follows the curriculum designed by the affiliating university, Vidyasagar University. The institution follows the academic calendar prepared by the university with a few changes as and when required. Prior to the beginning of a new session, the Routine Subcommittee, with the participation of the Heads of Departments, prepares a master-routine for all departments/programmes/courses. The routine is immediately approved in the Teachers' Council meeting for being effectively carried out in the coming year. The general framework of academic activities in the new session is also charted out by the Teachers' Council. The Heads of Departments in consultation with other teachers of the respective departments finalize the assignments of different teachers, lecture hours, topics to be taught, Internal Assessment schedule and other activities. Each department prepares a unitized/modular teaching plan and follows the same throughout the year. Teachers recommend relevant books and learning resources in addition to class lectures for the successful materialisation of the teaching plan. Answers to the model questions are discussed by the teachers for the benefit of students. The Heads of Department monitor the progress regularly and the same is reported in the meetings of the Teachers' Council for necessary strategic advice and help. Before the commencement of the University scheduled Internal Assessments in Honours and General papers, the Teachers' Council reviews the completion of the portion of the syllabus and takes necessary steps. The Headship is rotationally assigned to the teachers of a department for dynamic and fruitful implementation of the curriculum. After the publication of University results, meetings are called by the Teachers' Council to discuss the performance of students in each department and necessary guidelines are framed for ensuring the betterment of students' progress in the ensuing academic session. The Teachers' Council gives valuable suggestions to the Principal and the Governing Body of the college for effective implementation of the curriculum.

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
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	UG Computer Science General	18/07/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Bengali (Hons.)	18/07/2018
BA	English (Hons.)	18/07/2018
BA	General	18/07/2018
BCom	Accounting and Finance	18/07/2018

		(Hons.)	
BCom	Marketing Management (Hons.)	18/07/2018	
BCom	General	18/07/2018	

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

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
Environmental Studies	18/07/2018	1144
	View File	

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Bengali (Hons.)	62
BA	Geography (General)	14
BSc	Geography (Hons.)	19
BA	Environmental Studies	864
BCom	Environmental Studies	250
BSc	Environmental Studies	30
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	Yes

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

Feedback Obtained
Feedback, being an eye-opener, gives proper direction to the inner and outer growth of an institution. Hence, the college authority collects feedback from students and other stakeholders for overall development of the institution. Students' Feedback on curriculum is obtained by the college in a definite format every year on online mood. Generally, the final year collegiate students give their feedback. The informal grievances, suggestions and requests on curriculum and teaching methods made by them throughout the year are also incorporated by the departments while framing Teaching Plans. This has a significant role in forcing the institution to go for innovative teaching methods along with conventional 'chalk and talk' method. Parents' Feedback on curriculum is also sought for by the college in a definite format every year.

The Parent-Teacher/College Administration Meeting is held. Their suggestions come of a great help in formulating the general academic framework of the college. This also helps a lot to the various organs of the college like the NSS units, the Career and Counselling Cell, the Women Study Centre, etc. Opinions for overall development of the institution are also sought from the faculty members, non-teaching staff, representatives of the students' union, etc. in the meetings of different bodies like Teachers' Council, IQAC, Staff Council, etc. The Career and Counselling Cell of the college organises lecture programmes, career fair and campus interview for placement of students with job-oriented peer groups and different companies who give feedback on the curriculum and the overall development of the institution. Different community programmes/activities are undertaken by the institution mainly through the NSS units. The students and teachers get the scope for interacting directly with different members in the community where they get feedback on the curriculum and the overall development of the institution. The formal and informal suggestions and views thus gathered are discussed analytically in the Teachers' Council or IQAC or Staff Council meetings for taking appropriate measures. The important recommendations/suggestions are utilised by the Governing Body, the highest policy-making body of the college, which ultimately takes final decision taking all other related matters into careful consideration. The resolutions based on feedbacks are also communicated to the affiliating university or other competent authorities as and when required.

