YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	**NETAJI NAGAR COLLEGE FOR WOMEN**
• Name of the Head of the institution	**Dr. Tapan Kumar Ghosh**
• Designation	**Principal**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**913324116711**
• Mobile No:	**9874325889**
• State/UT	**West Bengal**
• Pin Code	**700092**
2.Institutional status	
• Type of Institution	**Women**
• Location	**Urban**
• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**University of Calcutta**

• Name of the IQAC Coordinator	**Dr. Moumit Roy Goswami**
• Phone No.	**919903430795**
• Alternate phone No.	**9903430795**
• IQAC e-mail address	**iqac.nncw.cal@gmail.com**
• Alternate e-mail address	**netajinagarwomen@yahoo.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	**http://netajinagarcollegeforwomen.in/wp-content/uploads/2022/04/Academic-Calendar-2020-21.docx**
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	**http://netajinagarcollegeforwomen.in/wp-content/uploads/2022/04/Academic-Calendar-2020-21.pdf**

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C++**	**67.5**	**2007**	**31/03/2007**	**30/03/2012**
Cycle 2	**B+**	**2.58**	**2016**	**02/12/2016**	**01/12/2021**

6.Date of Establishment of IQAC	**07/02/2015**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Netaji Nagar College for Women, Department of Physics, Dr. Pradip Thakur	**Empowerment and Equity of India Opportunities for Excellence in Science**	**SERB DST, Govt. of India**	**18th January, 2020 3 Years**	**Rs. 30,28,436/-**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	**View File**

9.No. of IQAC meetings held during the year	3
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	No
• If No, please upload the minutes of the meeting(s) and Action Taken Report	**View File**
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

*IQAC along with Teachers Council of the College organized student induction program on the very first day of the academic session 2020-21 for the newly admitted students of BA/B.Sc (Hons. and General) 1st Semester in online mode . In this program, students were well informed about the rules and regulations of the college. Students were also informed about Career Counseling Cell, Grievance Redressal Cell, Anti-ragging cell, Legal Counseling Cell, Psychological Counseling cell, NSS Units of the College. Online teaching learning process was continued in this COVID-19 pandemic pandemic, to enable the students to complete their syllabi in due time, and the same is being continued. Online classes have been arranged for the students using various digital platforms. * IQAC and Teachers Council of the College organized a Webinar on Holistic Road-map on academic excellence for all Teachers of the College. The Speaker for the Programme was Dr. Tushar Kanti Ghara, State Nodal Officer, AISHE, Govt. of West Bengal. *IQAC and Department of Political Science of the College organized a webinar on IPR and the Education System in India: And Evaluation. The Speaker for the programme wasDr. Prosenjit Pal, HOD, Department of Political Science, Diamond Harbour University. *The Department of Zoology and Environmental Science conducted a webinar on Stress & Anxiety Management for all Teachers and Students of the College. The speaker for the programme was Ms. Smaranika Tripathy, Rehabilitation Psychologist attached to Bellevue Clinic and Columbia Asia Hospital, Kolkata. * The Department of Economics has organized a webinar on Capacity Building and Emerging Challenges of Higher Educational Institutions Speaker: Prof. Dr. Tushar Kanti Ghara, JDPI, State Nodal Officer, AISHE , Govt. of West Bengal * The Department of Education has organized a webinar on National Webinar on Impact of Covid-19 on Education Sector Speaker: Dr. Arup Kumar Mitra

Department of Microbiology St Xavier's College, Kolkata. Netaji Nagar College for Women received RUSA 2.0 infrastructural grant by the Rashtriya Uchchatar Shiksha Abhiyan (RUSA) for new construction, renovation and procurement of equipment, books, computers and printers during the financial year 2018-19. The College Auditorium and Womens' Hostel (2nd and 3rd Floor) has been renovated by the financial support of RUSA 2.0 grant in the financial year 2020-21.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Upgradation of College Website under, RUSA 2.0 grant	Work completed
Development of Computer Laboratory for Teachers under RUSA 2.0 Grant.	Work completed
Renovation of College Auditorium under RUSA 2.0 Grant.	Work completed
Renovation of 2nd and 3rd floor of Women's Hostel under RUSA 2.0 Grant.	Work completed
To move the papers of teachers for Orientation Programme/ Faculty Induction Programme / Refresher Course/ Short Term Programme/Faculty Development programme	Teachers namely Dr. Subbalakshmi Ganguly and Dr. Arijit Ghosh have completed their Orientation Programme, Putul Malla Choudhury completed her Faculty Induction Programme, Putul Malla Choudhury, Dr. Arijit Ghosh, Dr. Subhalakshmi Ganguly Completed their Refresher Course, Dr Nilimpa Ghosh completed her Short-term Course and Dr. Susmita Roy, Moumita Pramanik, Ritisri Mondal, Dr. Nirajan Jaladas completed their Faculty Development Work.
To enrich Teaching Faculties for attaining the goals and	A Webinar on Holistic Road-map on academic excellence for Teachers of Colleges was conducted by IQAC and Teachers Council of the College.

