SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

SWAMI DHANANJOY DAS KATHIABABA MAHAVIDYALAYA

VILLAGE -BHARA POST OFFICE- BHARA
722157
www.sddkm.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

BRIEF HISTORY:

- Swami Dhananjoy Das Kathiababa Mahavidyalaya was established in 2009 with the objective of making higher studies accessible to the underprivileged sections of society. The college has played a seminal role in encouraging the youth of the village of Bhara and its adjoining villages to enroll for higher studies.
- Located in the remote village of Bhara, roughly about 20 kilometres from the tourist town of Bishnupur, in the district of Bankura, the college is an outcome of the earnest endeavor of the local administration and eminent members of the village community.
- Named after the 56th Acharya of the *Akhil Bharatiya Nimbarka* religious sect, the institute has a pan-Indian association in terms of its affiliation with the Kathiababa trust and foundation. Disciples from both home and abroad have contributed to its infrastructural development and academic enrichment.
- Classes were initially conducted in the adjacent High School and the first batch of students added to a total of 71 in 2009. In the following year in 2010,classes formally began at the college premises. Since then, the infrastructure of the college has evolved and there has been a simultaneous increase in student strength.
- The alumnus of the college has been absorbed into various branches of higher education and they have exhibited a strong commitment towards career development and personal growth.
- The college which is affiliated to Bankura University switched to the CBCS (Choice Based Credit System) in 2018.
- From the 2023-2024 session the college introduced necessary modifications in subject and course structure as recommended in the NEP, 2020. The institution continues to flourish under the able leadership of Madam Principal, Dr Kakali Ghosh Sengupta.

Vision

Vision:

- Swami Dhananjoy Das Kathiababa Mahavidyalaya was established with a vision of inclusive education that would cater to the underprivileged section.
- Since its inception in 2009, the institution has nurtured aspirations for higher education in the rural youth empowering especially women from tribal communities by providing them with academic resources in the form of texts and audio-visual material to enhance their cognitive development.
- This has brought about a positive change in the rural community and strengthened the network of knowledge transmission resulting in greater assimilation in terms of employment opportunities.The simultaneous increase in the level of awareness has left a positive impact in the quality of intellectual life paving the way for innovative thinking.
- The college seeks to nurture innovative thinking through an optimum utilization of its limited resources. The strength of the institution lies in its potential to cultivate its human resources and instill independent thinking in a liberal academic environment.
- The college has consistently upgraded itself to cater to the requirements of the CBCS curricular

framework introduced in 2017 and has recently implemented the NEP 2020 curriculum to blend practical hands on learning with conceptual understanding.

- In the near future it hopes to expand and diversify the range of courses offered in the curriculum through signing MOUs with other HEIs that offer additional courses.

Mission

Mission:

- To create an academic ambience that can instill a strong love for learning.
- To develop a practical pedagogy and a holistic learning approach where students are able to link the knowledge acquired with everyday practices.
- To ensure students get adequate exposure to national and state level academic programmes and services such as NSS.
- To enable educational professionals and faculty members to reach global standards in terms of scholarship, research and training through participation in academic workshops and seminars.
- To ensure gender sensitization through the Women's Cell.
- To inculcate a positive sense of self-worth.
- To create an interdisciplinary platform for learning through regular seminars, workshops, talks and film screenings.
- To instill a sense of social responsibility.
- To nurture a strong and diverse community of scholars.
- To provide career counseling and ensure assimilation in the work space through the Placement Cell.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- **Legacy:**

Named after Sri Sri 108 Dhananjoydasji Kathia Baba Maharaj, the institution has a rich legacy of preaching and practicing spiritual amity and harmony. It upholds the values of community service, rural upliftment and empowerment of underprivileged, marginalized communities with an added emphasis on women education. Situated in Dhananjoydas Kathia Baba Maharajji's ancestral village of Bhara, the institute has played a vital role in bringing rural youth within the fold of higher education.

- **Rural Ambience:**

Located in a pristine rural environment untouched by the corrosive and detrimental effects of rapid urbanization, the institute provides an idyllic ambience for cultivation of knowledge. Its seclusion and remoteness ensures that it remains free from all distractions. Students are encouraged to cultivate an active connection with the local community and the bountiful natural environment both of which are spiritually replenishing and enriching, nurturing values of harmony and togetherness.

- **Liberal Arts Institution:**

As a liberal arts institution the college actively promotes the study of humanities and social sciences, regularly organizing interdisciplinary events and workshops that reflect the increasing correspondence and dialogue between various disciplines in the humanities such as language, philosophy, geography, sociology and education. The active cultivation of liberal arts becomes an index of community oriented values, broadening our conventional outlook on humanities through outreach programmes and extension activities. In other words the institution actively works towards a pragmatic interpretation of humanities through engagement with the local community.

- **Community Service:**

Located in the rural heart of Bankura, the college is an integral unit of community welfare measures and actively collaborates with the Bhara gram panchayat, local NGOs, environment activists and health service workers to ensure community upliftment. Faculty members and students along with the NSS unit of the college participate in cleanliness drives, environmental awareness events, health camps and adult education initiatives. Senior undergraduate students are encouraged to visit the local schools and share their experiences with senior secondary students giving them an overview of campus activities and informing them about various disciplines of studies in the process orienting them towards the pursuit of higher education.

- **Vibrant Extracurricular Legacy, a Holistic Educational Philosophy:**

The college though young in terms of years has a vibrant legacy in sports and extracurricular activities, earning much appreciation in terms of student performance and achievements at the university, district and state level. The physical education faculty is at present, actively grooming a women's football team, bringing rural women within the fold of athletics. The practice of yoga and meditation is encouraged to develop powers of concentration and optimize cerebral functioning of young minds while attending to their emotional well being as well through meditative practices.

Institutional Weakness

- **Location:**

Located in a remote village hemmed in by dense forests, about 40kms from the tourist town of Bishnupur, the college is at a significant disadvantage in terms of connectivity due to the absence of a well connected transit system. Buses and other modes of public transport are sparse in terms of availability and students often have to rely on personal vehicles, scooties and bikes, to reach college. Many students cycle for several kms through a remote terrain in inclement weather conditions.

- **Percentage of Students:**

High drop-out rates, falling student attendance and a general decrease in admission over the past couple of years have negatively impacted the efflorescence of the curricular space of the college. Post covid which saw a radical shift towards online modes of knowledge circulation, the college has witnessed a significant inertia on the part of students to engage in offline classes.

- **Staff Shortage:**

Bureaucratic delays in the appointment of new teaching staff members, a paucity of sanctioned posts to cater to the demands of the CBCS curriculum, infrastructural shortcomings due to the paucity of funds have acted as serious impediments towards mobilization of a full fledged institutional educational programme promoting holistic growth and development.

Institutional Opportunity

- **Making the Local Glocal:**

Although situated in a remote rural area, the college is part of a burgeoning digital network playing a critical role in redefining the parameters of rural life through access to global networks of commerce, online cash transit networks, digital platforms for circulation of knowledge that directly influences the quality of rural life and digital connectivity designed to bring the rural population within the fold of a planned development programme.

The college which has basic infrastructural facilities in terms of information and communication technologies may play a significant role in creating a data system and knowledge base that is rural-centric and dedicated towards active research in rural lifestyle and folk knowledge systems, working towards making the local, global.

- **Community Development Programme:**

The college is an active node in the block development programme undertaken by the state government and is regularly invited to participate in various awareness programmes such as legal awareness to combat gender violence, awareness regarding various infectious diseases, awareness regarding rights and duties of a citizen, blood donation camps, heath programmes and various surveys. Through a survey of the local demography, its occupational involvements, literacy and scope for higher education the college can formulate its own policies by supplementing higher education with vocational training and promoting adult literacy to bring about a qualitative enrichment in the lives of the local people. Such an agenda which mirrors the work of the block development office will also impart humanitarian values and instil values of social service and responsibility in young minds.

Institutional Challenge

- **National Educational Policy:**

The rapidly changing educational landscape with an increasing thrust towards an interdisciplinary curriculum poses a significant challenge for a remote, rural arts degree college with limited curricular options. The college

purports to address this challenge in the near future by expanding the range and scope of education through the introduction of vocational courses, courses related to agricultural sciences, human resource and management courses, soft-skill development courses and personality grooming courses with a view to broadening its traditional curriculum and increasing the range of subject choices.

- **Reaping the Maximum Benefit from the CBCS system:**

Although the college came under the aegis of the semester based CBCS system from 2017, infrastructural shortcomings, shortage of faculty, dearth of learning resources and course materials had acted as serious loopholes towards the implementation of a student centric model of education that actively encourages participatory learning. The college has since then sought to frame adequate policy reforms and take necessary measures to ensure student awareness and active involvement in the network of knowledge generation. Student mentoring programmes, CBCS workshops, student surveys, add on courses have been mobilized to stimulate young minds and groom them to take up the challenges of the CBCS curriculum.

- **Infrastructural Challenges:**

Although equipped with a spacious building and playground the college at present suffers from severe infrastructural shortcomings in terms of ICT facilities and in terms of providing students access to e-resources and internet facilities.The building and maintenance committee of the college plans to address this lacuna by increasing the number of classes equipped with basic smart infrastructure such as a projector and wifi accessibility.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- The Institute takes appropriate measures to ensure effective planning and delivery of curriculum in alignment with the objectives outlined in NEP 2020 and the CBCS curriculum.
- Keeping in mind the need for an outcome based education the institute has introduced various skill enhancement courses such as Spoken English and vocational, hands on training such as computer literacy and communication courses.
- As an undergraduate institute the college does not have the autonomy to frame its own curriculum or introduce new courses. It is focused on implementing the CBCS curriculum framed by Bankura University as effectively and in as innovative a manner to optimise course outcomes.
- The college at present offers both Honours and Programme/ Generic courses alongside the newly introduced Major, Minor, Interdisciplinary and Skill Enhancement Courses that cater to an all-round education integrating both theoretical and practical aspects of learning.
- The college has an ICT enabled virtual classroom where student are groomed to deliver seminar presentations, learn the use of ICT assisted tools and improve on their presentation skills.
- The college adheres to a semester based academic schedule as outlined in the Annual Academic Calendar. The calendar ensures an effective distribution of class lectures and contact hours over a period of 90 working days as prescribed by the UGC.
- Internal assessments are tentatively scheduled to enable students and staff members to adhere to a timeline when it comes to syllabus completion. Internal assessments are conducted in the form of class assignments, project reports and prescheduled class tests.
- Although there is a serious dearth of faculty members the college strives to maintain an informal

mentor mentee network to counsel and assist students in improving on their grades.
- Class tests and assignments are graded and discussed and feedback collected from students on teaching learning policies.
- The college also has a rich tradition of excelling in extracurricular activities such as sports and at the district level mock parliament apart from actively contributing towards community welfare and awareness camps as part of its NSS work flow.

