Yearly Status Report - 2019-2020

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/20210524_221300.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/20210530_094612.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
Youth Fair in the College	**10-Jan-2020**	**360**

campus	2	
Orientation programme on Income Tax for commerce faculty and students	26-Feb-2020 1	104
Special lecture on Teaching Methodology	10-Jan-2020 1	48
Special lecture on Nutrition needs for youth	28-Nov-2019 1	109
Road safety awareness	12-Nov-2019 1	72
Awareness of Dengue and Chikungunya	15-Sep-2019 1	98
Thalassemia Detection Camp	01-Sep-2019 1	63
Organizing Blood Donation Camp	08-Aug-2019 1	105
Awareness Programme on Tobacco Menace	27-Jul-2019 1	144
Observation of Aranya Saptaha	14-Jul-2019 7	107
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	RUSA 2.0	STATE GOVT.& CENTRAL GOVT.	2020 365	5000000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

1. Conducted Blood donation camp in the college campus involving a good no. of students and staff. 2. Conducted various awareness programmes and special lectures. 3. Initiative was taken to provide the students with adequate no. of classes. 4. Youth fair was conducted in the college campus. 5. Free coaching for deprived children of the locality was conducted involving the students of the

[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	Achievements/Outcomes
FILE UPLOADED	FILE UPLOADED
[View File](#)	

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Governing Body	01-Oct-2020

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

16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2020

Date of Submission	27-Jan-2020

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 for effective implementation of the curriculum. The institution follows the curriculum designed by the affiliating university, i.e. 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 Sub-committee, 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 effectively carrying 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 unitized/modular teaching plan and follows the same throughout the year. Teachers recommend relevant books and learning resources in addition to class lectures for 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 are reported in the meetings of the Teachers' Council for necessary strategic advices 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
BA	NIL	Nill
BCom	NIL	Nill
BSc	NIL	Nill
[View File]()		

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	NIL	Nill
BCom	NIL	Nill
BSc	NIL	Nill

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	02/07/2019	1112

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.)	58
BA	Geography (General)	10
BSc	Geography (Hons.)	61
BA	Environmental Studies	860
BCom	Environmental Studies	254
BSc	Environmental Studies	30

View File

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
BA	BENGALI, ENGLISH HONS. & GENERAL	540	1506	455
BCom	ACNH,MMH,& GENERAL	478	792	210
BSc	GEOGRAPHY HONS.	30	372	30
View File				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2233	Nill	15	Nill	15

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
15	15	5	4	4	4
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

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
2233	15	1:149

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
16	15	1	3	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
2019	NIL	Principal	NIL
2019	NIL	Nill	NIL
2019	NIL	Nill	NIL

View File

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	YEAR	12/09/2020	23/10/2020
BCom	UG	YEAR	12/09/2020	23/10/2020
BA	UG	YEAR	12/09/2020	23/10/2020
BSc	UG	Semester	25/01/2020	13/03/2020
BCom	UG	Semester	25/01/2020	13/03/2020
BA	UG	Semester	25/01/2020	13/03/2020

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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 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/20210530_210607.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	BA	ENGH,BNGH HONS. AND GENERAL	282	282	100
UG	BCom	B.COM	180	180	100
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2.7 – Student Satisfaction Survey

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

http://kdcollege.ac.in/document/sub_page/20210531_171629.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
Any Other (Specify)	0	NIL	0	0
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
Minor Projects	0	NIL	0	0
Major Projects	0	NIL	0	0
View File				

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
COVID-19 Awareness	National Service Scheme, K D College of Commerce General studies	24/05/2020
Responsibilities as an NSS Volunteers for the Prevention of COVID-19	National Service Scheme, K D College of Commerce General studies	27/05/2020
Lockdown Psycho-crisis and it's remedies	National Service Scheme, K D College of Commerce General studies	01/06/2020
Post Covid -19 Library Management	National Service Scheme, K D College of Commerce General studies	04/06/2020
Yoga as Psycho-Physical Curative	National Service Scheme, K D College of Commerce General studies	21/06/2020

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	Sponsered 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	Geography	1	5.7
National	Botany	1	0
International	Bengali	2	0
International	Botany	4	1.91