objectives of academic excellence in Educational Institutions	
To enrich the Teachers and students of the College about the importance of IPR in Education system in India	A webinar was conducted on IPR and the Education System in India: And Evaluation by IQAC and Department of Political Science.
To overcome anxiety and stress in general and pandemic period in particular for the students and Teachers	A webinar was conducted on Stress & Anxiety Management for all Teachers and Students of the College by The Department of Zoology and Environmental Science.
To take initiative for organizing Webinars on various significant topics at International, National and State Level	International webinar on The India-Nepal-China triad and India's Forein pPolicy: The present Scenario was conducted by Depaertment of Political Science. *National level Webinar on Ethnobotany for the Survival of Mankind was conducted by Department of Botany. * National Webinar on Impact of Covid-19 on Education Sector was conducted by Department of Education * Webinar was conducted on Looking Beyond CoVID-19 : A Plausible Rescue Plan by Department of Economics. * Webinar Capacity Building and Emerging Challenges of Higher Educational Institutions was conducted by Department of Economics *Webinar on India-China Economic Relationship: The Road Ahead was conducted by Department of Economics
To celebrate World Environmental Day and to aware students on Environment and its conservation measures in the current scenario	Online Quiz and Online Art Contest on Themes 'Environmental isses and conservation' and 'My contribution to save Environment' was conducted by Departments of Environmental Scince and Zoology.

13.Whether the AQAR was placed before statutory body?	**Yes**

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	30/04/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	23/02/2022

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

20.Distance education/online education:

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	14

File Description	Documents
Data Template	[View File](#)

2.Student	
2.1 Number of students during the year	992

File Description	Documents
Data Template	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	394

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	273

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1 Number of full time teachers during the year	54

File Description	Documents
Data Template	[View File](#)

3.2 Number of Sanctioned posts during the year	29

File Description	Documents
Data Template	[View File](#)

4.Institution

4.1 Total number of Classrooms and Seminar halls	25
4.2 Total expenditure excluding salary during the year (INR in lakhs)	9.95
4.3 Total number of computers on campus for academic purposes	24

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Netaji Nagar College for Women is currently having the following mechanisms for effective delivery of curriculum. (i.) At the

beginning of an academic session an orientation programme is held for the newly admitted students of 1stsemester (ii.) Departmental meetings are held by every department in which the topics of the syllabus for each semester (under CBCS system) or year are distributed among the teachers after discussion with them. (iii) Number of classes for each topic is decided according to the syllabus and credits (for semester) assigned for each topic/Group/paper/unit etc. and placed before the Routine Sub-Committee. (iv.) Members of the Routine Sub-Committee prepare the routine which is approved by the Principal duly. (v.) College administration provides a well-constructed weekly Routine/Schedule/ time table for each year /semester for UG classes. (vi.) Teachers prepare their lectures according to the syllabus allotted and classes available. (vii.) Classes are held according to the schedule under the supervision of the college administration. (viii) Departments maintain the detailed record of the classes, assessments, project reports etc. (ix) College administration always keeps a watchful eye on different activities of the college regarding teaching learning, development and improvements of different methods of effective curriculum delivery.

File Description	Documents
Upload relevant supporting document	**View File**
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Netaji Nagar College for Women is an affiliated institution of University of Calcutta. As an affiliated institution, the college strictly adheres to academic calendar provided by University of Calcutta. Following the academic calendar as provided by the University, the academic plan is prepared at the very beginning of the session and the detailed layout of the teaching process is depicted in the academic calendar. It is distributed to the students at the time of their admission and also among the teaching and non-teaching staff of the college. It provides the examination schedule for the entire academic year, the list of holidays, and forms of evaluation conducted through the college. Continuous internal evaluation is a major component of the curriculum being adopted by the college. The institution ensures that the students have effective learning experiences through innovative methodologies and new techniques of learning. Short objective tests are conducted on online mode coupled with interactive sessions so as to make the students' participation mandatory. Regular evaluations are made to help the students to overcome their drawbacks. Constant stress is laid on independent thinking which would be reflected in their future academic performances. Also the evaluation norms of the University are strictly followed.

File Description	Documents

Upload relevant supporting documents	**View File**
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**C. Any 2 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	**View File**
Any additional information	**View File**

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

15

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	**View File**

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**

List of Add on /Certificate programs (Data Template)	**View File**

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**View File**

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution through curricular and also co-curricular activities put its effort to internalize values and ethics among its students. Following both curricular and also co-curricular activities the institution tries to provide a holistic education to the students. These programmes not only helps the students to imbibe universal moral and social values but also sensitize them towards gender issues and environmental sustainability. The programme includes

1. Celebration of International Women's Day, International Mother Language day

2. Promotion of Environmental education through projects and field work as per the curriculum of Ability enhancement Compulsory Course in Environmental Studies of CBCS curriculum.

