



DEWAN ABDUL GANI COLLEGE

(affiliated to the University of Gour Banga, Malda, West Bengal)

Harirampur, Dakshin Dinajpur, West Bengal- 733125

ANNUAL REPORT

of the

INTERNAL QUALITY ASSURANCE CELL [IQAC]

2022-2023

by

Dr. Munirul Islam

IQAC Coordinator

Dewan Abdul Gani College

www.dagcol.ac.in



DEWAN ABDUL GANI COLLEGE

Harirampur, Dakshin Dinajpur, West Bengal- 733125

ANNUAL REPORT OF THE INTERNAL QUALITY ASSURANCE CELL [IQAC]: 2022-2023

Dr. Munirul Islam

Coordinator, IQAC

Dewan Abdul Gani College

The **Internal Quality Assurance Cell** of Dewan Abdul Gani, formed in accordance with NAAC/ UGC guidelines, comprises the following:

Chairperson: Chhahir Ali Miah (Teacher-in-Charge)

Management Member: President of the GB

Industrialist: Kishore Gupta

Nominee of the Employer: Sariful Islam

Alumni Member: Gopal Kundu

Members from the Teaching Staff:

1. Dr. Munirul Islam (HoD, Department of Arabic)
2. Shri Tapan Kumar Biswas (HoD, Department of Bengali)
3. Smt. Rimpa Saha (HoD, Department of Education)
4. Shri Babulal Murmu (HoD, Department of English)
5. Dr. Md. Ismail (HoD, Department of Geography)
6. Shri Aniruddha Maitra (HoD, Department of History)
7. Shri Kaleswar Barman (HoD, Department of Philosophy)
8. Shri Ratan Chandra Barman (HoD, Department of Political Science)
9. Dr. Kuntol Ganguly (HoD, Department of Sanskrit)
10. Shri Akhil Kumar Sinha (HoD, Department of Sociology)
11. Shri Tapan Sarkar (Department of Chemistry)
12. Murad Abedin (Department of Computer Science)
13. Shri Dipankar Sutradhar (Department of Physics)

Coordinator of the IQAC: Dr. Munirul Islam

1. Academic Calendar (2022-23)

The Academic Calendar, listing important events, number of working days and holidays, was prepared by the IQAC prior to the commencement of the new academic session/ year (2022-23). Alongside, the Routine subcommittee created the Master Routine for effective curriculum delivery and completion of syllabus within the stipulated year/ semester.

ACADEMIC CALENDAR (2022-23)						
EVENT	DATE					
Last Date for Document Submission (1 st Semester)	27.09.2022					
Registration (1 st Semester)	09.12.2022					
Late Registration (1 st Semester)	11.01.2023					
Adding a Course (1 st Semester)	09.12.2022					
Dropping/ De-registering Elective Courses (1 st Semester)	09.12.2022					
	1 st Semester	2 nd Semester	3 rd Semester	4 th Semester	5 th Semester	6 th Semester
Classes Commence	19.09.2022	06.03.2023	TBA*	09.02.2023	TBA	09.02.2023
Classes End	17.02.2023	TBA	20.01.2023	TBA	31.12.2022	TBA
Internal & Tutorial Examinations	19.01.2023 to 21. 01.2023	TBA	06.12.2022 to 09.12.2022	TBA	06.12.2022 to 09.12.2022	TBA
Last date for Internal & Tutorial Marks Submission	09.03.2023	June 2023	14.01.2023	June 2023	31.01.2023	June 2023
Semester Examination	25.02.2023 to 04.03.2023	TBA [JUNE 2023]	31.01.2023 to 03.02.2023	TBA [JUNE 2023]	09.01.2023 to 14.01.2023	TBA [JUNE 2023]
Last date for Semester Exam Marks Submission	Mar 2023 (tentative)	TBA	Mar2023 (tentative)	TBA	Mar 2023 (tentative)	TBA
Semester Recess	TBA	TBA	TBA	TBA	TBA	TBA

*TBA: To be announced

WORKING DAYS (MONTHWISE)

[2022-23]

Month	Mon	Tue	Wed	Thu	Fri	Sat	Sundays & Holidays
July 2022	4	4	4	4	4	5	6
Aug 2022	4	4	5	4	3	4	7
Sept 2022	4	4	4	5	4	4	5
Oct 2022	0	0	0	0	1	1	29
Nov 2022	4	3	5	4	4	4	6
Dec 2022	4	4	4	5	5	5	4
Jan 2023	4	5	3	2	4	4	4
Feb 2023	4	3	4	4	4	3	2
Mar 2023	4	3	4	5	5	4	2
Apr 2023	3	4	4	4	1	3	6
May 2023	5	4	5	4	3	4	2
Jun 2023	4	3	4	4	5	4	2

Note: The Holiday List as published by the University of Gour Banga (affiliating university) is available in the institutional website and the Students' Prospectus.