Teaching-learning and Evaluation

- The college adheres to a systematized teaching, learning and evaluation framework. At the start of every academic session a tentative work plan is chalked out dividing the session into two semesters each with its scheduled lectures, tutorial classes, evaluation schema and study leaves.
- While the academic calendar is planned and circulated centrally by the Academic Council of the college, its effective delivery is ensured at the Departmental level.
- Heads of Department maintain their departmental routines extracted from the master routine and design lesson plans to effectively cover the syllabus.
- Course objectives and course outcomes as designed by the university are pinned up on the college website along with the syllabus and routine for easy accessibility.
- Departmental events such as seminars, poster competitions, quiz and film screenings are regularly organized to enhance the delivery of the curriculum and ensure that it is implemented through various activities and interactive events for better assimilation.
- The thrust remains interdisciplinary using multiple mediums (audio-visual) to ensure experiential, hands on learning and participation.
- Along side the courses prescribed in the syllabus students are encouraged to enroll for online add on certificate or value added courses that contribute towards their professional growth.
- In 2023 following the successful completion of a Spoken English course three other courses were sanctioned by the University including Yoga and Travel and Tourism.
- The evaluation system is based on projects, assignments and written tests that gauge the students' ability to comprehend concepts, critically analyze texts and apply theory as a pragmatic tool to resolve social problems.
- Timely feedback is collected from all stakeholders including students, staffmembers and alumni and analyzed by the IQAC as part of the self-evaluation process of the institute.
- Other than the Annual Induction programme the institute takes effective measures to inform students about the structural framework and objectives of NEP. A seminar was recently organized to share information regarding the functioning of the academic credit bank.

Research, Innovations and Extension

- Swami Dhananjoy Das Kathiababa Mahavidyalaya is primarily an undergraduate institution affiliated to Bankura University.
- The college which offers BA degree courses both at the Honours and General level believes in fostering an atmosphere of academic enquiry, encouraging students to raise critical questions that challenge established premises of knowledge.
- Departments such as Geography, Physical Education, Education with provision for projects, field work and lab activities inculcate basic research skills training undergraduate students to draft reports and learn through experimental learning.

- More theoretically oriented disciplines like literature and philosophy disseminate values of critical enquiry where students are encouraged to participate in academic debates and submit written essays on contemporary socio-cultural issues.
- The NSS unit of the college offers an essential platform for community welfare and development activities where students participate in various extension activities such as blood donation camps, cleanliness drive working hand in hand with local members to improve the living conditions of the rural poor.
- Apart from such student centric activities which impart hands on skill to students through active service and theoretical knowhow, the college also encourages faculty members to upgrade their research activities through participation in short term courses, research workshops, seminars and conferences.
- Faculty members have been recognized for their contributions to eminent national and international journals and participation in renowned national and international conferences.
- A significant milestone in faculty research activities was reached when Anjali Kiskua faculty member in the department of Santali was awarded the YuvaPurashkar in 2021 by the Sahitya Academy for her vernacular collection of poems.
- The details of faculty research output and data concerning student activities fostering research can be found on the college web page.

Infrastructure and Learning Resources

- Swami Dhananjoy Das Kathiababa college is committed to providing adequate infrastructural support to facilitate the teaching learning process and ensure a congenial workspace for all stakeholders.
- The college is housed in a spacious two-storeyed building with a roof top shade. The extensive floor space available on the roof is often used to host cultural events and departmental get togethers.
- There is a meticulously maintained central garden with wave shaped hedges and rose bushes. Other than the flower garden there is also a small nursery of medicinal plants.
- There are facilities for both in-house and remote teaching which is conducted through an ERP software. The management body and the financial committee regularly hold meetings to plan and upgrade the college infrastructure.
- The administration ensures proper maintenance of all kinds of infrastructure which includes the boundary wall, entrance gates, paved pathways, corridors, cultural and recreational spaces, academic spaces, library, physical education and geography labs, staff room, office room, girls' common room, boys' common room, hostel and its kitchen, canteen, solar unit, generator, IT facilities such as desktops,laptops, wifi and projectors.
- There is a spacious virtual classroom and an IQAC room equipped with high speed internet connectivity.
- A guard room and a new canteen are under construction.
- The college is under CCTV surveillance centrally monitored from the Principal's office.

Student Support and Progression

- The institution publishes its updated prospectus at the commencement of the admission session every year. The following information are provided in the prospectus.

  Mission, vision and the brief history of the College.

A brief introduction of the admission procedure and intake capacity.

Courses offered and subject combinations.

Rules and regulations.

Information regarding faculty and office.

- College has provided half free studentship according to government norms. The College also forwards applications for various other governmental scholarships available for SC/ST/OBC students, minority students and Kanyashree for girl students.
- The College has not yet started coaching classes for competitive exams.But the College has taken the issue of developing various skills of the students. The College has initiated add-on courses in Communicative English and Yoga. Career Counselling programmes are also arranged by the College.
- The Institution has formed a formal grievance redrassal cell from the session of 2020-21 as per government guidelines. Students can report their problem and grievance both in online and in offline mode.The anti-ragging cell of the College was also formed according to UGC guidelines. But no incident of ragging has been reported yet in the institution.
- Student Progression: College facilitates student progression to higher level of education through motivation and providing information regarding the scope of higher studies.Outgoing students engage in higher study and also qualify state and international level examination like NET,SET etc.
- Student Participation and Activities The College encourages students for observing various important days like International Mother Language Day, Teachers' Day, Rabindra Jayanti etc and also assists students to organise cultural programmes like Freshers' Welcome,Social etc.
- Annual sports is also organised by the College to encourage the students for developing their sports culture and values of team work. Students are also encouraged to participate in various sports activities organised by Bankura University. In 2017-18 and 2018-19 session our football team got Runners up Trophy in the inter college football tournament organised by the Bankura University.
- The students are also encouraged to participate in various cultural activities in our College and other Colleges.The students participated in various cultural competition and won prize in all events organised by Ramananda College in 2018.
- The Alumni Association contributes significantly to the development of the institution through academic support services.UGC qualifed alumni support the College by taking classes free of charges.

Governance, Leadership and Management

- With a view to improving the work culture and upgrade the skills of its teaching and non-teaching staff members, Swami Dhananjoy Das Kathiababa Mahavidyalaya has taken initiatives to create a work environment conducive to both individual and institutional growth.
- Teaching and non-teaching staff members may avail of duty leave to attend skill enhancement workshops, short term courses and other informative programmes. Faculty members are granted leave to

attend Orientation Programmes, Refresher Courses, Seminars and Workshops.

- A CBCS workshop was organized in 2018 to familiarize staff members and students with the CBCS structure, course modules and evaluation patterns. An ICT seminar was also organized in …….to equip staff members with the necessary technical knowhow to facilitate online teaching and learning process alongside traditional chalk and talk method.

- Teachers are encouraged to participate in research oriented activities, present papers in national and international conferences, publish in UGC care listed/ peer reviewed journals and inculcate a passion for research in advanced learners. Faculty members who hold a PhD degree are engaged in supervision of PhD scholars under Bankura University and are granted leave to conduct course work classes at the University.

- As per the West Bengal Higher Education Circular No. 1163-Edu(CS)/4A/10/2017 , Transport Allowance is given to the Principal of the College from the college fund to cover daily commuting expenses. All staff members appointed against substantive posts avail of General Provident Fund facilities.

- The college management took an active initiative to transfer Shri Bipul Chandra Mandal's (Asst. Prof. History) Provident Fund from his previous place of service to the PF account of the college.

- As per Bankura University regulations the college Head Clerk receives an additional remuneration on a monthly basis for services rendered.

- The CAS subcommittee ensures timely promotion of all faculty members employed against substantive posts. The committee meets on a regular basis to discuss pending promotions and service book maintenance. Dr Mahuya Bandyopadhyay is the appointed convenor of the CAS committee.

- Newly appointed employees whose paperwork and salary confirmation are pending receive generous assistance from the college as financial support. Upon salary fixation the amount sanctioned from college fund is accordingly deducted.

- IT facilities and a well equipped office space are provided to non-teaching staff members to facilitate the smooth running of the administration.

- Puja bonus is granted from the college fund to all eligible non teaching staff members.

- Financial assistance to meet medical expenses is provided in case of needy staff members. Financial assistance is also granted in case of sudden demise of an employee. Upon death and bereavement of Shri Shantimoy Chowdhury who was suffering from a terminal illness, an amount of Rupees' Ten Thousand was granted from the college fund as one time financial assistance.

- All teaching and non-teaching staff members are granted necessary leave to attend to personal and family welfare.

Institutional Values and Best Practices

- Swami Dhananjoy Das Kathiababa Mahavidyalaya is strongly committed towards adopting inclusive policies that ensure an equitable access to educational resources and career opportunities irrespective of gender, caste or community.
- The gender sensitizing initiatives of the Women's Cell carried out in collaboration with NSS have played a key role in instilling awareness about gender equality, women's rights, women's empowerment and legal aid counselling for redressal of gender violence within the domestic space.
- The NSS Unit of the college has played a vital role in the promotion of outreach activities in the neighborhood and surrounding villages, regularly organizing cleanliness campaigns both within and outside the college premises,scheduling tree plantation programs in the vicinity of the college with

assistance from the college Eco-club.

- The green campus initiatives undertaken by the college include, maintaining a medicinal plants nursery generating awareness about herbal cure for common ailments, planting saplings in the backyard of maintaining a landscaped garden which is regularly trimmed and replenished with seasonal flower shrubs and plants.

- The college strongly advocates a plastic free campus and doesthe needful to effectively manage all kinds of waste which includes plastic disposable waste. It has organized seminars andworkshops on waste management with eminent speakers from Environmental Science Department of renowned universities presenting as resource persons and sharing valuable information on waste disposal strategies.

- The Electoral LIteracy Club of the college has organized various awareness programs for students to educate them about constitutional rights, duties and social responsibilities of a citizen.

- The college management regularly deliberates on policies for inclusive growth and development that would enable faculty and non-teaching staff members to optimize their professional performance through participation in research oriented and skill enhancement activities, paving the way for professional and personal growth.

- The college has implemented e-governance in matters of administration.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SWAMI DHANANJOY DAS KATHIABABA MAHAVIDYALAYA
Address	Village -Bhara Post Office- Bhara
City	Bhara
State	West Bengal
Pin	722157
Website	www.sddkm.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Kakali Ghosh Sengupta	03244-248584	9883287434	-	princsddkm@gmail.com
IQAC / CIQA coordinator	Swatee Sinha	-	9836133828	-	sinhaswatee@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Day

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
West Bengal	Bankura University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	11-11-2019	View Document
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Village -Bhara Post Office-Bhara	Rural	7.17	11978.7

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Bengali,	36	Higher Secondary	Bengali	110	41
UG	BA,English,	36	Higher Secondary	English	90	19
UG	BA,Education,	36	Higher Secondary	Bengali	80	48
UG	BA,History,	36	Higher Secondary	Bengali	70	13
UG	BSc,Geography,	36	Higher Secondary	Bengali	60	22
UG	BA,Sanskrit,	36	Higher Secondary	Sanskrit	60	10
UG	BA,Santali,	36	Higher Secondary	Santali	63	18
UG	BA,Political Science,	36	Higher Secondary	English + Bengali	30	1
UG	BA,Sociology,	36	Higher Secondary	Bengali	30	5
UG	BA,Philosophy,	36	Higher Secondary	Bengali	30	6
UG	BA,Physical Education And Sports,	36	Higher Secondary	Bengali	30	14

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				0				33			
Recruited	1	0	0	1	0	0	0	0	33	0	0	33
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				11
Recruited	8	0	0	8
Yet to Recruit				3
Sanctioned by the Management/Society or Other Authorized Bodies				4
Recruited	4	0	0	4
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	1	0	0	0	0	1	5	0	7
M.Phil.	0	1	0	0	0	0	3	5	0	9
PG	0	1	0	0	0	0	16	17	0	34
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	235	0	0	0	235
	Female	292	0	0	0	292
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	81	57	50	46
	Female	77	72	57	78
	Others	0	0	0	0
ST	Male	38	35	39	42
	Female	22	15	23	39
	Others	0	0	0	0
OBC	Male	97	80	72	70
	Female	107	100	105	99
	Others	0	0	0	0
General	Male	116	70	72	57
	Female	197	148	113	110
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		735	577	531	541