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
BSc	GEOGRAPHY HONS.	30	362	30
BCom	ACNH,MMH,& GENERAL	498	740	260
BA	BENGALI, ENGLISH HONS. & GENERAL	520	1430	475
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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
2018	2380	Nill	11	Nill	11

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

11	11	5	4	4	4

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View File of E-resources and techniques used

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

Yes, Students are divided in to groups and one teacher, both full time part time are assigned with one group. The teacher concerned meets the students as the mentor and listens to the various problems concerning them. The mentor also discusses with his/ her students various other issues from time to time, both on- campus and off-campus issues with regard to the students. The whole thing is monitor by the principal himself.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2380	11	1:216

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
12	11	1	1	3

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
2018	NIL	Principal	NIL
2018	NIL	Associate Professor	NIL
2018	NIL	Assistant Professor	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
BSc	UG	Semester	17/01/2019	18/03/2019
BCom	UG	YEAR	26/03/2019	14/06/2019
BCom	UG	Semester	17/01/2019	18/03/2019
BA	UG	Year	26/03/2019	14/06/2019
BA	UG	Semester	17/01/2019	18/03/2019

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

As per the demand of the University question paper, to make the students aware about the question pattern, that type of questions are set through which the

thorough analytical ability of the student is encouraged assessed.

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

Go by the academic calendar of the affiliating university

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)

http://kdcollege.ac.in/document/sub_page/20210525_124306.pdf

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	BCom	B.COM	170	102	60
UG	BA	ENGH,BNGH HONS. AND GENERAL	263	205	77.95
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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)

http://kdcollege.ac.in/document/sub_page/20210525_124431.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
International Projects	0	NIL	0	0
Students Research Projects (Other than compulsory by the University)	0	NIL	0	0
Projects sponsored by the University	0	NIL	0	0
Industry sponsored Projects	0	NIL	0	0
Interdisciplinary Projects	0	NIL	0	0
Interdisciplinary Projects	0	NIL	0	0

Minor Projects	0	NIL	0	0
Major Projects	0	NIL	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
Library Automation(KOHA), Application of RFID and DSPACE	Central Library, K D College of Commerce General Studies, Midnapore	02/06/2019
Special Lecture on Indian Government and Politics: Globalization and Development Dilemmas	Political Science, K D College of Commerce General Studies, Midnapore	22/05/2019

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	Nill	NIL

View File

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
NIL	NIL	NIL	NIL	NIL	Nill

View File

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
NIL	Nill

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	English	2	0
National	History	1	0
National	Bengali	1	0
National	Geography	1	0
International	English	2	0
International	Bengali	2	0

International	Geography	2	5.35
International	Botany	1	0

View File

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

Department	Number of Publication
HISTORY	1
BENGALI	2

View File

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Distribution and Conservation Strategy of Some Important Medicinal Plants of Coastal Purba Medinipur	Dr. Dulal Chandra Das et. al.	International Journal of Integrated Reserach and Development	2018	0	NIL	Nill
Murshidi Gan : Utsa O Anusanga	Sk Sabbir Hossen	Shinjan	2018	0	NIL	Nill
Deshio rajye proja andolon o munda sanggramer ancholik p orjalochon a	Swapan Dolai	Ebong Mahua	2019	0	NIL	Nill
An integrated GIS approach for Assessment of Ground Water Potential Zone: A Case Study On The Upper Catchment	Abhinanda Bal et. al.	Indian Journal of Geography Environment	2018	0	Vidyasagar University	Nill

Area Of Subarnarekha River						
Chau And its Stylistics	Dr. Uttam Kumar Jena	Folk Lore	2019	0	NIL	Nill
The Geopoliticised Body	Dr. Uttam Kumar Jena	Aajker Jodhan	2018	0	NIL	Nill
Welfare State of Livestock Keeping and Its Impact on Urbanism: Study on Midnapore Municipality, West Bengal, India	Bikash Dutta, Dr. Utpal Roy Indranil Maity	The Research Journal Social Sciences (RJSS	2018	0	NIL	Nill
Evaluating Coping Mechanism of Slum Dwellers in Midnapore municipal Area, West Bengal	Bikash Dutta, Dr. Utpal Roy Indranil Maity	Asian Journal of Multidimensional Research (AJMR)	2018	0	NIL	Nill
An Anatomy of Stress: A Literary Discourse	Amit Kumar Raul	Indian Literature: Sahitya Akademi Bimonthly	2019	0	NIL	Nill
"Chok Bandha Akash" (Translation	Amit Kumar Raul	Swarantar	2019	0	NIL	Nill
View File						

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	2018	Nill	Nill	NIL
View File						

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

Number of Faculty	International	National	State	Local

Attended/Seminars/Workshops	4	6	2	Nill
Presented papers	2	3	Nill	Nill
Resource persons	Nill	1	Nill	Nill