3. Celebration of Earth day, World Environment day, International day for biodiversity etc. through various activities and programmes in online mode.

4. The NSS units of the college promotes human values through the activities of the NSS.

5. Sessions on positive mental health.

6. Preservation of values pertaining to different culture, equality, diversity and gender empowerment through functions like the Annual Programme, Observance of Independence Day, Republic Day, University foundation day etc.

Apart from the said programmes the institution has uploaded the Handbook of ethics and code of conduct in the college website.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	**View File**

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

6

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**View File**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	**View File**

1.3.3 - Number of students undertaking project work/field work/ internships

23

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	**View File**

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**C. Any 2 of the above**

File Description	Documents
URL for stakeholder feedback report	**View File**
Action taken report of the Institution on feedback report as stated in the	**View**

minutes of the Governing Council, Syndicate, Board of Management (Upload)	**File**
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	**http://netajinagarcollegeforwomen.in/wp-content/uploads/2022/04/STUDENTS-FEEDBACK_NNCW_2020-21.pdf http://netajinagarcollegeforwomen.in/wp-content/uploads/2022/04/ALUMNI-FEEDBACK.pdf**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

903

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	**View File**

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

55

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	**View File**

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The first wave of COVID-19 pandemic hit India in March, 2020with

which the teaching, learning and evaluation began to be conducted online during odd and even semesters. Google Meet and Zoom platforms were used for lectures, webinars, and other academic pursuits by the institute to cater to their basic understanding of the syllabus and assess the learning levels of students. Google platforms were used by various faculty members through interactive sessions to identify the slow and advanced learners. Special classes on online mode were held by teachers to improve their academic competence. Slow learners were constantly encouraged to meet the faculty virtually to upgrade their standards. Webinars, participatory teaching and learning techniques were organised through Google platforms and students' seminars were organised in various departments for encouraging advanced learners and also helping the slow learners in augmenting their knowledge and grasp over the papers concerned. Regular tutorials, special theoretical classes were held regularly by respective departments. Google platforms were used for online formative and summative assessments and Parent-teacher meetings were conducted by every department on an online platform to assess the learning outcomes of the students.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
992	54

File Description	Documents
Any additional information	No File Uploaded

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

The institute is fully committed to ensure that student centric methods such as experimental learning, participative learning and problem-solving methodologies are used for enhancing the learning experiences of the students. The goal is to prepare the students to look beyond classroom teaching and utilize it in the social and professional field. In the year 2020-21the main mission of the college was academic adjustments upholding the mission and vision ideals of the college against the backdrop of the challenges faced due to pandemic. Webinars were held by all the departments ranging form safety practices in the pandemic situation along with academic programmes keeping in view the goal of achieving participative learning and problem-solving methodologies. Inspite of all the hindrances our utmost goal was to guide and prepare them

academically as well as professionally to help them earn wide acclaim in future. Various innovative student centric methodologies were undertaken online with audio-visual aids, special webinars were organised by eminent University and College experts. Quiz, paper presentation and cultural events were conducted online which were not only student-centric but also would go a long way in developing skills like interactive learning and independent thinking among students in future.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The global crisis of the COVID-19 has brought about a fundamental change throwing numerous challenges in the educational sector. We are witnessing an irreversible learning crisis amidst the pandemic. The colleges are forced to shift to a virtual and blended mode of learning. Information and Communication Technology (ICT) has helped the sector to survive and adapt to new ways of online teaching. The academic year 2020-21 was completely affected by COVID-19 pandemic and so it was mandatory for the teachers to use the ICT tools for dissemination of knowledge. The use of laptops and computers along with classes conducted on Google platforms and online webinars became the characteristic feature for imparting education. Refresher and Orientation courses of the teachers were conducted online and virtual mode of classes through ICT enabled tools have proved to be a boon to reduce the barriers between teachers and students.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**https://netajinagarcollegeforwomen.in/computer-centre/**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

54

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	**View File**

Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	**View File**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

29

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	**View File**
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	**View File**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

20

File Description	Documents
Any additional information	**View File**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	**View File**