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	1. The National Education Policy was introduced in 2023 with the objective of developing a multidisciplinary approach in the field of undergraduate education while at the same time ensuring vocational proficiency through skill enhancement courses and practical hands on training. 2. Swami Dhananjoy Das Kathiababa College following the guidelines as prescribed by Bankura university has modified its curriculum to introduce an interdisciplinary thrust that grooms students to pursue diverse career options through a combination of theoretical and practical knowledge. For example alongside the pursuit of literature as a core component of the Humanities, involved in imparting values of gender equality, ecological awareness, deep reflection on issues of holistic growth and empowerment of marginalized sections students are also given practical training in communicative English. 3. The college alongside the cultivation of Indian philosophy and generating awareness about the Nimbarka school of philosophy integrally linked to the philosophical tenets of Swami Dhananjoy Das Kathiababa ji Maharaj through various talks and seminars, also gives importance to the practical application of Indian knowledge systems through highlighting the benefits of yoga, meditation and imparting basic knowledge of spoken Sanskrit.
2. Academic bank of credits (ABC):	1. The Academic Credit Bank will ensures a systemic and digital record of the student's progression. It has been implemented as per the guidelines of the affiliating university and the Higher Education Department, Govt. of West Bengal. Swami Dhananjoy Das Kathiababa, College was brought under the fold of NEP IN 2023 following the guidelines of the State Higher Education Department. The National Education Policy first introduced in 2020 ensures greater flexibility and interdisciplinary mobility by allowing the student to pursue various combinations and permutations of courses across a range of subjects offered through both offline and online modules carrying specific credits. Following the guidelines of Bankura University students enrolled in semester one were informed about the NEP and provided hands on training through a power point presentation on the process of creating an academic credit bank to digitally store and maintain their credit. 2.1. The Academic Bank of Credits

	(ABC) implemented alongside NEP in 2023, will digitally store the academic credits earned by individual students from multiple courses and will facilitate the forwarding of previously earned academic credits.
3. Skill development:	1. Swami Dhananjoy Das Kathiababa alongside implementing the Skill Enhancement Course component as prescribed in the syllabus of Bankura University through scheduled classes has also endeavored to introduce various add on courses outside the curriculum. 2.Spoken English was introduced in 2019 as a certificate course and received an encouraging response from students who enthusiastically participated in the interactive sessions conducted both by internal faculty members and eminent resource persons. 3.The college's application to the University seeking permission to introduce university sanctioned certificate courses in Yoga, Travel and Tourism and Spoken English was recently approved by Bankura University. The college is hopeful that with adequate student enrolment these newly added courses would soon become functional.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	1. The college has a vibrant Santali community with enterprising faculty members who actively host various events commemorating traditional tribal celebrations and paying homage to tribal ancestors. 2. Ms Anjali Kisku, a faculty member of the department is a renowned poet in Olchiki and as a budding and promising young poet was awarded the Yuva Purashkar by Sahitya Academy in 2020. All faculty members of the Santali department are actively committed towards reviving a fading tribal language and its literary tradition. 4.The Sanskrit department in the college is committed to cultivating a culture of spoken Sanskrit and Vedic chanting which is recited at the inaugural phase of various ceremonies and cultural events. 5. Educational tours are conducted by the History department to places of historic significance to educate students about the rich cultural heritage of the country.
5. Focus on Outcome based education (OBE):	1.The college in alignment with the objectives of the CBCS curriculum and NEP lays emphasis on outcome based education by linking theory with practical application. 2. Students are trained to participate in thought exercises where they are

	expected to apply their theoretical knowledge to various experiential situations. For example alongside learning about environmental science they are encourage to enroll for the Eco Club a unit of the college which regularly organizes events such as tree plantation and green campus to contribute towards maintaining an ecological balance. 3.Green crusaders spread awareness about conserving various flora and fauna and their contribution towards health and wellness in general. The Medicinal Plants Nursery maintained by the college deserves a special mention in this context. 4.The Electoral Literacy Club educates students to effectively practice their voting rights based on constitutional values and principles taught through the discipline of Political Science . 5.Gender sensitization programs and women centric events such as legal awareness camps effectively realize the objectives outlined in social science disciplines.
6. Distance education/online education:	1. The college introduced an ERP system of teaching and learning during the pandemic to enable students and faculty members to carry out the teaching learning process in a systematic and organized manner across a digital platform. 2.Along side the ERP various other digital applications such as google meet, zoom, google classroom were made part and parcel of the educational experience during the pandemic. These digitally enhanced technological gateways compensated for the absence of offline classes and ensured smooth and uninterrupted connectivity between teachers and students through remote education. 3.Audio clippings and You tube lectures were also used to archive knowledge digitally alongside power point presentations. 4.An e-library was maintained over Whatsapp enabling students to access relevant texts and references. 5. Recently online faculty exchange programs were conducted as a part of several MOUs with HEIs.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	The Electoral Literacy Club of Swami Dhananjoy Das Kathiababa College was set up in the year 2019 under the initiative of the IQAC. It started functioning w.e.f 29.01.2019.

2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	The coordinating faculty members of the Electoral Literacy Club are appointed by the college. The committee is composed of the following representative members: 1. Nodal Officer: Mrs Tanushri Roy (Department of Political Science) 2. Coordinating Member: Mr. Chand Adhikary (Department of Political Science) 3. Coordinating Member: Mr Soutick Bhattacharya (Department of English) The members under the guidance of the Nodal Officer organize events like voting awareness programs, dissemination of information about electoral registration process and survey of voting awareness among rural communities.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	1.A program was organized by the ELC on Systematic Voter's Education and Electoral Participation (SVEEP) on the 30th of November, 2022. Shri Asit Bit and Tapas Hazra, officers from the Block Development Office were present at the college premises as resource persons to supervise the program. The rules and regulations related to the electoral registration process were explained in detail. Hundred and nineteen students participated in this program. 2.Students of the college under the supervision of the Electoral Literacy Club actively participate in the Annual Youth Parliament competition organized by Ministry of Parliamentary Affairs.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	1.A survey was undertaken under the guidance of the Electoral Literacy Club and the Women's Cell on voting awareness among female voters in the village of Nirakhulia, under Bhara Panchayat. List of faculty members involved is provided below: Dr Mahuya Bandyopadhyay (Women's Cell Convener), Anjali Kisku (Santali Dept), Rafia Molla Sultana (Women's Cell), Bipul Chandra Mandal (Women's Cell), Dr Swatee Sinha (IQAC Joint Coordinator). This was a pilot study launched to analyze awareness about voting rights and electoral contestants from various constituencies.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	1.The Electoral Literacy Club spreads awareness about parliamentary processes and electoral registration rules and regulations through organizing mock parliaments, mock elections and lectures by resource persons from the Block Development Office. 2.Students are encouraged to participate in Constitutional Day Celebrations and develop values

	and ethics of a responsible citizen who demonstrates political awareness and upholds democratic principles .

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
527	531	531	577	736

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 33

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
33	33	33	8	8

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
47.41937	54.93832	46.40294	43.59276	37.15108

File Description	Document
Upload Supporting Document	[View Document](#)

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

The Institution ensures effective implementation and delivery of the curriculum designed by Bankura University. With effect from 2017, the institution switched to the Choice Based Credit System as recommended by UGC. Under the CBCS system students are required to choose from a prescribed catalogue of courses comprising of core courses and elective/minor or skill-based courses. In order to facilitate the transition from the Annual mode of assessment towards the CBCS system the institution conducted **a workshop on the CBCS system during the introductory phase (https://www.sddkm.in/images/uploads/CBCS%201.pdf)**. A leaflet explaining the CBCS pattern was handed over to all stakeholders and the same was included in the prospectus. To ensure effective delivery of the CBCS curriculum:

- An **Annual Academic Calendar** based on the timeline prescribed by Bankura University is designed at the start of each academic session.
- Teachers maintain a **lesson plan** dividing the course into lecture modules. The number of lectures assigned to each component of the syllabus are determined by the number of recommended credits.
- **Remedial and tutorial classes** are offered to slow learners.
- Teachers use **ICT enabled teaching (power-point presentations and audio lectures)** to guide students beyond class hours.
- Students are encouraged to enhance their understanding of prescribed texts through interactive class discussions and **project-oriented work** such as **wall magazines, creative writing and different cultural activities** .
- Assessment is done on a regular basis in the form of evaluation **of class assignments.**
- **Internal assessments** are conducted according to the schedule prescribed by Bankura University.
- **Movie screenings** are organized by literature departments (Bengali and English) where film adaptations of prescribed texts are done to stimulate interest and encourage students to appreciate mediatized version of texts.
- **Departmental Seminars** are held frequently to encourage students to think critically and develop their presentation skills.
- Skill enhancement courses like **Spoken English** are offered to groom students.
- The Institution encourages students to enroll for SWAYAM and MOOC courses to supplement classroom teaching. The institution recently acquired registration for MOOCS.
- Faculty members regularly upgrade their subject expertise through participation in **Faculty Development Courses under MHRD**.
- The Institution ensures the mental, emotional and physical well-being of students through **value education** (philosophy of Kathiababa Maharaj ji) and the practice of **yoga and meditation**.

- The Institution ensures a vibrant intellectual ambience through organization of various **seminars and workshops**.
- The **NSS unit** of the institution ensures that students acquire **values of community service**, familiarize them with various methods of sociological analysis and acquire practical, hands on experience.
- The **library and its adjacent reading** room provide a space for reflection and self-study.

File Description	Document
Upload Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 02

File Description	Document
List of students and the attendance sheet for the above mentioned programs	[View Document](#)
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Evidence of course completion, like course completion certificate etc. Apart from the above:	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Other Upload Files	
1	[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 4.38

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
00	97	00	30	00

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

- The Institution ensures an inclusive climate for dissemination of knowledge by cultivating values of mutual respect, tolerance and compassion.
- It is committed towards closing the gender gap in higher education in rural belts. A significant percentage of its students are female candidates who belong to underprivileged, tribal households. The institution has been actively engaged in promoting various women centric schemes launched by the state higher education department to encourage female participation in higher education.
- The Women's Cell of the Institution in collaboration with the NSS unit has played an active role in organizing informative talks on issues of gender sensitization, female hygiene, legal counselling etc.
- Students imbibe values of professional ethics through community service. The NSS unit promotes rural upliftment through organizing various educational camps in the neighbouring tribal villages educating villagers in matters of health and hygiene, waste-disposal and effective ways of fuel consumption to minimize pollution.
- The Minority Cell of the college promotes the welfare of minority students through financial assistance and through effective counselling that leads to better assimilation in higher studies.
- Financial aid is also offered to poor and needy students from the Kathiababa Trust.
- The Anti-Ragging Cell of the college and Departmental Anti-Ragging Squads ensure that senior students do not abuse, humiliate or harass freshers. The college adheres to the ideals of Nimbarka philosophy as endorsed by Shri Dhananjoy Das Kathiababa ji and his disciples which serves as a foundational premise for its humanitarian mission.
- The Institution promotes values of professional ethics through organizing various workshops and seminars. Seminars on Intellectual Property Rights, Research Methodology and Career related talks train young minds about values of professional discipline and work ethics.