View File

3.4 – Extension Activities

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

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

View File

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	Nill

View File

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
National Service Scheme (NSS Unit-III)	K.D. College of Commerce General Studies	Special Winter Camp	5	180
National Service Scheme (NSS Unit-III)	K.D. College of Commerce General Studies	ADIS Awareness	5	114
National Service Scheme (NSS Unit-III)	K.D. College of Commerce General Studies	Awareness Programme on "Health Counselling for Girl Students" organized by NSS Units Women Study Centre	5	98
National Service Scheme (NSS Unit-III)	K.D. College of Commerce General Studies	Awareness programme on Dengue Chikengunya with Magic Show	5	310
National Service Scheme (NSS Unit-III)	K.D. College of Commerce General Studies	Youth Convention on Harnessing Youth Potential	5	22

		for Confidence and better Ralationship		
National Service Scheme (NSS Unit-III)	K.D. College of Commerce General Studies	International Peace Day	5	108
National Service Scheme (NSS Unit-III)	K.D. College of Commerce General Studies	Thalassaemia Detection Camp	5	240
National Service Scheme (NSS Unit-III)	K.D. College of Commerce General Studies	Observation of Swachhta Pakhwada	5	210
National Service Scheme (NSS Unit-III)	K.D. College of Commerce General Studies	Lecture programme on "Development of Mental Health for Youth	5	125
National Service Scheme (NSS Unit-III)	K.D. College of Commerce General Studies	Banmahatsav	5	124

[View File](#)

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
NIL	NIL	NIL	0

[View File](#)

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
NIL	NIL	NIL	Nill	Nill	0

[View File](#)

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	Nill	NIL	Nill

[View File](#)

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
10255000	9754650

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Partially	19.3	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	23650	2414552	282	90696	23932	2505248
Reference Books	Nill	Nill	Nill	Nill	Nill	Nill
e-Books	Nill	Nill	Nill	Nill	Nill	Nill
Journals	35	24316	18	12480	53	36796
e-Journals	Nill	Nill	Nill	Nill	Nill	Nill
Digital Database	Nill	Nill	Nill	Nill	Nill	Nill
CD & Video	69	Nill	Nill	Nill	69	Nill
Library Automation	7125	57000	Nill	Nill	7125	57000
Weeding	Nill	Nill	Nill	Nill	Nill	Nill

(hard & soft)						
Others(specify)	Nill	Nill	Nill	Nill	Nill	Nill

View File

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nill

View File

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	60	2	0	2	0	11	49	100	0
Added	0	0	0	0	0	0	0	0	0
Total	60	2	0	2	0	11	49	100	0

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

100 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
KOHA in the Central Library	https://www.librarykdcollege.org

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
4550000	4637818	5000000	3524693

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)

A sum of Rs. one crore out of the total sanctioned amount of Rs. two crores was received by the college under RUSA-2.0. An amount of Rs. 90 lac out the released amount of Rs 1 crore was transferred to the P.W.D. Construction Board for undertaking the work of renovation and new construction as decided by the Governing Body of the College. Two new class rooms were developed. One of the class rooms was constructed on the first floor of the Administrative building by utlilising a vacant space and another room was constructed on the second floor above the Central Library. The age old decaying floors of the

Administrative Building, eight classrooms, the Computer Laboratories, Girls' Common Room, Canteen and the Students' Union Room were duly renovated by laying vitrified tiles on the floors, as suggested by the P.W.D.Engineers under their supervision. Work of construction of the proposed new classroom Block was initiated under the proposal of new construction. The work of renovation and modernisation of the old Computer Laboratory was undertaken in partial utilisation of the first phase of disbursement of the RUSA-2.0 Grants. 282 nos. of books on different subjects were procured by the Central Library by incurring an expenditure of Rs.90,696 from the General Fund of the College.

http://kdcollege.ac.in/document/sub_page/20210525_194915.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	FEE CONCESSION	19	7110
Financial Support from Other Sources			
a) National	S.R.J.S.S	Nill	0
b)International	NIL	Nill	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 implemetation	Number of students enrolled	Agencies involved
NIL	Nill	Nill	0
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	NIL	Nill	Nill	Nill	Nill
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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
3	3	7

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
1.YES BANGLA2.RELIANCE JIO COMPANY	82	9	NIL	Nill	Nill

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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	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	18	UG HONOURS COURSE	ACCOUNTING FINANCE(ACNH)	Vidyasagar University	M.COM
2018	5	UG HONOURS COURSE	MARKETING MANAGEMENT (MMH)	Vidyasagar University	M.B.A ,& M.COM
2018	37	UG HONOURS COURSE	BENGALI (BNGH)	Vidyasagar University,Midnapore College Kharagpur College	M.A. B.Ed.
2018	34	UG HONOURS COURSE	ENGLISH (ENGH)	Vidyasagar University Other Universities	M.A.