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

Bengali	1
Central Library, K D College of Commerce General Studies	5

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
Investigation of the antibacterial efficiencyof toothpaste used against dental pathogens	Dulal Chanda Das et. al.	IInternational Journal of Applied Dental Science	2020	Nill	Nill	Nill
Evaluation of Phytochemical Content, Antibacterial properties and Anti-inflammatory Activities of Andrographis echioidies (L) Nees	Dulal Chanda Das et. al.	European Journal of Medical Plants	2020	Nill	Nill	Nill
Microbiological Assessment of Street Foods of Different Locations at Panskura Block, West Bengal, India	Dulal Chanda Das et. al.	World Journal of Pharmacy and Phamaceutical Sciences	2019	Nill	Nill	Nill
In Vitro anthelmintic activity of Akanda	Dulal Chanda Das et. al.	The Journal of Phytopharmacology	2019	Nill	Nill	Nill

(Calotropis gigantean L.) whole plant methanolic extract in Indian adult earthworm Phytochemical Screening, Isolation of Flavonoids from Hellaenia speciosa (J.Koenig) S.R. Dutta and Study of Its Antibacterial						
Vidyasagarer Anubad Rachanay Protishobdo	Sk Sabbir Hos	Nirantar	2020	Nill	Nill	Nill
Anil Gharaiyer Chhotogolpo : Prosongo Dalit Samajer Vasa	Sk Sabbir Hossen	Anudhyan: An International Journal of Social Sciences	2019	Nill	Nill	Nill
Changing pattern of dune's shape in relation to wave dynamics of western coast of India.	Subhajit Barman Bidyut Pramanik	International Journal of Research	2019	Nill	Haldia Government College	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	2019	Nill	Nill	NIL

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	4	2	3	Nill
Resource persons	4	Nill	Nill	Nill
Resource persons	Nill	Nill	1	Nill

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

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
N.S.S	BEST PROGRAMME OFFICER	VIDYASAGAR UNIVERSITY	400

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	Observation of Children's Day	5	158
National Service Scheme (NSS Unit-III)	K.D. College of Commerce General Studies	Awareness Programme on Dengue and Chikungunya	5	98
National Service Scheme (NSS Unit-III)	K.D. College of Commerce General Studies	Special Lecture on Pandit Iswar Chandra Vidyasagar's Bicentenary Celebration	5	109
National Service Scheme (NSS Unit-III)	K.D. College of Commerce General Studies	Thalassaemia Detection Camp	5	63

National Service Scheme (NSS Unit-III)	K.D. College of Commerce General Studies	Road safety awareness	5	72
National Service Scheme (NSS Unit-III)	K.D. College of Commerce General Studies	Organizing Blood Donation Camp	5	105
National Service Scheme (NSS Unit-III)	K.D. College of Commerce General Studies	Awareness Programme on Tobacco Menace	5	144
National Service Scheme (NSS Unit-III)	K.D. College of Commerce General Studies	Observation of Aranya Saptaha	5	107
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	Nill
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
11620000	5540000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing

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

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	23932	2505208	5	600	23937	2505808
Reference Books	Nill	Nill	Nill	Nill	Nill	Nill
e-Books	Nill	Nill	Nill	Nill	Nill	Nill
Journals	53	37096	18	12480	71	49576
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 (hard & soft)	Nill	Nill	Nill	Nill	Nill	Nill
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	0	0	0	0	0	0
Added	0	0	0	0	0	0	0	0	0
Total	60	2	0	0	0	0	0	0	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	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
7250000	2250000	4750000	3210000

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)

During this period, the College received an amount of Rs. 0.5 crore out of the balance amount of the residual amount of RUSA-2.0 Grants sanctioned in favour of the College. The College also received a financial grant of Rs.65 lac from the State Government. Out of the amount of Rs.50 lac released by the RUSA in the second phase, an amount of Rs. 45 lac was handed over to the P.W.D.Construction Board for getting the two rooms on the first floor for its completion in all respect excluding electrical work. The construction of a large class room on the first floor of the Auditorium, Toilet Blocks for boys with modern facilities on the ground floor, first floor and the second floor, and also staircases were taken up under the guidance and supervision of the District Executive Engineer, Paschim Medinipur Zilla Parishad. 05 books were procured by the College incurring an amount of Rs.600 from the General Fund of the College for meeting the urgent need of Teachers as Reference Books.