- The Women's Cell in collaboration with the NSS unit of the college promotes practices of gender equity. A legal counselling workshop was organized in https://www.sddkm.in/images/uploads/NSS%20TAB%203.pdf to educate young female scholars about seeking legal assistance for domestic violence and on issues of property related disputes.
- Women's day is observed on the 8th of March where students celebrate and affirm women's rights through recitation, elocution and songs.
- An Annual Seminar on Nimbarka philosophy is organized by the Department of Philosophy to disseminate the ideals of Shri Swami Dhananjoy Das Kathiababa ji.
- The Department of Geography in collaboration with the IQAC has conducted seminars on the impact of Covid 19 on the rural economy and on waste management and disposal. Earth Day is observed annually to promote environmental sustainability and create awareness about the harmful effect of climate change on local flora and fauna.
- Tree plantation campaigns are regularly undertaken to ensure a green ecosystem.
- Wall magazines and poster exhibitions on various pressing issues concerning the environment, global warming and female infanticide generate awareness.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 44.97

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 237

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 33.69

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2022-23	2021-22	2020-21	2019-20	2018-19
197	233	251	207	357

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
653	653	798	796	796

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 37.25

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2022-23	2021-22	2020-21	2019-20	2018-19
118	80	139	110	171

2.1.2.2 **Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
294	294	359	356	356

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 15.97

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

Teachers in the institution supplement traditional modes of teaching, learning evaluation (chalk and talk, assignments) with ICT enabled learning. Teachers upgrade their ICT skills through participation in ICT oriented faculty development programs that provide hands on training on various modes of digital learning. ITC enhances text book-based learning through practical exposure and interactive forums that are accesible beyond class hours.

- The college has a Wi-Fi enabled campus that facilitates the access to various open access journals, databases and MOOCS. Teachers, students and staff members benefit from round the clock internet access that allows them to stay connected to global databases.
- The college has a spacious ICT enabled virtual classroom equipped with a projector and digital sound system.
- In classrooms teachers encourage students to enhance connectivity through virtual discussion forums like the google meet and google classroom. Students can upload assignments, post queries and receive feedback on assignments submitted through forums like ERP and google classroom.
- During the Pandemic the teaching learning evaluation process was conducted through group meetings on online platforms like google meet and zoom.
- The college installed an ERP software to ensure effective documentation of the teaching learning process. Use of the ERP software ensured a systematic, planned execution of lectures. Assignments were submitted through the portal and data concerning attendance was collected in an automated fashion.
- Teachers circulate E-books and power point slides, upload videos and audio lectures to enhance the teaching learning experience.
- The college has a digitally enabled Library which can be accessed through the Institutional website. The library web page provides links to various e-resources and open learning forums such as SWAYAM and NPTEL. The library provides remote access to various journal databases that encourages an atmosphere of research and innovation based thinking.
- The Geography lab is equipped with five desktops with internet access. Students of the department learn various discipline oriented application of ICT as part of their practical assignments. The computers are updated with basic softwares like Word, Excel, Microsoft Office.
- The Physical Education Department has access to a desktop. The staffroom is equipped with a computer and printer to facilitate the downloading and printing of various academic documents.
- The IQAC room is equipped with a desktop and a printer-scanner for ease of documentation.
- All department heads have been provided with pendrives for storage of academic files and student related data.
- Teachers use ICT and Power Point presentations to supplement the lecture mode of teaching. Students are also encouraged to make power-point presentations.
- Links to Youtube Lectures, NPTEL videos and Ted Talks are circulated through semester Whatsapp Groups.
- The college prospectus and the college magazine has an online version, uploaded on the website as a pdf for ease of access.
- Students are encouraged to use email while submitting assignments as part of basic ICT training.
- The college regularly organizes webinars to host international faculty and resource persons.
- The college encourages a blended mode of curriculum delivery.
- The departments of Geography, History and Education regularly conduct project based assessments,field surveys and excursions as part of experiential mode of teaching and learning.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 95.83

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
34	34	34	09	09

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 58.26

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
17	17	17	08	08

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	[View Document](#)
Institution data in the prescribed format	[View Document](#)
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awareded by UGC recognized universities	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Swami Dhananjoy Das Kathiababa Mahavidyalaya is affiliated to Bankura University and adheres to the Academic Calendar prescribed by the University while conducting Internal and External assessments. As per university rules 10percent weightage is given to Internal Assessment for each paper. Depending on specific recommendations for each discipline class tests and home assignments are prescribed. In case of some skill enhancement courses practical evaluations are undertaken. The evaluation process is transparent and once the evaluation is completed the answerscripts with comments and suggestions are shared with students. All queries and doubts regarding content are answered and strategies for better performance suggested.

- Internal assessments are conducted based on the timeline prescribed by Bankura University. These assessments train students to effectively approach questions and write answers within the stipulated time. They serve as preliminary tests preparing students for External University Exams.
- Invigilation during such assessments is strict and students are advised to write original and critical answers that reflect reasoning skills and evidence based arguments.
- Student performance is evaluated in an unbiased manner and if a particular student does not fare well she or he is encouraged to take the test again.
- Internal Assessments deploy a variety of methods for evaluation like MCQs, short answers and essay type answers.
- External end sem exams are held according to the University Schedule. Evaluation duties for end sem scripts is assigned by the university. Question papers for end sem evaluations are finalized by the UG Board of studies.
- The process of evaluation is at present offline with the resumption of offline exams post pandemic. However post evaluation marks are uploaded through the University portal by examiners following an online centralized process for collecting marks to facilitate speedy

publication of results.

- End-sem answer scripts are anonymized with student details or college enrollment unavailable to the examiner. This ensures transparency in the evaluation process.
- The Institution maintains an effective grievance redressal cell where student grievances related to academic and non-academic matters are collected online. Grievances pertaining to performance in university exams are resolved through facilitation of the review process by contacting the relevant authority at the university level assigned with the task of reviewing scripts.
- The college has special provisions for blind and physically disabled candidates. They may take the help of a writer while attempting Internal and External exams. It hopes to provide specially abled students access to certain softwares that facilitate the teaching learning process.
- Remedial classes are offered to weak students for special guidance.
- Students are encouraged to participate in interactive sessions to clarify doubts. Their oral presentation skills are groomed through seminars and group discussions.
- Disciplines such as education which directly engages with pedagogy facilitate the removal of learning/cognitive blocks through equipping students with problem solving skills as part of psychological grooming and counselling.
- Students are encouraged to be articulate, expressive and confident while presenting any content.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

The Institution closely adheres to the Program Outcomes and Course Outcomes as enumerated by Bankura University.

- The emphasis on learning outcomes as an essential component of the curriculum framework is intended to ensure a focused, goal oriented learning trajectory that prepares students for various career choices through disciplinary specialization.
- The learning outcomes are assimilated into the pedagogical schema of the institution and is reflected in its vision, mission and objectives.
- The learning objectives as stated in the syllabus are clearly communicated to students at the beginning of each semester. All concerned stakeholders parents, students and alumni are regularly updated about the learning outcomes of particular courses by the Academic Council.
- In order to enhance the learning outcomes of certain skill enhancement courses like Business Communication, add on courses such as spoken and communicative English have been

introduced.

- The broad parameters of the CBCS course structure and its objectives are mentioned in the Prospectus as a source of ready reference for students and faculty members.
- Students are encouraged to enroll for MOOCS and SWAYAM courses that provide further exposure to specific course components beyond the prescribed syllabus.
- Practical classes, educational tours, field trips, project work train students to apply theoretical knowledge thus helping them to directly assess the learning outcome of a particular course.
- Teachers regularly participate in Faculty Development Programmes and Orientation Programmes and workshops which offer valuable guidance towards strategic attainment of learning outcomes.
- Teachers participate in university meetings conducted by the UG Board of studies to introduce revisions in the syllabus. By communicating experiential problems in attainment of learning outcomes to the UG board of studies the teachers play an active role in introducing desired modifications in the syllabus.
- The Career Counselling Cell of the college ensures that students get adequate exposure to industry through internships. The Citi Bank project is one such undertaking where students acquired vocational skills as an extension of classroom learning thus giving learning outcomes a practical direction.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

- The Institution follows a systematic and structured evaluation process to map the progress of students in attainment of programme specific outcomes.
- Various modes of evaluation include assessment of presentation skills through class seminars, assessment of written skills and qualitative assessment of ideas through home assignments, evaluation through internal exams, measuring the cumulative progress of students through end semester University exams.
- Provision of remedial classes for slow learners and a structured mentoring system ensuring one to one teacher student interaction to bridge any communication gap related to programme outcomes and course objectives.
- University end semester result evaluation to map the progress graph of each student in attaining learning objectives.
- The Feedback System is an important component for evaluating the attainment of Course specific Outcomes and Programme Outcomes. Feedback is collected on the curriculum and the strategic delivery of the curriculum to maximize programme outcome.

- Feedback collected from teachers on the extant curriculum and syllabus focuses on the alignment of programme/course outcomes with specific components of the syllabus. Suggestions and comments on necessary modifications to enhance POs and Cos are communicated to the UG Board of studies by the College Administration.
- The Feedback system allows for a direct evaluation of the impact of the teaching learning process in attaining POs and Cos.
- Students are given professional exposure to job fields through extension activities and MOUs with industries. As part of its extension activity the college in collaboration with the local primary school arranges for practical classroom teaching experience for end semester students.
- The best process to evaluate Programme and Course Objectives is through focusing on the employability of students graduating from the institution. The Alumni of the college have found satisfactory employment in various service sectors both public and private.
- The percentage of students who have progressed to higher education is also a reflection of satisfactory attainment of POs and Cos.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 77.13

2.6.3.1 **Number of final year students who passed the university examination year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
78	118	167	127	90

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
152	119	178	154	149

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.46

File Description	Document
Upload database of all students on roll as per data template	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

File Description	Document
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

- In keeping with the research-oriented outlook of the National Education Policy (2020) with its focus on multidisciplinary courses, hands on training, fieldwork, internship and minor research projects, the college which is an undergraduate arts degree college is committed towards promotion of a holistic educational environment by incorporating research as an important component of the undergraduate educational experience.
- The location of the college in a remote tribal belt in the district of Bankura provides much scope for community oriented activities undertaken for the welfare of tribal populations. Apart from community welfare activities conducted through the NSS which give adequate exposure to field oriented research through active involvement with problems related to sanitation, hygiene, health and general well-being of the rural population, the college also ensures adequate research exposure for its faculty members by encouraging them to enrol in faculty development programmes, workshops and participate in seminars and conferences promoting cutting edge research in their respective fields.
- The knowledge garnered by faculty members from participation in research oriented discussions

is subsequently disseminated within the college curriculum through the organization of student seminars, workshops and engaging students in project oriented work with a focus on research and innovation.

- The seminar and research committee of the college has organized seminars on Intellectual Property Rights and Research Methodology.
- The college ensures the cultivation of Indian knowledge system through familiarising students with the science of Ayurvedic healing as an alternative to allopathic treatment.

Some of the research-oriented activities undertaken by the college are enumerated below:

- The college maintains a nursery of herbal plants with medicinal properties. Each plant is identified by its scientific name and its healing properties are enumerated in a placard planted adjacent to the plant. Students spend time in the herbal garden to familiarise themselves with the local flora and fauna which contribute to holistic wellbeing and ameliorate certain pathological conditions.
- The students are encouraged to take part in educational tours, departmental field trips, NSS organized rural up-liftment programmes to gain awareness regarding various socio-cultural issues and actively contribute towards developmental activities. Villages in tribal belts are adopted by the NSS and week-long programmes are organized to promote health awareness and conduct surveys and undertake sanitation drives as part of cleanliness campaigns.
- The college has a Seminar and Research Committee which regularly hosts national and international seminars, webinars and workshops to generate awareness on topical issues and encourage subject specific research.
- Faculty members have a dynamic research graph and regularly present papers at national and international conferences and contribute papers and research articles to journals of national and international repute.
- Departmental seminars have been organized by some departments to expose students to a research-oriented analysis of various relevant issues. These seminars contribute towards building confidence in young scholars by encouraging independent thinking and prompting them to raise important questions.
- Faculty members are provided with all kinds of assistance to complete research work such as PhD coursework, journal publications etc. They are provided with research leaves in the form of study leave to complete their thesis.
- Ms Anjali Kisku a State Aided College Teacher of the Department of Santali is a recipient of the Sahitya Award Akademi Yuva Purashkar (2020) for her collection of poems titled Anjle.