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

209

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	**View File**

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The mechanism of internal assessment is transparent and robust in terms of frequency and mode. The Calcutta University following the CBCS pattern entrusts a considerable part of the internal assessment

upon the Colleges. This internal assessment is continuous in nature and students are evaluated on the basis of attendance, class response, tutorials, project-based home assignments and term papers. Class tests are conducted based on MCQs. Some departments of the College have also sought to give incentives to students by awarding prizes to students with highest attendance records.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The examination related grievance cell allows students to cite exam related grievances. Three semesters of online education have led to adoption of a number of mechanisms to deal with internal exam related grievances. To make it time bound, efficient and transparent, a team of teachers have been entrusted with the responsibility to deal with various exam related issues associated with online system of examination. Painstaking effort is being taken by teachers to rectify the mistakes of the results published online so that no undue pressure is being put on the students during the pandemic

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Course Outcomes for all courses offered by the institution is prepared by respective Departments and uploaded in the College Website. Students were made Aware about COs, POs and PSOs of different discipline by faculties of each and every department at the beginning of the semester and through orientation programme.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	**View File**

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The institution strictly follows the syllabi laid down by the

University of Calcutta for all its subjects. Programme outcomes of different streams are set for the current academic year based on the previous year academic performance. The final outcome of the course is evaluated through the performance of the students that is analysed at the end of each semester examination. Course Outcomes of individual courses are evaluated considering the student performance in the internal and University examination. Attainment level is measured in terms of actual percentage of student getting a set percentage of marks

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

257

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	**View File**
Upload any additional information	**View File**
Paste link for the annual report	http://netajinagarcollegeforwomen.in/wp-content/uploads/2022/05/Annual-Report-of-Results-NNCW-2020-21.pdf"

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://netajinagarcollegeforwomen.in/wp-content/uploads/2022/04/STUDENT-SATISFACTORY-SURVEY-2020-2021.pdf

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 year (INR in Lakhs)

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

30.3

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	www.serb.gov.in

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

11

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

16

File Description	Documents
Any additional information	No File Uploaded

List of research papers by title, author, department, name and year of publication (Data Template)	**View File**

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

13

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	**View File**

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Our college has two NSS units (NSS Unit-I and II) that aim to carry out different social activities for the benefit of the community as a whole and also to ignite empathy and emotional intelligence among students. From natural disasters to helping nearby slum dwellers, to public health related issues, our students have been involved for various such social causes and responsibilities. Our college has played significant role in Natural disasters like Yash, Amphan, Assam flood, Kerala flood etc. College extended relief and aid to the Assam flood victims through Goonj a reputed not for Profit organization. Further, college also offered helping hand to local fishermen of Kakdip, Namkhana and Sagar in association with Sundarban Samudrik Matsyjabi Shramik Union. Thalassemia Screening Camp, AIDS Awareness Programme, Blood group determination were organized. During Covid times our students have prepared videos to spread awareness among masses to prevent spread of the deadly disease in community. Workshops and counseling programs were organized simultaneously to take care of student's mental health and to ensure their emotional well-being. Moreover NSS Volunteers have also actively participated in different welfare programs to uplift local slums dwellers (144 and 188 Asoke Avenue, 16 Khanpur Road) socially academically and economically.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

0

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment etc.

Classroom: There are twenty-one classrooms along with one Smart Class Room. Our classrooms are spacious and well ventilated. The smart classroom is equipped with smart board and wi-fi connectivity and projector to cater the needs of modern method of teaching.

Laboratories: Our Laboratories are fully equipped with instruments for smooth conduction of practical classes.

Conference Room: A conference room with audio-visual facilities is in place for regular use.

Auditorium: The College spacious auditorium with modern acoustic system and used for seminars and other related activities.

Computer Room: The College has two computer rooms equipped with modern desktops, printer and wifi facilities.

The College has beautiful campus with two well-maintained Gardens along with a Sports Ground.

Library: The Library has nearly 10,000 text books and 1500 Reference books, print journals. Library facilities are provided to all the teachers and students. Koha software is being used for automation of the library which is in progress.

The College administration regularly looks after maintenance and utilization of the above-mentioned infrastructure.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The College regularly conduct co-curricular and extra-curricular activities for students. The College auditorium is available for extracurricular activities like cultural functions, orientation programmes, medical camps and seminars. The cultural sub-committee of the College looks after various cultural activities throughout the year.

The sports and games sub-committee looks after requisite matter for conduction both indoor and outdoor games and organizes annual sports of the College every year. The Common Room cum Gymnasium is equipped with Carom board, Table Tennis board and Chess board. The college provides infrastructure and funds for different activities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

25

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

1

File Description	Documents

Upload any additional information	**View File**
Paste link for additional information	**http://netajinagarcollegeforwomen.in/wp-content/uploads/2022/05/4.1.3_LINK_4.pdf**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	**View File**

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

29.38

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	**View File**

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

- **Name of ILMS software: KOHA**

- **Nature of automation (fully or partially): Partially**

- **Version: 3.1**

- **Year of Automation: 2017**

- **Purchase & installation Details: Purchased and installation done from Bengal library Association in the year 2016**