http://kdcollege.ac.in/document/sub_page/20210531_083545.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**	**26**	**13100**
Financial Support from Other Sources			
a) National	**S.R.J.S.S.**	**4**	**21600**
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
2020	**NIL**	**Nill**	**Nill**	**Nill**	**Nill**
View File					

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
1	**1**	**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.RESHMI GROUP OF COMPANIES NETAJI SUBHASH UNIVERSITY, JAMSHEDPUR	**107**	**10**	**West Bengal SC,ST OBC Development Finance Corporation**	**5**	**1**
View File					

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
2019	11	UG HONOURS COURSE	GEOGRAPHY(GEOH)	Vidyasagar University Midnapore College N.L.Kan Women's College Midnapore City College Teachers' Training College	M.A. B. Ed
2019	40	UG HONOURS COURSE	ENGLISH (MARKETING MANAGEMENT (MMH)ENGH)	Vidyasagar University Other Universities	M.A.
2019	40	UG HONOURS COURSE	BENGALI (BNGH)	Vidyasagar University Midnapore College Kharagpur College	M.A. B.Ed
2019	6	UG HONOURS COURSE	MARKETING MANAGEMENT (MMH)	Vidyasagar University	M.B.A. M.COM
2019	11	UG HONOURS COURSE	ACCOUNTING FINANCE(ACNH)	Vidyasagar University	M.COM
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 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	4
SET	1
SLET	Nill
GATE	Nill
CAT	Nill
GRE	Nill
TOFEL	Nill
Civil Services	Nill
Any Other	1
[View File](#)	

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	54
Cultural Competition	Intra College	66
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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
2020	24th All India Inter School Club Yoga Championsh ip 2020	National	1	Nill	KDC190219	SUCHARITA KARMAKAR
2020	ALL INDIA INTER UNIVERSITY YOGASANA C OMPITITION	National	1	Nill	KDC190219	SUCHARITA KARMAKAR
2020	India's Best Dancer (Reality Show)SONY CHANNEL	National	Nill	1	Nill	SK. MD. AKIB
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

As per 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:

260

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
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 college Website. Counselling 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
Industry Interaction / Collaboration	Industry Interaction through departments. Collaboration with the reputed Institutions by Teachers for various Project Work.
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
Library, ICT and Physical Infrastructure / Instrumentation	The library is fully computerized. Digital Library established. Librarians attending College IMPLEMENTEDCounseling ison. Librarians attending orientation Programmes. There are some E-Journals.
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.
Examination and Evaluation	Internal examination with the short suggestion contests. questions and multiple-choice questions and long questions. Students made aware of their mistakes after evaluation. Suggestion offered for betterment
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. The suggestion the multiple-choice. Seminars arrange in the classrooms.

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

E-governace area	Details
Planning and Development	FULLY IMPLMENTED
Administration	FULLY IMPLMENTED
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
2019	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)
2019	NIL	NIL	Nill	Nill	Nill	Nill

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Short Term Course	1	07/01/2020	20/01/2020	13

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
4	4	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1	1	1

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

5000000

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	Yes	TEACHERS

		UNIVERSITY		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, 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 of the second campus. 3. Initiative has 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
2019	Observation of Aranya Saptaha	14/07/2019	14/07/2019	21/07/2019	107
2019	Awareness Programme on Tobacco Menace	27/07/2019	27/07/2019	27/07/2019	144
2019	Organizing Blood Donation Camp	08/08/2019	08/08/2019	08/08/2019	105
2019	Thalassaemia Detection Camp	01/09/2019	01/09/2019	01/09/2020	63
2019	Awareness Programme on Dengue and Chikungunya	15/09/2019	15/09/2019	15/09/2020	98
2019	Road safety awareness	12/11/2019	12/11/2019	12/11/2020	72

| 2019 | Special Lecture on Pandit Iswar Chandra Vidyasagar's Bicentenary Celebration | 14/12/2019 | 14/12/2019 | 14/12/2019 | 184 |
| 2019 | Youth Fair in the College campus | 10/01/2020 | 10/01/2020 | 11/01/2020 | 360 |