File Description	Document
Upload Additional information	[View Document](#)

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 15

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
04	02	05	03	01

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.39

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
01	04	03	02	03

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	[View Document](#)
Link to re-directing to journal source-cite website in case of digital journals	[View Document](#)
Links to the papers published in journals listed in UGC CARE list or	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.3

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
01	02	01	04	02

File Description	Document
List of chapter/book along with the links redirecting to the source website	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

- Swami Dhananjoy Kathiababa college being a missionary institution moulded by the teachings and philosophy of Swami Dhananjoy Das Kathiababa Maharajji is deeply committed towards communal welfare and regional upliftment through dedicated service.
- The college which is located in a remote rural tribal belt has been a beacon of knowledge for the local youth enabling them to avail of the benefits of higher education. The college actively seeks to empower the local youth not only through traditional curriculum-based activities but also functions as a portal or gateway, exposing them to a diverse and dynamic work field. This is made possible through industry-based collaborations like the Citi Bank project which was designed to impart both soft language based skills and information technology aptitude.
- A spoken English course was also offered in the year 2019 with guest lectures delivered by eminent faculty members, the most notable among them being the then Vice Chancellor of Bankura University Professor Deb Narayan Bandyopadhyay.

- The NSS unit of the college has played an active role in orienting students to social welfare activities which include blood donation camps, visits to the local old age home, organizing cleanliness drives in adjoining villages, hosting awareness camps on health related issues, conducting surveys on educational standards, promoting green awareness and adoption of local villages to enable dedicated short term development projects through optimal utilization of local resources.
- The college NSS unit is an active data base researching on local lives and livelihood. The NSS unit has conducted a number of Thalassemia awareness camps and conducted thalassemia tests under the supervision of doctors from local government hospitals. During the Covid 19 outbreak the NSS unit played a seminal role in disseminating knowledge about the pandemic and raising awareness on precautionary measures recommending use of masks and sanitizers through posters and banners.
- The college functioned both as a rehabilitation and quarantine centre providing refuge to Covid affected villagers and later organized a series of vaccination drives to arrest the spread of the disease.
- As a higher education institution the Swami Dhananjoy Das Kathiababa College is committed to the mission of making higher education accessible to local, underprivileged populations. With this objective in mind the management body of the college has signed a MOU with the local primary school which involves regular visits to the school by final semester students who are assigned teaching assignments. Young students can thus have an exposure to the profession of teaching and act as interns. The initiative will also help to bridge the gap between school and college education inspiring young kids to enrol for higher studies. This will help in the seamless transfer from school to college education creating an ambience for higher studies through inculcating a love for learning.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

NA

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 30

3.4.3.1 **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
8	5	5	4	8

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 03

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	[View Document](#)
List of year wise activities and exchange should be provided	[View Document](#)
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

- The traditional mode of teaching, based on chalk and talk is supplemented by the digital mode in the form of an ERP software for remote teaching and a virtual classroom equipped with a laptop and projector for in-person interactions.
- All rooms assigned for theory and practical classes have good ventilation and a sufficient number of fans and lights.
- The college has a total of 11 departments which have their own classrooms and department staff room.
- Each department has been provided with a soft board for pinning up important notices.
- The Geography Department has a practical room equipped with necessary gadgets and instruments.
- There is a large conference room for holding meetings adjacent to the Geography Computer Lab.
- The Principal's chamber is well furnished.
- The non-teaching staff room has separate cubicles for the Accountant and the Cashier.
- There is storage provision in the non-teaching staff room in the form of a strong room.
- The institute has a computer lab equipped with 5 computers and a printer, designed for students.
- The institute has a library, which has a praiseworthy collection of books, newspapers, and magazines. The library has a digital question bank that can be consulted by both students and staff members.
- The cataloguing process in the library is done through a desktop computer which is connected to a printer and a scanner.
- The institute has a seminar hall/virtual room with Wi-Fi connection, a projector, and microphones
- The first floor conference/meeting room has a desktop computer, printer, and LAN facilities.
- The office has 4 desktop computers, 4 printers and 3 laptops.
- The institution has a boys' common room and a girls' common room with recreational facilities.
- There is a washroom designed for girls next to the girls' common room.
- There is a sanitary napkin vending machine in the girls' common room and a machine to incinerate used pads.
- The institute has a gymnasium in the ground floor with necessary fitness equipment which can be accessed by both boys and girls. A fitness instructor regularly conducts classes at the gym.
- The spacious college playground also provides many opportunities for engaging in athletics and team sports such as volley ball and football.

- The institute has a total of four water purifiers, one on the landing of the stairs next to the Principal's chamber leading to the rooftop —which everyone can use, one in the non-teaching staff room, one in the conference/meeting room, and one on the landing of the stairs adjacent to the IQAC room.
- There is a flower garden in the middle of the institution with wave-shaped hedges and rose bushes.
- The institute has a total no. of three submersible pumps which provide an adequate supply of water. The submersible pumps provide clean drinking water and mineral rich water for the garden.
- The college has a newly constructed, spacious canteen.
- The college has a 15 KVA generator- which is for uninterrupted power supply during power cuts and electrical failures.
- Recently, a solar panel has also been installed to meet the daily energy demand.
- The college is under C.C.T.V surveillance monitored from the Principal's chamber.
- A guard room has been recently constructed adjacent to the main gate to ensure round the clock security.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 14.73

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
1.05700	13.40783	5.23527	7.26188	6.83739

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

Our college being a rural college, is located in a remote area. Consequently, learning resources are meagre and largely inaccessible to the students who mostly belong to poor and needy families. It is under such circumstances that the central library of the college turns out to be an indispensable factor in the day-to-day curricular activities of the college. It would perhaps not be an overstatement to say that the library forms the backbone of college.

- As already mentioned, an overwhelming majority of our students are financially weak and cannot afford to buy even the text books prescribed in the CBCS/NEP curriculum because of their high price, let alone the reference and background readings required to enrich their depth and understanding. Fortunately, however, they can access the college library and issue both text books and reference books.
- It is needless to mention that education in today's world is highly career oriented, and consequently the library subscribes to three monthly magazines that cater to this pragmatic aspect of education. They are *Achievers, Pesha-prabesh & Safolyo* .
- A large hall adjacent to the library serves as a reading room with adequate sitting arrangements. This room is often used by the students for both group study and personal reading.
- The library is open from Mon-Sat day (except holidays) from 10:30 am. to 4:30pm.
- The total no of printed volumes available in the library collection is a little over 11,000, of which books on Bengali-5656 , English -1403, Education - 1583, Geography - 986, History - 1134, Sanskrit - 1178, Santali - 795 ,Pol. Science - 224, Physical Education - 482, Philosophy - 1040, Sociology – 222. The library also has a rich collection of story books, spiritual and religious books (mostly on the teachings of Swami Dhananjay Das Kathiababa and the Nimbarka cult.) The library also has books on topics of general interest.
- The library also subscribes to the Bengali daily *Ananda Bazar Patrika* and the weekly newspaper *Karmakhetra.*

- Since its' inception in 2009, it was functioning in manual mode. At present it has been partially automated.
- Once the permanent librarian joined in 2020, the Integrated Library Management Software (ILMS) **Koha** was installed and more technical processing such as library resources cataloguing and accessioning and barcoding are going on.
- The library website has been freshly designed after the pandemic, with appropriate links for open access e-resources and last 5 year's question papers for the use of both students and teachers.
- Ask the librarian service was duly extended to the students through personal communication & social media platforms during the pandemic.
- The central library was routinely open on a weekly basis for aiding the students with study materials in the time of pandemic.
- Freshers are initiated into the facilities, rules and regulations of the library, through a library orientation programme, which is held alongside the induction programme.
- An International Webinar on the Role of College Libraries during this Pandemic Situation was organized on 9th January, 2021 to enlighten the students and the faculty members about significance of Library resources.
- Most recently the college administration has decided to subscribe to the N-List which would enable access to e-books, e-journals and other online resources for supporting both students in their learning and teachers in their research.
- The footfall of daily usage of library is commandable.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

- **Wi-Fi facility:** Keeping in view the growing relevance of digital corridors of learning, our college authorities have made efforts to improve IT facilities. The college seeks to provide stable internet connectivity. It has provided 100 MBPS bandwidth in the office and the IQAC room. Broadband with Wi-Fi facility is also available for office and library use. The college website is properly maintained and updated from time to time.

- **Smart classroom:** The college has a smart-classroom equipped with a laptop and a projector to ensure better learning experience to students. As per need, Power Point presentation is used by teachers of different departments. As a result the overall learning experience of students is enhanced. Through the projector the teacher presents the power point presentation to the students.
- **Library as a knowledge hub:** IT facilities are also available in the library. It was functioning in manual mode until recently. Once the permanent librarian joined in 2020, measures were taken towards library automation. The Integrated Library Management Software (ILMS), Koha, was installed and more technical processing such as library resources cataloguing and accessioning are going on. The library website has been freshly designed after the pandemic, with appropriate links for open access e-resources. The last 5 years' question papers have been uploaded for the use of both students and teachers. Ask a librarian service was duly extended to the students through social media platforms during the pandemic. The Central library of Swami Dhananjay Das Kathiababa Mahavidyalaya was routinely open on a weekly basis for aiding the students with study materials in the time of pandemic.
- **College Office & ERP Portal:** There is internet connection in the college office 24x7 and six computers. Computers are well maintained and well protected and updated from time to time. Office staff are doing all the officials work through college office ERP portal since 2021.
- **Computer Lab:** All departmental students have access to the computer lab. The lab is equipped with four computers and two printers are also available.
- **Virtual Classes through ERP Portal:** Classes were conducted through Google Meet during Covid-19. Various departments also organized webinars through this platform. Students were also given classes through online ERP portal during the Covid lockdown period (2020-2021).
- Teachers also share relevant study material over Whatsapp. Important meetings, academic as well as administrative, are organized over digital platforms.
- Students can register their grievances through online mode (email). Examination related and other academic information are circulated online alongside offline notices.
- The college administration strictly adheres to e-governance in relation to admission, finance and accounts and examination.
- **College website**: The college maintains a **dynamic website** which is updated on a regular basis.
- **Biometric Attendance System**: The college maintains a biometric system to record the daily attendance of teaching and non-teaching staff members.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 131.75

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 4

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 3.22

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
3.21482	1.59095	0.34000	0.56759	1.68473

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 89.7

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
436	449	509	577	632

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

> 1. *Soft skills*
> 2. *Language and communication skills*
> 3. *Life skills (Yoga, physical fitness, health and hygiene)*
> 4. *ICT/computing skills*

Response: C. 2 of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	[View Document](#)
Report with photographs on ICT/computing skills enhancement programs	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 12.96

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
110	203	0	0	63

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: B. 3 of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	[View Document](#)
Proof related to Mechanisms for submission of online/offline students' grievances	[View Document](#)
Proof for Implementation of guidelines of statutory/regulatory bodies	[View Document](#)
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 4.31