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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	6
SET	4
SLET	Nill
GATE	Nill
GMAT	Nill
CAT	Nill
GRE	Nill
TOFEL	Nill
Civil Services	Nill
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
Sports Games	Intra College	51

Cultural Competition	Intra College	62

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
2019	FOLK Orchestra	National	Nill	1	ZP/ No 001497	SOUVIK C KAKRABORTY
2019	FOLK Orchestra	National	Nill	1	ZP/ No 001497	SOUVIK C KAKRABORTY

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

As per Vidyasagar University rules, an elected student council (Union) is formed every year. But the last such election was held in 2016-17. In the event of a general shortage of elected student union members (due to passing out) some nominated members were selected by the college authority to fill the vacant positions of the elected members. The student council (union) takes active participation in various administrative, sports games, cultural, literary, and other activities of the college. The following academic and administrative bodies have students' representatives on them: • Governing Body [General Secretary, Students' Union] • Admission Committee [General Secretary, Students' Union] • Aid Fund Sub-Committee [One Representative, Students' Union] • Library Sub-committee [General Secretary, Students' Union] • Games Sports Sub-Committee [Two Representatives, Students' Union] • Vigyan Parishad [Two Representatives, Students' Union] • Magazine Sub-Committee [One Representative, Students' Union] • Cultural Sub-Committee [One Representative, Students' Union] • Anti Raging Cell [One Representative, Students' Union]

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

250

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

01 MEETING. PARTICIPATION IN COLLEGE FOUNDATION DAY CELEBRATION.

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)

The vision of the institution is to educate the students with the spirit of

cultural values and develop Human Resources in order to serve mankind in general and weaker sections in particular and to establish global peace and prosperity. Providing quality education with affordable cost by designing academic agenda in tune with the changing needs of the society, scanning the external environment through strategic planning, building faculty power in tune with the modern trend in teaching, interacting creatively with the Government and the civil society, promoting applied and action research on governance and community problems and establishing System Management. The vision of the institution is to evolve through collective leadership into a centre of academic excellence which while retaining its regional roots is able to encompass and articulate global concerns and the wider social imperatives. It seeks to achieve a wholesome synergy between academic practices, social empathy, cultural proclivities and co curricular responsibilities so that all stakeholders may benefit and students particularly, may develop to their fullest potential.

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

No

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	The conventional method of teaching with the use of information Communication Technology. Field surveys. Academic tools. Documentary film show after class hours. Group discussions and quiz contests. Seminars arrange in the classrooms.
Examination and Evaluation	Internal examination with short questions and multiple-choice questions and long questions. Students made aware of their mistakes after evaluation. The suggestion offered for the betterment.
Research and Development	Departmental initiative for major/ minor research projects. Post DOC research inspired by College Authority and IQAC. Circulation of Guidelines of different funding Agencies. IQAC motivating teachers for undertaking research projects.
Library, ICT and Physical Infrastructure / Instrumentation	Library fully computerized. Digital Library established. Librarians attending. Librarians attending orientation Programmes. There are some E-Journals.
Human Resource Management	Teaching and Non-Teaching Staff engaged in various development activities as per their competency in the respective fields. Students involved in academic, cultural sports activities. Strong support of Alumni around the year and active involvement of our Stuff and Students

Industry Interaction / Collaboration	Industry Interaction through departments. Collaboration with the reputed Institutions by Teachers for various Project Work.
Admission of Students	Students' admission strictly on the basis of merit. Reservation Policy strictly adhered as per Govt. rules. Online Admission Process. Admission information are available in the CollegeInformation Website. Counseling in different subjects. Help Desk for Students' Admission. Counselling Students for admission as per their limit, choice and opportunities. Admission Fees payment through Net Banking

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

E-governace area	Details
Planning and Development	FULLY IMPLEMENTED
Administration	FULLY IMPLEMENTED
Finance and Accounts	FULLY IMPLEMENTED
Student Admission and Support	FULLY IMPLEMENTED
Examination	FULLY IMPLEMENTED