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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
National Girl Child Day Celebration A Special lecture programme on "Domestic Violence"	23/01/2020	23/01/2020	107	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
Students prepare projects on "Environmental Science" as a part of their course curriculum on different environmental issues such as air, water, land and sound pollution, solid waste management, ecosystem, and biodiversity under the guidance of the teachers. For preparing the projects through field visits, the students approach people belonging to different segments of the society and create awareness about Environmental consciousness among the common mass.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nill
Provision for lift	No	Nill
Ramp/Rails	Yes	2
Braille Software/facilities	No	Nill
Braille Software/facilities	No	Nill
Rest Rooms	No	Nill
Scribes for examination	No	Nill
Special skill development for	No	Nill

	differently abled students						

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	19/10/2019	41	Awareness for prevention of Dengue	Creating awareness for prevention against dengue in the slums adopted by the N.S.S. Units.	128

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

Title	Date of publication	Follow up(max 100 words)
Special Lecture	14/12/2019	Special Lecture on Pandit Iswar Chandra Vidyasagar's bicentenary Celebration

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
A special lecture on the topic, "SERVICE ABOVE SELF" was arranged for inspiring the students so that they may become useful citizen of future India.	12/01/2020	12/01/2020	512
Special Lecture on Pandit Iswar Chandra Vidyasagar Bicentenary Celebration at 1 P.M	14/12/2019	14/12/2019	403

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

1.The college maintains the campus green, clean and eco-friendly and the students also co-operate significantly in achieving this objective. 2.All the

vehicle users inside the campus are encouraged to get their vehicles tested as required under Pollution Control Policy of the Government. 3.Old and useless papers are disposed through local vendors without setting fire to them to avoid the problem of pollution creation. 4.Most commonly used Medicinal plants are planted and maintained on regular basis. 5. Pest-Control measures are adopted twice a year in the Office and Library.

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 A.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 minimize 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 lamps within the campus. 90 of the Lamps are either energy-saving fluorescent (T5, T8), compact fluorescent lamps (CFL) or LED. Incandescent bulbs are totally 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 : NO ID CARD, NO ENTRY 2. Goal : To prevent entry of unwanted outsiders to the campus. 3.The context: In the past, a number of incidents of bitter experience took place sporadically that did significantly hamper the academic atmosphere of the college. 4. The Practice: A gatekeeper is deputed throughout the working hours of the college to allow entry of students on production of valid Identity Cards. 5. Evidence of success : Marked success has been achieved with this practice. 6.Problems Encountered and resources required: Sometimes even some bonafide students forget to carry their Identity Cards, Passed out students and guardians face a little bit of embarrassment at the main entrance gate. Sometimes some outsiders try to force-enter to the

campus for which if one more person could have been engaged at the gate it would have been easier to handle such an unprecedented situation.

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/20210531_170744.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

The establishment of the K.D. College of commerce General Studies, symbolizes the achievement of academic excellence, in dissemination of quality education in the field of commerce , literature and science. The college is committed to usher in socio - economic transformation by providing inclusive innovative quality education of global standards to fully meet the expectations of the stake holders. In spite of having its location in a backward district, the college is well equipped with all sorts of infrastructural facilities required to cope with the modern methods of Teaching and Learning. A significant percentage of the total roll strength belonging to economically backward community is first generation learners. But the liberal attitude of the College towards those first generation learners coupled with the friendly attitude of the teachers help us to maintain a nice academic ambiance even on the face of students' unrest and political turmoil in nearby educational institutions. The Central Library is very much enriched with various types of resources to provide holistic value based education and inculcate entrepreneurship abilities so that the students are well groomed in knowledge, skills and values to have the ability to face the challenges of the corporate world and life.

Provide the weblink of the institution
http://kdcollege.ac.in/document/sub_page/20210531_171349.pdf

8.Future Plans of Actions for Next Academic Year

1. To Organize special Lectures for the psycho-physical well-being of the students and staffs as well as for the promotion of values and ethics. 2. To provide financial support to the faculty members for research activities. 3. To engage the alumni as potential stakeholders. 4. To work towards financial management and resource mobilization. 5. To have Development Programmes for support staff. 6. To achieve Further excellence in academic co-curricular extra-curricular activities. 7. To maintain a healthy and grooming work culture in the campus. 8. Involving parents also as stakeholders for the growth of the institution. 9. To involve the local people for the welfare of this institution. 10. To collaborate with other such institutions for academic and other such purposes.