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
3	6	9	0	7

5.2.1.2 **Number of outgoing students year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
78	118	167	127	90

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	[View Document](#)
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 1.08

5.2.2.1 **Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2022-23	2021-22	2020-21	2019-20	2018-19
4	0	1	1	0

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University /

state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 4

5.3.1.1 *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 wise during the last five years*

2022-23	2021-22	2020-21	2019-20	2018-19
1	0	0	1	2

File Description	Document
Upload supporting document	[View Document](#)
list and links to e-copies of award letters and certificates	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 3

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
5	3	0	4	3

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.4 Alumni Engagement

5.4.1

There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

The Alumni Association of Swami Dhananjoy Das Kathiababa Mahavidyalaya was formally formed on the **28th of November, 2023** under the Certificate of Registration of Societies, West Bengal Act XXVI of 1961. The Alumni Association plays a pivotal role in fostering a strong bond between the institution and its former students. This association serves as a testament to the enduring connections forged within the college community and contributes significantly to the overall development and reputation of the institution. The Alumni Association serves as a bridge between the college and its graduates, fostering a sense of belonging and unity. It serves as a platform for reunions, and networking opportunities, it facilitates the continued engagement of alumni with their alma mater. This engagement is not only social but also extends to academic and professional spheres, creating a symbiotic relationship that benefits both the institution and its graduates. Animesh Pal an alumnus of the Bengali Department has taken undergraduate classes as voluntary service to promote the academic welfare of the college. The college was preparing to set up an official student council in early 2020 but the process was suspended due to the pandemic. Due to the prolonged closure of the college for almost two years, we could not follow up on this matter. However, the process was taken up again in 2023 and we shall shortly have an official Student Council.However, some of the former students of our college are now actively working for the betterment of our college like conducting free classes and participating in tree plantation programmes. The Alumni Association provides guidance to current students, aiding them in making informed decisions about their academic and professional paths. This collaborative effort between past and present members of the college community enhances the employability of students and strengthens the reputation of the institution. Moreover, the Alumni Association has been proactive in organizing alumni meets and reunions, creating opportunities for former classmates to reconnect and reminisce about their college days. These events not only strengthen the bonds among alumni but also serve as a platform to celebrate their achievements and contributions to society. The collective success stories of alumni reflect positively on the college's reputation, contributing to its standing in the academic community.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

- Swami Dhananjoy Das Kathiababa Mahavidyalaya was set up in the year 2009 in accordance with the philosophical vision of a renowned philanthropist Swami Dhananjoy Das Kathiababaji Maharaj after whom the college was named. The institution caters to the ideal of an inclusive education for the local community. The institution nestled in a remote rural locality is committed to nurturing aspirations for higher education in the rural youth belonging to the underprivileged and backward classes.
- To achieve its motto of making education accessible and affordable for the rural youth, the college administration has taken several policy decisions that are designed to facilitate the process of assimilation of rural youth within the fold of higher education. The college provides financial assistance to needy students from low-income groups in the form of student free-ships.
- The college is committed to realizing the vision of its founding father Swami Dhananjoy Das Kathiababa who ardently worked to facilitate rural women's participation in higher education.
- The college which adopted the CBCS curriculum framework in 2017 organized an informative workshop on it spearheaded by the Controller of Examinations, Bankura University. The workshop was designed to familiarize students and faculty members with the operative dynamics of the Choice Based Credit System that was recommended by the UGC to bring all UG students respective of their geographical location within the umbrella of Global Credit Based Evaluative system.
- The academic and co-curricular activities of the college picked up momentum with the appointment of its first principal **Dr. Kakali Ghosh Sengupta** in 2018. Dr. Sengupta with her extensive experience in in the field of administration and governance took effective measures to decentralize the administration through the formation of various academic and administrative sub-committees.
- The IQAC of the institution was officially formed in 2019 under the guidance of Dr. Kakali Ghosh Sengupta . Since its inception the Internal Quality Assessment Cell has played a pivotal role in shaping curricular processes, promoting excellence in curricular and co-curricular fields, planning outreach programs through NSS and expanding the base of education through academic MOU, promoting faculty exchange, and collaborations with industry and HEIs.
- Another milestone in the academic journey of the college was the implementation of NEP 2020 in 2023-24 academic session on recommendation of the UGC. In alignment with the shift of focus to outcome-based education, the academic council of the college has carefully evaluated Pos and Cos of different course modules and uploaded the same on the website.
- A seminar on NEP 2020 entitled **"Implementation of NEP- 2020 in Rural Colleges: Challenges and Opportunities"** was held on **13th October 2023(Friday)** by the Seminar Committee in collaboration with the IQAC. The seminar which had eminent resource persons

from the field of Higher Education addressed the challenges in terms of shortage of human resources and infrastructural shortcomings that defines the predicament of rural colleges located in remote areas. The resource persons proposed measures to combat these drawbacks through Faculty Exchange Programmes (FEP), organization of invited lectures conducted in online/offline mode and creation of internship opportunities through industrial collaboration that offers hands on training.

- The college infrastructure supports ICT based learning and has an efficient ERP system for conducting online classes that supplement in person classes.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

- The administration and management, especially the decision and policy making procedure of Swami Dhananjoy Das Kathiababa Mahavidyala has been decentralized through participative management mechanism and strategic plans which are decided upon in various sub-committee meetings.
- Internal Quality Assurance Cell (IQAC) which started functioning in 2019, works as a body to ensure quality culture in the college in all its endeavors. NSS unit of the institution further facilitates to implement workshops, awareness, programmes, extra–curricular activities, and cultural events.
- An academic calendar is prepared at the beginning of each session according to which various activities are conducted throughout the year. Tutorial/remedial classes, class test, assignments etc. are conducted as per master routine prepared by the routine sub-committee.
- Governing body of the College consists of following members :-

1. President
2. Principal (Secretary)
3. Donor member (1)
4. Govt. Nominee (2)
5. University Nominee (2)
6. Nominee of west Bengal state council of higher education (1)
7. Teachers' Representative (3)
8. Non –Teaching staff representative (1)

- The appointing authority for teaching posts of the college is the Principal directed by the Governing Body based on the recommendations of the West Bengal College Service Commission.
- All the major administrative decisions regarding the implementation of new policies, appointment of Bursar, IQAC coordinator and members, convenor and members of various statutory bodies and other sub-committees are taken in consultation with the Principal following the rules of the government of West Bengal and statute of the affiliating university and finally approved by the Governing Body .
- The Finance Committee is a statutory Committee formed by the Governing Body.
- Teachers' Council, admission committee, routine sub- committee, examination sub–committee function under the leadership of the Principal and regulate the rules and functioning of the college. Apart from this there are other sub committees formed by the Teachers' Council for proper maintenance and day to day academic work of the college. Some of the important committees are mentioned below :

1. Online admission committee
2. Anti – ragging
3. NAAC
4. Library Sub – committee
5. Sports- sub committee
6. Building and maintance committee including garden
7. Hostel sub –committee
8. Youth parliament sub-committee
9. Concession free-ship – sub committee
10. Women cell
11. Seminar/workshop committee
12. Canteen sub – committee
13. Covid cell
14. Career counselling cell
15. Prospects and magazine sub – committee
16. Cultural sub – committee
17. Service book and leave /CAS-sub – committee
18. Academic council

- The administrative and accounts section consisting of the non – teaching staff function under the guidance of the Principal. Bursar and clerk of the college with the help of the various sub – Committees.
- Being the highest authority of the institution, the Governing Body monitors the functioning of the administrative and academic setup, and the performance of the various sub-committees regarding policy making, implementation, and maintance of the college.

File Description	Document
Upload Additional information	[View Document](#)
Institutional perspective Plan and deployment documents on the website	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2

Institution implements e-governance in its operations

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	[View Document](#)
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	[View Document](#)
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

- With a view to improving the work culture and to upgrade the skills of its teaching and non-teaching staff members, Swami Dhananjoy Das Kathiababa Mahavidyalaya has taken initiatives to create a work environment conducive to both individual and institutional growth.
- Teaching and non-teaching staff members may avail of duty leave to attend skill enhancement workshops, short term courses and other informative programmes. Faculty members are granted leave to attend Orientation Programmes, Refresher Courses, Seminars and Workshops.
- A CBCS workshop was organized in 2018 to familiarize staff members and students with the

CBCS structure, course modules and evaluation patterns. An ICT seminar was also organized in order to equip staff members with the necessary technical knowhow to facilitate online teaching and learning process alongside traditional chalk and talk method.

- Teachers are encouraged to participate in research-oriented activities, present papers in national and international conferences, publish in UGC care listed/ peer reviewed journals and inculcate a passion for research in advanced learners. Faculty members who hold a PhD degree are engaged in supervision of PhD scholars under Bankura University and are granted leave to conduct course work classes at the University.

- As per the West Bengal Higher Education Circular No. 1163-Edu(CS)/4A/10/2017 , Transport Allowance is given to the Principal of the College from the college fund to cover daily commuting expenses.

- All staff members appointed against substantive posts avail of General Provident Fund facilities.

- The college management took an active initiative to transfer Shri Bipul Chandra Mandal's (Asst. Prof. History) Provident Fund from his previous place of service to the PF account of the college.

- As per Bankura University regulations the college Head Clerk receives an additional remuneration on a monthly basis for services rendered.

- The CAS subcommittee ensures timely promotion of all faculty members employed against substantive posts. The committee meets on a regular basis to discuss pending promotions and service book maintenance. Dr. Mahuya Bandyopadhyay is the appointed convenor of the CAS committee.

- Newly appointed employees whose paperwork and salary confirmation are pending receive generous assistance from the college as financial support. Upon salary fixation the amount sanctioned from college fund is accordingly deducted.

- IT facilities and a well equipped office space are provided to non-teaching staff members to facilitate the smooth running of the administration.

- Puja bonus is granted from the college fund to all eligible non teaching staff members.

- Financial assistance to meet medical expenses is provided in case of needy staff members. Financial assistance is also granted in case of sudden demise of an employee. Upon death and bereavement of Shri Shantimoy Chowdhury who was suffering from a terminal illness, an amount of Rupees' Ten Thousand was granted from the college fund as one time financial assistance.

- All teaching and non-teaching staff members are granted necessary leave to attend to personal and family welfare.

File Description	Document
Upload Additional information	View Document

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

File Description	Document
Institutional data in the prescribed format	[View Document]()

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 5.71

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	5	4	1	0

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
12	12	12	12	12

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)
Annual reports highlighting the programmes undertaken by the teachers	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

- The college maintains a transparent financial system. Funds received are directed towards holistic growth and development through the organization of academic events throughout the year. All major proposals requiring college funds undergo scrutiny and approval by the Governing Body.
- The primary source of income for the college is the collection of tuition fees from students. Expenditure is classified into recurring and non-recurring categories. A significant portion of the income is allocated to student welfare, including financial support for economically disadvantaged students, upgradation of sports facilities, organization of student seminars, cultural programs, and other student-centric initiatives. Recurring expenditures cover day-to-day operational costs. Conversely, non-recurring expenses encompass long-term facilities such as infrastructural enhancements, maintenance, and the acquisition of furniture, instruments, books and electrical items.
- The institution has established mechanisms for both internal and external audits. Internal audits are conducted by competent auditors appointed by the administrative body. External audits are carried out by government auditors appointed by the Department of Higher Education, Government of West Bengal. As of the latest update, the college has completed external audits up to the session 2019-20.