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
2018	NIL	NIL	NIL	Nill
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	NIL	NIL	Nill	Nill	Nill	Nill
View File						

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	06/02/2019	26/02/2019	20

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

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
0	0	0

6.4 – Financial Management and Resource Mobilization

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

YES. INTERNAL AUDIT IS DONE BY BURSAR OF THE COLLEGE EXTERNAL AUDIT IS DONE BY DPI, GOVT. OF WEST BENGAL THROUGH COMPETENT AUTHORITY

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL

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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	Yes	VIDYASAGAR UNIVERSITY	Yes	TEACHERS COUNCIL
Administrative	No	NIL	No	NIL

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

1. Parent-Teacher Association Meeting has been held with good suggestions from the parents. 2. The members of the association actively participate during the NAAC Visit. 3. Promote the greenery of the College Campus by donating several saplings and fancy plans.

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

1. Motivating the supporting staff to go to different training camps organized by other Institutes. 2. The Department of Commerce has organised various training programmes tookvisitof , such as training of Computer, Smart class and online class for greater excellence. 3. Staff are engaged during Admission Process.

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

1. To introduce more academic programs. 2. To develop the infrastructure the second campus. 3. Initiative taken for instituting more MoUs.

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
2018	Observance of Aranya Saptaha	14/07/2018	14/07/2018	21/07/2018	105
2018	Awareness Programme on Tobacco Menace	27/07/2018	27/07/2018	27/07/2018	142
2018	Seminar on Development of Mental Health for Youth	08/08/2018	08/08/2018	08/08/2018	200
2018	Thalassemia Detection Camp	01/09/2018	01/09/2018	01/09/2018	58
2018	Awareness of Dengue and Chikungunya	15/09/2018	15/09/2018	15/09/2018	96
2018	Health counselling for Adolescent Girls	03/10/2018	03/10/2018	03/10/2018	78
2018	Yoga Awareness Programme	15/12/2018	15/12/2018	15/12/2018	75
2019	Blood Donation Camp	12/01/2019	12/01/2019	12/01/2019	109
2019	Special Lecture on Yoga and Meditation for youth	09/02/2019	09/02/2019	09/02/2019	75
2019	Computer orientation programme for staff	15/04/2019	15/04/2019	15/04/2019	26

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
Seminar on Crime Against Women (Eve Teasing)	03/09/2018	03/09/2019	76	Nill

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
1.The college has replaced neon bulbs with LED in many classrooms. 2. The College took the initiative for a medicinal garden in the limited space available at the front lawn. 2.The college has been using pits for the disposal of garbage and litters to prepare Bio-fertilisers for the medicinal garden. 4.Five water purifiers at different locations and one water cooler have been installed to ensure safe drinking water for all campus users. 5. To save paper, the office uses apps for online notices.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nill
Provision for lift	Nill	Nill
Ramp/Rails	Yes	2
Braille Software/facilities	No	Nill
Rest Rooms	No	Nill
Scribes for examination	Yes	1
Special skill development for differently abled students	No	Nill
Any other similar facility	No	Nill

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

2018	1	1	31/10/2018	1	Swachh Bharat Abhiyan 1	Promoting cleanliness drives	138
2019	1	1	20/02/2019	1	Road Safety Awareness	Traffic Awareness Programme with special emphasis on using headgears for the Two-wheeler riders organised by NSS in association with Local police Station.	44

[View File](#)

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	Nill	NIL

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Observance of National Youth Day and a special lecture entitled "Swamijee's Call to our Youths" was organised.	12/01/2019	12/01/2019	418

[View File](#)

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

1. A large compost pit is dug in the college to produce manure for trees and plants within the campus. 2. Separate dustbins for dry and wet wastage are kept in the campus. 3. Student staff using Bicycles: Very few students rarely staff use bicycles. 4. On ozone day (16.09.2018) no-vehicle day was organized. On that day most of students staff avoided using vehicles. 5. Students participated in the cleanliness drive organized on 2nd October.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Describe at least two institutional best practices Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link 1. Title of the Practice: PRESERVING OUR ENVIRONMENT THROUGH ENERGY SAVING MEASURES. 2.Goal: As an effective effort