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional Information	**Nil**

| **4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** | **E. None of the above** |

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**View File**

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

0.3278

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e-journals during the year (Data Template)	**View File**

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

0

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The College has two computer rooms equipped with nine modern desktops, one printer and wifi facilities. The institution has one smart classroom with audio-visual facilities, smart board and wifi connection. All the floors of the College are enabled with internet facilities and all science laboratories, office, teacher's room are provided with computer and printer facilities.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

24	

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution	A. ≥ 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure	

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

29.38	

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Classrooms: Two new classrooms (one in first Floor another in Second floor) were constructed this year from grants received from RUSA 2.0. College fund is utilized for minor repair works and renovations on regular basis. Building subcommittee supervises overall maintenance that includes electrical facilities and matters related to cleanliness. Laboratory: Our College has 11 well equipped science laboratories (Botany-2, Chemistry-1, Environmental Science-1, Food and Nutrition-1, Physiology-1, Physics-1 Zoology-3, Film studies -1). Apart from purchase of new instruments from time to time, College provides recurring expenses to different departments to ensure smooth running of the laboratory experiments as per prescribed syllabus. Library: College library comprises nearly

10,000 text books and 1500 Reference books, Journals Magazines, Daily Newspapers etc. accessible to both teachers and students. CCTV is installed to guarantee safety and security of the books. Library Subcommittee ensures up gradation of the library through Automation and digitization. Sports and Cultural Activities: Under the guidance of Sports and games development subcommittee, Annual sports were organized on 07/02/2020. Roughly 250 participants were present which included Teaching, Non-teaching staff and students of our college. Computers and ICT: Apart from regular purchases, Annual contract is given for maintenance of IT infrastructure and computers.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

80

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**View File**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	**View File**

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

33

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non-government agencies in last 5 years (Date Template)	**View File**

5.1.3 - Capacity building and skills enhancement initiatives taken by the	**E. none of the above**

institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	**View File**

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	**View File**

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

2

File Description	Documents
Self-attested list of students placed	**View File**
Upload any additional information	**View File**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

43

File Description	Documents
Upload supporting data for student/alumni	**View File**
Any additional information	**No File Uploaded**
Details of student progression to higher education	**View File**

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

1

File Description	Documents
Upload supporting data for the same	**View File**
Any additional information	**No File Uploaded**

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 year

5.3.1.1 - 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 year.

0

File Description	Documents

e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students of the College are involved actively in various activities of the college and there is representation of students in the following academic and administrative bodies/committees of the institution 1. Hostel Subcommittee 2. Sports Subcommittee 3. Kanyashree Club 4. NSS Units 5. Cultural Subcommittee etc. During lock-down period also students actively participated in various online cultural programmes, for eg. they celebrated Rabindra Jayanti, Nazrul Jayanti. Students participated in various National and International levels webinars organised by IQAC and different departments of the college. They also actively participated in virtual psychological counselling, essay writing and in Quiz competition. Students of the college are very much enthusiastic and always show their keen interest in different cultural programmes, indoor and outdoor sports, NSS camp and always extend their helping hands in solving different problems of Women's Hostel.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

5

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

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

The Institution does not have registered alumni association.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

VISION

1. Women Education: From Enlightenment to Empowerment.

2. Knowledge to Wisdom: Perception to application, complementation and integration of institution and society, nurturing the feeling of all time indebtedness to the institute.

3. Moulding Personality: Changing oneself to be successful and to be accepted.

MISSION

1. To light the torch of enlightenment through higher education among girl students of the society.

2. To train women and empower them through education to achieve social consciousness and economic freedom.

3. To the all-round development of the total personality of students by imparting education that is not only liberal but also contemporary in its concepts emphasizing self-reliance, with an eye of future.

The Institution has adopted several new initiatives and practices through strong leadership and effective governance. Such initiatives have greatly impacted the strategies adopted by the Institute in line with its vision and mission statements

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

- **Principal, who is the academic head of the institution, focuses towards the holistic growth of all stakeholders in order to full-fill the vision and mission of the institution.**

- **Academic responsibilities are fairly divided among all the staff members.**

- **Committees are appointed for the various academic and co-curricular activities to be conducted in the course of the academic year.**

- **The Principal of the College holds regular meetings with the teaching and non**

teaching staff. In these meetings, various issues related to day-to-day operations of the institution are taken up for discussion before arriving at a final decision.