- The institution is actively endeavors to seek financial support from both government and non-government to enhance its knowledge resources and infrastructure. This comprehensive process entails the preparation of the proposal, careful vetting, and submission of proposals to various authorities. Notable entities among these authorities include the University Grants Commission (UGC), State Government, West Bengal State Council for Higher Education, Department of

Science & Technology (W.B), Rashtriya Uchchatar Shiksha Abhiyan (RUSA), and prayers to M.P, M.L.A for financial grants and furniture.

- In line with its commitment to progress and development, the institution is proactively reaching out to these diverse funding sources to secure the necessary financial backing for its academic and infrastructural initiatives. The college has received a building grant for the construction of a canteen and guard room with an administrative approval of sanctioned amount of Rs.24, 47,699/-.
- All major purchases are made after procuring quotations and in consultation with competent persons regarding the products/services, ensuring that quotations come within the budget allocated for said purchases. In financial management, while the principle of efficient utilization of resources is primary, in the purchases of products and services, quality is a matter of equal concern to provide the best possible facilities to the student community.
- The implementation of solar power plant is a step towards the optimum utilization of energy resources. This lessens the recurring expenditure in terms of electricity cost. This strategic approach reflects the institution's dedication to continuous improvement and the provision of high-quality education and facilities for its stakeholders.
- The construction of a GI rooftop shade which deflects sunrays has helped to reduce discomfort from sweltering heat during summer months in a drought area like Bankura. This has saved additional expenditure involved in the installation of AC.

File Description	Document
Upload Additional information	[View Document](#)

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The Internal Quality Assurance Cell, Swami Dhananjoy Das Kathiababa College since its inception in 2019 has played an integral role in implementing quality assurance initiatives through careful review of teaching-learning processes, teaching methodologies and analysis of learning outcomes reached.

- The Programme Outcomes and Learning Outcomes are enumerated on the college website. Learning outcomes are assessed through student centric events like students seminars, assignments and projects, field work reports.

- Classroom teaching practices involve both offline and online or remote teaching. The installation of the ERP software during the pandemic for organized virtual/remote teaching enabled virtual corridors of transaction that ensured unimpeded teaching-learning during the lockdown phase. Post pandemic with the resumption of in-person classroom teaching the college switched to blended modes of teaching and learning hosting special classes during holidays and recesses through google meet and other online forums.
- The IQAC organizes webinars and seminars at regular intervals inviting eminent academicians and resource persons to interact with students and faculty members.
- The IQAC in collaboration with the Seminar and Research Committee encourages faculty members to publish in national and international journals enlisted in UGC care. Faculty members participate in Faculty Development Programmes, Orientation Programmes, Refresher Courses and represent the college in national and international conferences.

IQAC is an important part of any institution. The main responsibility of IQAC is to initiate, plan and supervise various activities. The IQAC cell of Swami Dhananjoy Das Kathiababa Mahavidyalaya was formed in February 2019. Following are some of the major initiatives undertaken by IQAC.

? IQAC's primary function is to set up benchmarks with consistent and dedicated efforts towards achieving academic excellence and holistic growth of all stakeholders.

? Creating parameters to reach academic as well as non-academic learning goals.

? Creating a student-centric teaching-learning environment.

? IQAC approves and implements the academic calendar prepared by the Academic Council every year before the commencement of the academic session.

? To enrich the academic resources of the institution through the purchase of books every academic session.

? Maintains effective use of ICT in the teaching-learning process. Ensures regular classroom teaching in the virtual classroom alongside traditional chalk and talk method to impart quality education to the students.

? Formation of various committees like NACC Committee, Alumni Association, CAS, up gradation of college website etc. to ensure smooth functioning of the college.

? Installation of CCTV in the college campus to ensure the safety of the students in the college.

? Giving the class routine to the students within the specified semester and arranging internal assessment according to the affiliating university rules.

? Arranging remedial classes for students and activities like sports, quiz etc.

? Organizing various workshops & seminars for the enhancement of quality in education.

? Undertakes different types of programmes as per Govt. directives from time to time e.g. observation of students' week in the first week of January every year.

? Collaborates with N.S.S to promote community upliftment.

File Description	Document
Upload Additional information	[View Document](#)

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	[View Document](#)
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

- Swami Dhananjoy Das Kathiababa Mahavidyalaya recognizes that sexual harassment and gender discrimination are pervasive problems that negatively impact our community. Sexual harassment and gender discrimination undermine the safety, dignity, and equality of our students, faculty and staff-members. We are committed to creating a safe and inclusive environment where everyone is treated with respect and dignity. Therefore, we have developed a policy of zero tolerance towards sexual harassment and gender discrimination in all its forms.
- Gender discrimination refers to any unequal treatment based on gender, including discrimination based on gender identity or expression. This includes denying opportunities to individuals based on their gender, as well as creating a hostile or offensive environment based on gender.
- Our college is committed to providing a safe and inclusive environment free from sexual harassment and gender discrimination. In this context the Women's Cell, the Internal Complaints Committee and the Grievance Cell play a seminal role to curb incidents sexual harrassment and gender discrimination.
- The institution has initiated several measures to promote Gender equity & sensitization through various programmes and awareness camps.
- To ensure safety of staff members especially women staff a security guard is stationed in the guard room adjacent to the main gate. The college is also under CCTV surveillance which monitors all unauthorised intrusions.
- Students are advised to wear ID cards at all times and outsiders are required to show valid IDs and enter their name and details in the guest register before being permitted to enter the college premises.
- There are separate washroom facilities for girls and boys. The Girls's Common Room has been provided with a sanitary napkin vending and a disposal machine for the safe and hygienic disposal of sanitary napkins.
- Our institution has constituted the following committees as per norms laid by UGC:

1. Grievance Redressal Committee.
2. Anti-Ragging.
3. Women's Cell.
4. Internal complaints committee

The functions of these committees are displayed on the website of the institution and information regularly disseminated to the students through orientation and induction programs.

- The institution promotes gender sensitization through co-curricular activities like workshops, seminars, guest lectures, counselling etc. For example Women's Health Awareness Camp, Celebration of International Women's Day, Thalassemia Awareness Camp to create awareness about Thalassemia and detect asymptomatic carriers amongst young students of college. This is to ensure that in future they are able to get treatment and prevent the birth of children with the disease through carrier screening, genetic counselling and parental diagnosis.
- Awareness programs on importance of human rights, rights of women, legal aid counselling to redress incidents of domestic violence, cyber security awareness programs related to the safety and security of women employees and students are conducted periodically in our college.

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File Description	Document
Upload Additional information	[View Document](#)

7.1.2

The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: B. 3 of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Circulars and report of activities for the implementation of the initiatives document	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: B. Any 3 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	[View Document](#)
Policy document on environment and energy usage Certificate from the auditing agency	[View Document](#)
Green audit/environmental audit report from recognized bodies	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

- Swami Dhananjoy Das Kathiababa College is committed to creating an inclusive and holistic learning space where students and staff members from diverse religious and ethnic backgrounds may realize their potential to excel in their chosen field of expertise. In order to materialize this vision of inclusive education, the institution ensures adequate representation from SC/ST and minority communities in its student body composition. The institution located in a rural, tribal belt plays an integral role in promoting an inclusive space of learning characterized by diversity.

- The college inculcates values of gender equality through gender sensitization programmes organized by the Women's Cell and the NSS unit. 8TH March is observed every year as International Women's Day to raise awareness about gender discrimination and domestic abuse and workspace abuse related to gender. A legal awareness camp was organized by the NSS unit to provide legal counselling to victims of domestic violence.

- A poster exhibition was organized by the Department of English in 2019 to raise awareness about female infanticide.

- The Sports Department of Swami Dhananjoy Das Kathiababa MV ensures adequate participation of women in athletics. Women students acquire skills in various extracurricular activities like volley ball, long jump, javelin throw. The college takes pride in its women's football team which regularly trains on the college grounds and participates in university events.

- For holistic mind and body development the Physical Education Department encourages the practice of Yoga and celebrates Yoga Day every year on 21st June.

- The college celebrates diversity through observation of various local and indigenous festivals across a wide spectrum of ethnic communities. Some of these include Hul Divas, Gajan festivities, Karam Pujo. The institute observes holidays in recognition of various religious and cultural events covering diverse communities – Eid, Christmas, Good Friday, Buddha Purnima and Chatt Puja.

- Bhasa Divas is celebrated to commemorate International Mother Language Day.

- Basanta Utsav and Raksha Bandhan observed on the college premises promote communal and cultural harmony.

- National Unity Day is observed every year on 31st October to celebrate the concept of unity in diversity.

- Republic Day, Independence Day, Netaji's Birthday are observed to inspire a sense of patriotism communal and regional harmony.

- The NSS Unit of the college regularly organizes blood-donation camps, cleanliness drives and special camps in rural areas.

File Description	Document
Upload Additional information	[View Document](#)

7.2 Best Practices

7.2.1

Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual

Response:

BEST PRACTICE: 1

TITLE OF THE PRACTICE:

Student Support and Community Welfare during the Pandemic:

OBJECTIVES:

- To ensure seamless transfer of knowledge during the pandemic.
- To create virtual windows of academic exchange in the form of online webinars and workshops during the Covid-19 period.
- To function as an isolation centre for Covid-affected individuals.
- To expedite the vaccination process during Covid by organizing vaccination camps for staff members, students and the local community.

CONTEXT:

During the period of lockdown following the spread of the Covid-19 virus which crippled the socio-economic sector and suspended all human transactions that involved face to face contact and interaction, Swami Dhananjoy Das Kathiababa College was one of the pioneer institutes in the Bankura district to install an ERP software for online classes to ensure seamless flow of knowledge . The college also served as an isolation centre and later as a vaccination camp to ensure immunisation against Covid as part of its community welfare activities.

PRACTICE:

- Swami Dhananjoy Das Kathiababa Mahavidyalaya in order to ensure that student interests remain unimpaired during the pandemic initiated a virtual teaching learning process systematically carried out through the installation of an **ERP software**. Faculty members and students were provided with log in id and password details to access the virtual platform which simulated a dynamic teaching learning interface.
- Other than the ERP various other assistive teaching learning soft-wares such as google classroom and web-based applications were put into effect to compensate for the lack of in person classroom interaction.
- Since libraries were inaccessible during the pandemic these **virtual platforms acted as databases where e-books and e-content could be shared and exchanged**.
- The college also organized an appreciable number of **webinars during the Covid 19 phase all of which were live-streamed through its YouTube Channel**. Many of these webinars addressed critical social issues focusing on the human face of the pandemic, and its lasting imprint on lives and livelihood.
- The college also acted as **an isolation centre for members of the adjoining rural communities**

infected with the virus.

- The college functioned as **a vaccination centre** reaching out to students, staff members and members of the rural community in the drive to inoculate the community against infection.

EVIDENCE OF SUCCESS:

- Students' class-room participation remained unimpaired during the Covid phase due to the installation of the ERP portal.
- Both teachers and students received hands on training in the installation and use of various teaching-learning soft-wares such as google classroom and online interactive forums like google meet and ERP.
- Performance in university exams showed a steady improvement as students opened up to the use of online resources in addition to class lectures and notes.
- The college played a seminal role in safeguarding the rural community from the onslaught of the pandemic by acting as an isolation centre and a vaccination camp.

PROBLEMS ENCOUNTERED:

- Poor connectivity in remote rural households partially affected the virtual exchange of knowledge.
- The installation of the ERP for online classes put an additional strain on the limited financial resources of the college.

BEST PRACTICE : 2

Title of the Practice

Power Conservation through Solar Energy:

Solar energy captures radiation from the sun and converts the same into a clean source of electricity. The solar energy incident on the earth is much in excess of the present energy requirements of the earth and if suitably harnessed may transform into a reservoir of renewable energy.