to protect the environment from further degradation and thus preserve it for the future generation the College has adopted and implemented certain measures to minimise the consumption of scarce energy resources. Through these measures the College strives to achieve the following aims. (i) To cut down the consumption of energy while performing its functions since energy saved is energy generated. (ii) Through these measures the College aims to in still in the minds of the younger generation the importance of energy conservation in the course of environmental protection. (iii) To set an exemplary practice worth emulating in the greater interest of the human civilization. (iv) To cut down expenditure in the area of energy consumption thereby enabling the College to invest in other relevant and significant academic activities. 3. The Context: The 21st century global community is facing an imminent threat to the survival of the human population and ecosystem due to the large scale degradation of the environment by the application of science and technology. One of the major factors that contribute immensely to the environmental degradation is the emission of "Green House gases" in the process of energy generation for human consumption. Understanding this critical situation the IQAC with the active cooperation of the Governing body devised this unique measure to contribute our ideas and effort towards environmental protection and preservation. 4. The Practice: i. Energy conservation a) The College has ensured the electrical wiring of the College campus based on the prescribed code to prevent 'transmission loss' of energy due to inferior quality of electrical wires and appliances. b) Non-use of the incandescent lamp within the campus. 90 of the Lamps are either energy saving fluorescent (T5, T8), compact fluorescent lamps (CFL) or LED. Incandescent bulbs are almost done away within the campus. 5. Evidence of Success: The energy consumption is relatively lower than the other institutions of similar nature. This unique practice has created a considerable impact in the psyche of the students regarding the importance of planning and implementing effective measures towards cutting down energy consumption and thus protects our environment. 6. Problem: Problems Encountered and Resources Required. i)Initially there were few hiccups in the form of procuring necessary appliances for cutting down energy consumption, but that was taken care of by the management by seeking requisite appliances in the metros. B : 1. Title of the Practice – ADMINISTRATIVE EMPOWERMENT 2. Goal – The college aims to improve the overall administrative efficiency by introducing administrative empowerment programs for the ministerial staff. 3. The Context – The number of students in the college as increased over time but the number of administrative staff did not increase proportionately. For the effective functioning of the college, it was necessary to empower the administrative staff to handle the extra workload effectively. 4. The Practice – The college has taken a number of steps for administrative empowerment. Train the administrative staff to effectively use software. Install advanced software solutions for administrative automation. Create verbal and non-verbal training schedule for the administrative staff Introduce administrative benefit such as arranging food if they work for extra hours at the workplace 5.Evidence of Success – Today, with limited administrative resources, we are able to handle the additional workload for the increased number of students effectively. 6. Resources Required –Some financial resources required for extra time refreshment and for gifts of reward. 7.Problems encountered – Initially, covert resistance from the concerned side was experienced, but that has already been got over.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://kdcollege.ac.in/document/sub_page/20210526_170956.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

Since its inception, Kaibalya Dayini college has continued to maintain a distinct and remarkable identity for itself over a period of time. For over four decades it had been enjoying the status of a single faculty college exclusively offering commerce education and incidentally the second exclusive commerce College in the state. Located in the District Headquarters of the historic undivided Midnapore District, Arts stream was introduced to the course curricula and afterwards Science stream was also introduced by offering Honours course in Geography a couple of years back. Having its location at the District Head quarters provides a vantage advantage to the students as well as its staff in terms of commuting. Its proximity to the campus of the affiliating University, railway station, Bus stand makes it much sought after by the students from different parts of the district and three adjoining districts. This is why, without having any students'hostel-either for boys or girls, the college attracts students from distant places. Apart from its location, the college is renowned to offer the best of the courses, incidentally, this is the only college under the Vidyasasagar University offering Honours Courses in two different subjects in the Commerce stream.. The Library of the college significantly adds to the pride of the college. It has two different sections, Reference and Lending sections placed at Ground and First floor respectively. It has a big reading hall for students and a separate reading section for the staff. Four NSS units of college remain active throughout and provide a platform for students from various backgrounds to contribute to society at different levels. Over a period of time, N.S.S units have contributed in earning significant recognition to college in Vidyasagar University.

Provide the weblink of the institution
http://kdcollege.ac.in/document/sub_page/20210526_172532.pdf

8.Future Plans of Actions for Next Academic Year

1. To fill up the permanent vacancy. 2. To achieve further academic co-curricular extra-curricular excellence. 3. To introduce new subjects. 4. To introduce Add-one courses. 5. To motivate teaching faculty to pursue research activities.