- **The head of the departments ensure the smooth functioning of the activities of the department in collaboration with other members of the department.**

- **Regular meetings of the Teachers Council are held to discuss and decide on matters relating to academics and administration.**

- **Information relating to all institutional aspects is systematically maintained and made available to all stakeholders.**

- **College library management software KOHA is used for total automation of the library service and for assimilating various information pertaining to the library.**

- **The participative decision-making process of the institution ensures total participation of all the stakeholders involved.**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Due to the ongoing Pandemic and subsequent lockdowns during the

period 2020- 2021, the off-line mode of classes/examination was totally disrupted. The college efficiently implemented the on-line mode of teaching and examinations. Teaching and Learning: The Institute follows an academic calendar for all its academic activities. All faculty members prepared the course materials for the courses they were teaching before commencement of each semester. Due to the Pandemic situation during 2020-2021, faculties were not able to take offline theory and practical classes. However, through online classes, webinar, online quiz etc. faculties of all the department made all possible efforts to complete the curriculum within the stipulated time frame and calendar. Hard copy and soft copy (PowerPoint Presentation /PDF) Study materials were shared by faculty members with students. Faculty members also participated in Orientation Programme, Refresher Courses and Short-Term Training Programme through on-line mode to enhance their teaching skills.

Examination and Evaluation: Online examination and evaluation in terms of class test, tutorials, Internal Assessment were conducted throughout the year in order to monitor the students.Final Semester University examinations were conducted entirely through on-line process by the college as per the directives of the University of Calcutta.

File Description	Documents
Strategic Plan and deployment documents on the website	**View File**
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Our college is governed by Higher Education Department of West Bengal. However, the administration of Netaji Nagar College for Women is the responsibility of the principal, who is directly accountable to the Department of Higher Education. Rules and Regulations are formed for efficient management of administrative work and proper functioning of the Institution. The institution has several academic and administrative sub-committees viz. Finance sub-committee, Examination sub-committee, Admission sub-committee, Routine sub-committee, Scholarship sub-committee, Library sub-committee etc. For the smooth functioning of all the academic and administrative activities of the institution in accordance with the requirements of academic bodies and government rules, these sub-committees are headed by faculty members to guide the functions.

Appointment and service rules of the institution are guided by West Bengal Higher Education Department and College Service Commissions. Requisitions for faculty and staff recruitment are promptly submitted to the West Bengal College Service Commission and to the Education Directorate whenever vacancies arise. Faculty and staff

are recruited transparently as per Government norms /rules (Written
Exam and Viva Voce).

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	http://netajinagarcollegeforwomen.in/wp-content/uploads/2022/04/Organogram-of-NNCW.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Welfare schemes for teaching staff-

i)Group Insurance-Faculty members get the benefit of a group
insurance cover at a low cost and on a wholly contributory and self-
financing basis

ii) Provident Fund- All teachers have to compulsorily subscribe and
contribute to the Provident fund account

iii) Staff Credit Co-Operative Society- As a member, the Teachers
can borrow funds as loans from the Co-Operative Society, to be
utilized for useful purpose

iv)West Bengal Health Scheme- The scheme helps to provide better
medical facilities to the teachers and their dependents

v)Maternity and Paternity Leave- Teachers can avail maternity and
paternity leave

as per the government regulations

vi) Medical Leave, Earned Leave, Casual Leave

vii)Puja Bonus for State Aided College Teachers

Welfare schemes for non-teaching staff-

i)Group insurance- All non-Teaching staffs get the benefit of a group insurance cover at a low cost and on a wholly contributory and self-financing basis,

ii)Provident Fund- All non-teaching staffs have to compulsorily subscribe and contribute to the Provident fund account

iii)Staff Credit Co-Operative Society- As a member, the non-teaching staffs can borrow funds as loans from the Society to be utilized for useful purpose

iv) Puja Bonus, Puja Advance-The non-teaching staff get Puja bonus and can avail puja advance based on their entitlement as per government regulations

v)West Bengal Health Scheme- The scheme helps to provide better medical facilities to the non-teaching staffs and their dependents

vi)Maternity and Paternity Leave

vii) Medical Leave, Earned Leave, Casual Leave

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training

Programmes organized by the institution for teaching and non teaching staff during the year

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**View File**

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

17

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	**View File**
Details of teachers attending professional development programmes during the year (Data Template)	**View File**

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance Appraisal for teaching and non-teaching faculty is done by following the UGC regulation and State Govt orders. However, the institution monitors the performance of the teaching staff and librarians through Self Appraisal Report which reflects the details of their class teaching, examination related duties, academic and administrative responsibilities and participation in refresher / orientation course/ workshops/FDP etc. IQAC has prepared Academic Performance Sheet for faculty members. Faculty members fill up the said sheet on monthly basis and submit it to the IQAC Coordinator for verification. IQAC Coordinator reviews it and gives necessary suggestions, if required, and then inform the principal on monthly basis.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**View File**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The College is a Government aided institution and the financial audit is conducted by the External auditor appointed by the Higher Education Department, Govt. of West Bengal. The college undergoes an internal audit conducted by S.N Singh and Company (Chartered Accountants), Kolkata.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**View File**