Calendar of Cultural Functions/Celebrations (2022-23)

EVENT	DATE
Independence Day	Aug 15 (Mon)
Vishwa Arbi Bhasha Dibosh/ World Arabic Language Day	Dec 18 (Sun; to be celebrated subsequently on a working day in the same week)
Annual Sports	
College Foundation Day	Dec 23 (Fri)
NabinBaranUtsab/ Cultural Function	TBA*
Swami Vivekananda's Birth Anniversary/ Youth Day	Jan 12 (Thu)
Netaji's Birth Anniversary	Jan 23 (Mon)
SaraswatiPuja/ VasantaPanchami	Jan 25 (Wed)
Republic Day	Jan 26 (Thu)
Antorjatik Matri BhashaDibosh/ International Mother Language Day	Feb 21 (Tue)
Vasanta Utsab	March 3 (Fri)

Rabindra Jayanti	May 9 (Tue)
World Environment Day	June 5 (Mon)
International Yoga Day	June 21 (Wed)

2. Meetings with Departments & Subcommittees

The IQAC has conducted **quarterly meetings** during the AY 2022-23, on **04/07/2022**, **07/12/2022**, **09/01.2023**, and **11/4/2023** for effective teaching-learning and the efficient functioning of the institution.

These meetings were conducted with the goal of discussing various agendas pertaining to the qualitative enhancement of the institution.

The proposal for NAAC accreditation for the institution was passed in the GB Meeting No. 4/2022, dated 21/09/2022 (Resolution #9). The IQAC, along with the NAAC Coordinator of the institution, streamlined ongoing preparations for NAAC by effectively guiding documentation efforts by the staff and by taking regular status updates of the different activities under the various criteria of NAAC from all the departments.

The IQAC has also restructured the **committees and subcommittees on the campus** for effective functioning of curricular, co- curricular and extra-curricular activities in a decentralized manner. There were 50 committees and subcommittees active on the campus during 2022-23.

3. Initiatives Taken to Enhance the Quality of Teaching-Learning

The institution is committed to the cause of providing value-based quality education to its students. Pursuant to this objective the IQAC has taken the following initiatives to enhance the quality of teaching-learning:

- Initiating Add-on courses in 6 departments (Arabic, Bengali, Computer Science, English, Geography, and Sanskrit)
- Organizing awareness camps on employability and employment opportunities for students
- Guiding and encouraging teachers to design and implement innovative teaching methods to boost student engagement

Add-on courses

The following add-on courses, each of 30 hours duration, was offered by various departments in the AY 2022-23:

i) **The Department of Arabic** offered an add-on course titled “Basic Arabic Translation and Spoken Language Course” from 17/11/2022 to 30/11/2022. On completion of this course, students were expected to translate and speak short sentences in Arabic. 15 students enrolled for and 15 students completed the course successfully.

ii) **The Department of Bengali** offered an add-on course titled “Bangla Banan Charcha” from 01/11/2022 to 16/11/2022. This course was designed to improve the spelling proficiency of students. 30 students enrolled for and 30 students completed the course successfully.

iii) **The Department of Computer Science** offered an add-on course titled “Basic IT” from 24/01/23 to 22/02/2023. This course was designed to consolidate students’ understanding of operating systems, programming languages, and the various applications of MS Office. 3 students enrolled for and completed the course successfully.

iv) **The Department of English** offered an add-on course titled “English Communication & Soft Skills” from 12/12/2022 to 30/12/2022. This course was designed to provide a foundational training on soft skills to participants. 15 students enrolled for and completed the course successfully.

v) **The Department of Geography** offered an add-on course titled “Sustainable Development in Agriculture” from 03/01/2023 to 20/01/2023. 8 students enrolled for and 7 students completed the course successfully.

vi) **The Department of Sanskrit** offered an add-on course titled “Introduction to Sanskrit” from 01/12/2022 to 11/12/2022. The objective of this course was to enable learners to have a firmer grasp of this ancient language’s intricacies and cultural significance. 20 students enrolled for and 20 students completed the course successfully.

Awareness Camps on Employment Opportunities

The following awareness camps on employment and employment opportunities for students were organized by the Career Counseling & Guidance Cell of the institution in collaboration with the IQAC in the AY 2022-23:

i) “Jio Smart Sales Training” (organized by Reliance Jio Smart) on 21/11/2022

ii) “Sarkari Chakrir Dorkari Disha” (organized by RICE, Malda) on 11/03/2023

Innovative Teaching Practices

After discussing the various aspects including stakeholders’ feedbacks pertaining to curriculum delivery, student engagement, and key challenges (faced by both students and teachers) with the different departments in the institution, the IQAC suggested the adoption and implementation of a number of teaching-learning methods, such as Context-based learning, Crossover learning, Inquiry-based instruction, Adaptive teaching etc.

It has been noted that during planting and harvest seasons (especially, that of rice and wheat grown locally in the area), the attendance of male students (who also need to assist their family members in agricultural work – oftentimes, by working in the fields) remain lower than expected. Discussions with students revealed that they prefer study materials/ resources with visual components that enable them to have a better grasp of lessons. Apart from designing study materials with this requirement in their mind, teachers also create short audio clips (summary lectures: 7-10 min in duration) in the interest of students. The IQAC plays a crucial role in sensitizing teachers and staff (non-local) to local contexts and challenges so that the efficacy of teaching-learning can be maintained.