Objectives:

- Reduces consumption of non-renewable energy. The installation of the solar panel ensured self-sufficiency in terms of power generation.
- Solar energy being a renewable, inexhaustible source of power is a dependable source of energy. As the college is located in a remote rural outpost with frequent power cuts impeding academic and administrative functioning the installation of the solar panel has ensured a steady source of power.
- Solar panels ensure a clean and pollution free source of energy with lower emission rates. It is environment friendly and effectively controls global warming.
- It is economical and reduces expenditure incurred from power consumption from non-renewable sources.

Context:

Swami Dhananjoy Das Kathiababa college believes in optimal utilisation of natural resources. The installation of the solar power panel on the college rooftop under the initiative of Department of Power and Non-Conventional Energy Sources, Government of West Bengal is part of this endeavour to generate a clean source of pollution free energy. The solar panel installed on 14.01.22 caters to 70 percent of the college's energy requirements thus reducing dependency on non-renewable sources of energy. As stated earlier the energy generated from the solar panel provides an effective backup during frequent power outages. The solar panel thus ensures self-sufficiency in terms of power requirements while reducing carbon emissions.

The Practice:

The installation of the solar panel is part of a broader initiative to ensure an eco-friendly, pollution free green campus. The 20 KWP solar panel installed on the rooftop has been functional since 14.01.2022 .The solar panel has ensured an uninterrupted, sustainable source of energy that ensures a smooth power supply required for administrative and academic functions. Alongside the installation of the solar panel the institution has replaced traditional bulbs and tubes with LED lights to further reduce consumption of electricity.

Evidence of Success:

- The installation of the solar panel has ensured a significant reduction in the electricity bill of the college and helped to reduce undue stress on the limited funds of the college by providing an economical solution. The college generated 90-100 units per day under sunny conditions.
- The installation of the solar panel apart from providing a cost-effective solution to electricity requirements also stands as a testimony of success in effectively installing such projects in remote rural fund strapped colleges.

Problems Encountered and Resources Required:

- Due to shortage of staff the maintenance of solar panel through proper cleaning done on a quarterly basis has proved a problem.
- Maintenance has also proved a problem due to the remote location of the college. Technical assistance from professionals concerned with repairing technical glitches has often been delayed.
- The panels are delicate and sensitive prone to damage and costly in terms of maintenance.
- Since the generation of solar power is weather dependent cloudy conditions or poor sunlight affects effective power generation.
- The solar panel occupies a high surface area engaging a large part of the rooftop.

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

PHILANTHROPIC VISION OF SWAMI DHANANJOY DAS KATHIABABA WITH REFERENCE TO WOMEN'S EDUCATION, TRIBAL WELFARE AND LOCAL COMMUNITY NEEDS

- The college was established in 2009 in order to foster the vision of **Swami Dhananjoy Das Kathiababa, the holy man after whom the college is named**. Swami Dhananjoy Das Kathiababa was the 56th spiritual teacher of Acharya Nimbarka Spiritual order. Spiritualism is the backbone of India'a national life.The holy land of India is known for its spiritual consciousness. Swami Dhananjoy Das Kathiababa was born on the 15th of November. 1901 at the village of Bhara of Bishnupur subdivision under the jurisdiction of Bankura district. Since his emancipation as a saint he took up the task of writing widely on India's **spiritual history with an emphasis on the Vedantic school of philosophy**. Shri Dhananjoy Das ji was a great scholar and preached the eduring philosophy of the Nimbarka school of the Vedanta known as the Dwaitadwaita. The teachings of Kathiababa Maharaj ji are displayed in the form of spiritual quotes at key places in the campus. The college library also has an appreciable collection of books on his teachings.
- Besides being a great spiritual leader he evinced a great interest in education. He was an embodiment of both spiritual leadership and intellectua;l brilliance.He took an active interest in promoting **welfare initiatives** for human beings irrespective of class, caste, creed and religious belief. Swami Dhananjoy Das Kathiababa had always championed the right to education. Swami Dhananjoy Das Kathiababa had spoken to his disciples of **the need for the spread of higher education, especially among rural women**. He had bitterly noted how girls born and brought up in villages dropping out and ending their dream of higher education because of their failure to adjust themselves to the changed ambience and circumstances in urban colleges.
- While the high school in the village of Bhara dates back to 1909, the absence of a college in the area often curtailed the opportunities for higher education. In order to realize the vision of Swami Dhananjoy Das Kathiababa the 56th acharya of Hindu Nimbarka Sampraday, t**he foundation stone of the college was laid on land donated by Radharaman Mandal** and others. His principles and values are integrated into the ethos of our educational institution, shaping the overall culture of learning.
- A committee was established and **donation from disciples were collected to initiate the construction of the college building**. In 2008 initiatives were taken to create **a reserve fund from the donations of Sri Sri Rashbehari Das Kathiababa amounting to Rupees 10 lakhs**.
- In 2009 **affiliation from the University of Burdwan** and approval from Higher Education Council, Govt. of West Bengal were acquired with grants received from the state government. Later on in 2017 the affiliation was changed to Bankura University.
- **The establishment of our college brought a fresh ray of hope for the local students, especially girls, who now had an institution of higher education right in their area. The**

college mainly caters to the local population, who are mostly SCs, STs and OBCs, and the students are largely first-generation learners.

- The college recognises the fact that they come from a heavily deprived section of the society suffering from centuries of diverse imposed disabilities, and therefore keeps the overall fees as low as possible so that they may avail the benefit of higher education at an affordable rate.

- Though the college is located in a remote area and lacks sufficient funding, our tireless efforts to mobilise whatever limited resources are available, have already started bearing fruits. We can proudly boast that in 2020, our student **Samapti Acharya stood First Class First in History Honours in Bankura University**. **Ms Acharya was officially awarded from the college in recognition of her achievement. She has completed MA in History from Calcutta University. We would also like to name Animesh Pal, alumnus of the Bengali Department, who has established himself as a novelist**.

- Our faculty members, too, are highly accomplished. We would especially like to mention that **Ms Anjali Kisku, State Aided College Teacher of Santali at our college, was awarded the prestigious Sahitya Akademi Yuva Puraskar 2020** for her poetry collection, Anjle.

- We maintain a tobacco-free campus. Located far from the busy and cacophonous towns and big cities, our college offers the teachers and the students a healthy, peaceful and pollution-free environment.

- As our college works with the aim of fulfilling the long-cherished dream of Swami Dhananjoy Das Kathiababa, we consider it our prime responsibility to carry forward his mission of **holistic development of every student's personality- moral, spiritual and physical**.

- As per the advice of Swami Rashbehari Das, the present and 57th Kathiababa, the college administration decided to hold **a state-level seminar on different aspects of the Nimbarka Cult and Philosophy every year**. The first seminar, titled "Nimbarka Darshan O Bartaman Samaje Er Prasangikata" (Nimbarka Philosophy and its Relevance in Modern Society) was duly held on 15.11.2019. The event was inaugurated by Dr. Deb Narayan Bandyopadhyay, Hon'ble Vice Chancellor, Bankura University, and the Keynote Address was delivered by Prof. Parthadeb Ghosh, UGC Emeritus Professor. Among other distinguished speakers were Sri Ajit Kumar Chakraborty, Prof. Gautam Buddha Sural, Dr. Subir Kumar Roy and Sri Tilak Batabyal. Students and teachers of the college participated actively and spontaneously in order to make the event a success. Unfortunately, however, similar events had to be cancelled in 2020 and 2021 due to the pandemic and the resultant closure of the college. The seminar was resumed in 2023.

File Description	Document
Any other relevant information	[View Document](#)
Appropriate web in the Institutional website	[View Document](#)

5. CONCLUSION

Additional Information :

- The ground floor of the college building houses a nursery for young children in the early hours of the morning before the college becomes functional. The nursery has played an important role in planting the seeds of learning in young minds and exposing underprivileged children to the building blocks of knowledge.
- The college building functioned as an isolation and quarantine centre during the 2021-22 pandemic providing refuge and relief to covid affected families. It also operated as a vaccination centre thus playing a critical role in checking the spread of the C-19 virus.
- The college actively supports philanthropic activities initiated by staff members. Satyajit Roy the college Accountant is an active member of an NGO called Naba Diganta. Faculty and staff members have contributed to Naba Diganta which routinely distributes food and clothes to underprivileged children.
- Anjali Kisku a faculty member in the department of Santali and a Sahitya Academy Awardee has generously donated and provided financial assistance for the maintenance of a girl students mess in the vicinity of the college.
- The annual fest of the college as a cultural extravaganza allows students and teachers to explore their extracurricular skills and talents in dramatics, singing and recitation.
- The achievement of the college Sports team are also laudable displaying remarkable skill and dexterity in games such as football and volleyball.

Concluding Remarks :

- Swami Dhananjoy Das Kathiababa College has grown and evolved as an institution from its humble beginnings in a remote rural corridor to a thriving educational hub attracting students from the neighbouring villages and tribal settlements.
- The college which was once housed in the neighboring high school has subsequently developed its own infrastructural resources with generous aid from the department of higher education and support from the disciples of Shri Swami Dhananjoy Das Kathiababa ji Maharaj whose name and legacy the college upholds.
- In keeping with the ideals of simple living and high thinking and a motto of bringing the beacon of knowledge to the rural youth, Swami Dhananjoy Das Kathiababa College has focused on a balanced development of its infrastructural resources and intellectual resources.
- Although the college has a modest reserve of funds, it has always extended a helping hand to poor and meritorious students, providing financial assistance and tuition assistance through remedial classes and mentoring sessions beyond college hours.
- It has been proactive in organizing seminars and colloquiums that have helped to disseminate the value of education as enshrined in the Nimbarka School of Philosophy and its contribution towards shaping the community as part of a holistic and inclusive model of growth with a significant emphasis on women's education.
- The college now boasts of faculty and staff members from various castes, ethnicities and religions who work together as a closely knit academic community striving to sustain high educational ideals in a remote locality by instilling a quest for knowledge in students.

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6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
3.4.3	*Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.* 3.4.3.1. **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years** Answer before DVV Verification: <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>10</td><td>06</td><td>07</td><td>06</td><td>10</td></tr></table> Answer After DVV Verification : <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>8</td><td>5</td><td>5</td><td>4</td><td>8</td></tr></table> Remark : DVV has made changes as per the report shared by HEI.
5.1.2	*Following capacity development and skills enhancement activities are organised for improving students' capability* *1. Soft skills* *2. Language and communication skills* *3. Life skills (Yoga, physical fitness, health and hygiene)* *4. ICT/computing skills* Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: C. 2 of the above Remark : DVV has made changes as per the report shared by HEI.
5.1.4	*The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases* 1. **Implementation of guidelines of statutory/regulatory bodies** 2. **Organisation wide awareness and undertakings on policies with zero tolerance** 3. **Mechanisms for submission of online/offline students' grievances** 4. **Timely redressal of the grievances through appropriate committees** Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. 3 of the above Remark : DVV has made changes as per the report shared by HEI.
5.3.1	**Number of awards/medals for outstanding performance in sports/ cultural activities at**

University / state/ national / international level (award for a team event should be counted as one) during the last five years

5.3.1.1. *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 wise during the last five years*

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
2	0	0	3	3

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
1	0	0	1	2

Remark : DVV has made changes as per the report shared by HEI.

5.3.2	**Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)**

5.3.2.1. **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
8	9	0	6	8

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
5	3	0	4	3

Remark : DVV has made changes as per the report shared by HEI.

2.Extended Profile Deviations

Extended Profile Deviations
No Deviations