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The College is a Government aided institution and is fully funded by the Govt. of West Bengal. The main sources of revenues are fees received from the admission fees and hostel fees of the students and these funds are utilized for the benefit of the students and for meeting other minor expenses of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

1. Name of the practice: Student mentoring classes are held in small groups to help specific students to overcome their problems and discuss career opportunities. The student mentoring practice is being recorded in every Department.To guide and provide support to the slow learners proper mentoring is done so that they feel confident to study sincearly. A special time table is prepared and they are regularly monitored on their preparation for the University examination. Teachers also discuss career opportunities to slow learners. The brighter students are guided for the entrance examination for several post-graduation courses or mentored for interview for the placement. 2. Name of the practice: Online co-curricular activities and session on positive mental health. The current practice was designed to evaluate the student perspective on online learning in comparison to offline/traditional learning methodologies in pandemic situation. Also, an initiative was taken to arrange an interactive online psychological counselling session for all associated stakeholders involving students, teachers and parents. This will help to boost up their mental health during the prevailing pandemic days.studentsparticipated actively in quiz, debate and discussion in online mode and attended the session on positive mental health with full spirit and enthusiasm.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution reviews its teaching learning process, structure and methodologies of operations and learning outcomes at periodic intervals. Some of activities of IQAC in this regard are:

1.Student's feedback on faculty, teaching learning process and evaluation: Students feedback significantly shows the actual quality of teaching learning process. All the students are allowed to give feedback on faculty, teaching learning process and evaluation so that actual picture is ascertained. After evaluating the feedback from students, the teacher, if evaluated with low performance, is instructed accordingly. The whole process is being operated through IQAC and no other faculty member is involved at any stage.

2.Academic monitoring: The academic monitoring was done through Monthly Self Appraisal Report of the faculty member. IQAC has prepared Academic Performance Sheet for faculty members. Faculty

members fill up the said sheet on monthly basis and submit it to the
IQAC Coordinator for verification.

3. Mentoring Classes: The teachers of each department conduct
mentoring classes and guide and provide support to the slow
learners. Through mentoring classes teachers guide the brighter
students to score high grades in the examinations and provide all
assistance for best placements or admission to PG courses in best
colleges.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**https://netajinagarcollegeforwomen.in/aqar/**
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	**View File**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The Institution is fully committed towards safety and security
issues of girl students. The institution has Anti ragging cell, Anti
sexual harassment cell and Legal counselling cell to actively
support to resolve any gender issue. The institution is guarded by
security personnel, the college and hostel campus is under CCTV

surveillance and all students are provided with ID cards. The
Grievance Redressal committee of the institution comprises female
faculty members and is working effectively. The Anti-ragging
committee makes immediate response of ragging incidents.
Suggestion/complaint boxes are made available for the students and
faculties to drop in their cause of concern in the form of a written
complaint. The institution has a well-defined student counseling
system. Each faculty members have mentor specific number of
students. Students meet their mentors for any grievances- regarding
gender related personal problems, general issues, lack of
facilities, academics, cultural etc. Common rooms for girls are
provided in the institute. Sanitary pad vending machines are placed
in women restrooms. The Student welfare sub-committee of the
Teacher's Council is constituted for welfare of the girl students in
various circles. The Student welfare sub-committee of the Teacher's
Council is constituted for welfare of the girl students in various
circles.

File Description	Documents
Annual gender sensitization action plan	http://netajinagarcollegeforwomen.in/wp-content/uploads/2022/05/7.1.1-ANNUAL-GENDER-SENSATIZATION-PLAN-Copy.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://netajinagarcollegeforwomen.in/wp-content/uploads/2022/05/7.1.1-SAFETY-SECURITY.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	**View File**
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The institution takes all initiatives in management of different
types of waste generated in the campus. The college has
systematically developed a mechanism to segregate and dispose of

different types of waste including paper, organic, plastic, recyclable metals etc. Organic wastes like the leftover food, peels, scrapings from fruits etc. are also collected in bins separately. The solid waste from all the classes generated within the campus is disposed of in community bins of municipality at regular basis. The laboratory wastes are also disposed taking proper measures. The waste water lines from the toilet are connected to the municipal drainage system. Effluents from the laboratories are also sent to the municipal drainage system. No hazardous chemical waste and radioactive is generated in the college campus. In the year 2019-20 college has installed a vermi-composting unit to follow waste to wealth approach. Portion of biodegradable waste generated in the college campus is utilized in preparation of vermicompost which is properly used in maintaining the garden of the College.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	http://netajinagarcollegeforwomen.in/wp-content/uploads/2022/05/7.1.3_NNCW.pdf
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants	A. Any 4 or All of the above