4. General Activities

- To address the shortage of teaching staff in the Science Stream, a Guest/Visiting Teacher of Mathematics was engaged following the endorsement and the approval of the competent authority.
- The IQAC has taken various other initiatives in the general interest of students, such as guiding teachers to strategically incorporate regional language/s in teaching-learning so as to boost student engagement, initiating improvements in the science laboratories, encouraging the NSS units to carry out various community service programs, installing additional fire extinguishers for the safety of students and staff etc.
- The IQAC guided teachers in their preparation of promotion through CAS

5. Initiatives taken for community development, fostering social responsibility etc.

The NCC and the NSS units of the institution have been proactive and enthusiastic in carrying out various activities aimed at boosting community development in the region. The following activities were undertaken by the NCC and the NSS units in collaboration with the IQAC during AY 2022-23:

Sl No.	Name of Activity	Organized by	Date
1.	'Beti Bachao Beti Pado'	NSS	05/09/2022
2.	Toilet Awareness Programme	NSS	03/10/2022
3.	: Clean Earth Green Earth Program	NSS	05/10/2022
4.	Aids Awareness Program		01/12/2022
5.	Blood Donation Camp	NCC & NSS Units	06/01/2023
6.	International Mother Language Day/ Bhasha Dibosh	NSS Units I & II	21/02/2023
7.	Tree Plantation on the occasion of the World Environment Day	NSS	05/06/2023
8.	Dengue Awareness Program	NCC	05/06/2023
9.	Cyber Crime and Banking Fraud Awareness Program	NSS	07/06/2023

6. Infrastructural development initiatives taken & implemented

The following infrastructural development initiatives were undertaken during the AY 2022-23:

i. Construction of new classrooms

The vertical expansion of the Main Building has been initiated to address the shortage of classrooms. The classrooms on the ground floor of the Main Building have also been renovated (GB Meeting No 1/23; Resolution No. 6; dated 07/01/2023)

ii. Renovation of Science Laboratories

The renovation of Chemistry and Physics laboratories has been initiated with the goal of improving students' experience of practical classes (GB Meeting No 1/23; Resolution Nos. 8 & 9 respectively; dated 07/01/2023)

iii. Improvement of the Reading Room of the Central Library

To ensure optimal usage of space besides accommodating more students comfortably in the

Reading Room of the Central Library, new chairs were added to the existing stock (GB Meeting No 1/23; Resolution No. 10; dated 07/01/2023).

iv. Construction of Students' Union Room and Accommodation for Guests

The construction of a new Students' Union Room was initiated adjacent to the two-wheeler parking space (GB Meeting No 1/23; Resolution No. 4; dated 07/01/2023).

Pursuant to Resolution No. 5 (GB Meeting No 1/23 dated 07/01/2023) the construction of a new guest house for accommodating guests, who have been invited to deliver special lectures and/or for other official purposes, was initiated.

v. Renovation of the Canteen

Pursuant to Resolution No. 22 (GB Meeting No 1/23 dated 07/01/2023), the renovation of the college canteen was undertaken.

7. Audits

The following Annual Audits were conducted:

1. Academic Audit
2. Financial Audit
3. Green Audit

8. Summary

The IQAC seeks to implement continual development and sustenance of quality in teaching-learning. With an eye on this goal, the IQAC of Dewan Abdul Gani College initiated a number of programs and activities in the AY 2022-23. Six Departments (Arabic, Bengali, Computer Science, English, Geography, and Sanskrit) offered add-on courses on language, soft skills, IT, and agricultural sustainability. These courses have been designed by our faculties to impart application-oriented training to our students in order to enhance teaching-learning and improve employability in the mid- to long run. In addition to this, a number of infrastructural initiatives were also taken and implemented during the time. A number of community development programs and activities were also carried out during AY 2022-23. A Memorandum of Understanding (MoU) was signed with Buniadpur Mahavidyalaya and Khon Academy & Research Center in January 2023 for reciprocal exchange of students and faculties. The IQAC

plans to lay a greater emphasis towards Faculty Development in the ensuing academic session. Every Department has already been intimated to submit an annual seminar/ conferences/ special lectures calendar with (tentative) dates along with a brief overview of topics and speakers. The IQAC shall also submit with this report an Annexure outlining a list of activities to be initiated/ implemented in the ensuing academic year.

Annexure

Development Plans for AY 2023-24:

- To introduce more add-on courses to help students in skill development and application-oriented learning.
- To create more ICT-enabled classrooms
- To encourage teachers to generate more e-content for the benefit of students.
- To initiate the vertical expansion of the Kazi Nazrul Islam Block of the Main Building to address the problem of shortage of classrooms.
- To complete the Registration of the Alumni Association of the College
- To seek consultancy from experts regarding organic cultivation of Dragon Fruits in the Vegetables & Fruits Garden of the institution