File Description	Documents

Geo tagged photos / videos of the facilities	**View File**
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**E. None of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**View File**
Policy documents and information brochures on the support to be provided	**View File**
Details of the Software procured for providing the assistance	**No File Uploaded**

Any other relevant information	**View File**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The Institution provides an inclusive environment to all its stakeholders for tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. The admission procedure follows merit-based selection of students encompassing all communities with different socio-economic backgrounds. The different cultural activities of college organised by the college always put stress in promotion of harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. The NSS units of the college encourage students to participate in different community related works to serve all sections of the society. The college celebrates saraswati puja every year involving students, teachers and non-teaching staff of the college. Commemorative days like International Women's Day, International Mother language day, Celebration of birth anniversary of Rabindranath Tagore, KaziNazrul Islam is celebrated in the college every year. Students from different background actively participate in the said programmes. This provides a collaborative work environment and harmony towards each other. Apart from these programmes the College administration keep a watchful eye on the code of conduct for students, teachers and other employees and ensures that the code of conduct is strictly followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**View File**
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The College undertakes various efforts to sensitize the students and employees of the Institution of their constitutional obligation. During the commencement of each academic session, the Principal of the College delivers an Orientation Lecture to the new batch of students to make them aware of the core values of the Institution. During celebration of Independence Day and Republic Day, the students and employees of the Institution are addressed by the Principal of the College with the message from the Constitution of India focussing on Preamble, Fundamental Rights and Duties. The message also highlights struggle of freedom and importance of Indian constitution. The NSS units of the College undertakes different kind of activities and teach the students the importance of giving back

to the society by believing in the principle of equality, fraternity and societal justice. The students of the college are also encouraged to participate in the Youth Parliament Programme conducted by the Department of Parliamentary Affairs, Government of West Bengal. The participation makes the students aware of the roles and activities of the Parliament and Legislative Assemblies of the State. A handbook of values prepared by the institution is uploaded in the college website.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**View File**
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**D. Any 1 of the above**

File Description	Documents
Code of ethics policy document	**View File**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The institute celebrates national and international commemorative days, events and festivals with full vigour. National festivals like Independence Day (15th August) and Republic Day (26th January) are celebrated every year with pride. The college celebrated Saraswati puja involving students, teachers and non-teaching staff of the college. On Teachers Day students organize programmes for the teachers to celebrate the Birth anniversary of Dr Sarvepalli Radhakrishan. Also Birth anniversary of Rabindranath Tagore,

KaziNazrul Islam was celebrated in online mode. This year programme named Agomoni (in online mode) was celebrated to mark the beginning of Durga puja involving students from every background. World Environment Day was celebrated on 5th June with online art and quiz competition amongst students with relevant themes on environmental protection.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**View File**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**View File**

7.2 - Best Practices

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

BEST PRACTICE 1

1. Name: Online Student mentoring classes

2. Objective

The objective of the practice was to guide and provide support to the slow learners and brighter students.

3. Context

The practice was initiated to help slow learner students to complete their graduation and to assist brighter students in choosing right career options.

4. Practice

Slow learners and brighter students were provided prepared notes, study materials by the teachers during online mentoring class and mentored for post-graduation courses entrance examination.

5. Evidence of Success

Student Mentoring has proved to be effective for the both slow learners and brighter students and helped the students to choose right career options.

BEST PRACTICE 2

1. Name: Online co-curricular activities and session on positive mental health by of Department of Zoology and Department of Environmental Science.

2. Objective: To involve students in in online co-curricular activities. for understanding their perspective on online vs offline learning methodologies and to arrange a session on positive mental health.

3. Context: The practice was designed to evaluate the student perspective on online learning in comparison to offline learning during pandemic. Also an interactive online psychological counselling session.

4. Practice: The practice involved quiz, debate and discussion for students (online). This was followed by an online counseling session on positive mental health.

5. Evidence of Success

Students participated in the event including session on positive mental health with full enthusiasm. Parents of the said students acknowledged the efforts undertaken by both the departments for organizing the programme.

File Description	Documents
Best practices in the Institutional web site	**View File**
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The College has the fine practice of raising funds and donation of useful materials to help people from weak economic background. Even during the hard times of the pandemic when the institution space became inaccessible and physical meetings were not possible funds and donations were raised and distributed to people from weak economic background. Like previous years this year a Fund of Rs 27,500/- were raised. The fund so raised was donated to victims of Cyclone Yash during COVID-19 pandemic from Kakdip, Namkhana, Tajpur (East Medinipur) and Sagar islands.

File Description	Documents
Appropriate web in the Institutional website	**View File**
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

The Institution is preparing to participate in NIRF in this session

Emphasis on blended teaching learning process.

Enhancement of infrastructural facilities from RUSA fund

Faculty exchange with other educational institution.

Installation of Solar Panels.

Conduction of Green audit of the college and hostel campus.