YEARLY STATUS REPORT - 2021-2022

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 Yes
  campus?

- Phone no./Alternate phone no.   913324116711

- Mobile No: 9874325889

- Registered e-mail   netajinagarwomen@yahoo.com

- Alternate e-mail   iqac.nncw.cal@gmail.com

- Address   170/13/1 Netaji Subhas Chandra
                                              Bose Road, Regent Estate

- City/Town   Kolkata

- State/UT   West Bengal

- Pin Code   700092

2.Institutional status

- Affiliated / Constitution Colleges   Affiliated UG College

- 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.   `918697105496`

- Mobile   `919903430795`

- 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/2023/02/AQAR-2020-21.pdf

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/2023/05/1Academic-Calendar-2021-22.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   2

- 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

- If yes, mention the amount

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 2021-22 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,

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.

The COVID-19 vaccination camp was organized for the College students by the Health and Family Welfare Department in coordination with the Higher Education Department, Government of West Bengal, at College premises from 29.09.2021 to 08.10.2021.

NSS Unit-I & NSS Unit-II of the College have organized the following programmes -- Online Quiz Competition on NSS for Students on 24.09.2021 on account of NSS Day, Campus Cleaning programme on 31.03.2022 on account of SWACH BHARAT ABHIYAN, THALASSAEMIA AWARENESS AND SCREENING CAMP PROGRAMME for the students on 07.05.2022, SAPLING DISTRIBUTION PROGRAMME on 12.06.2022 on account of World Environmental Day.

IQAC in Collaboration with Magic Bus India Foundation organized a Seminar on Job Opportunity on 07.04.2022.

The College has organized Nupur Ghosh Memorial Scholarship Distribution Ceremony to promote and encourage students of the College to take up higher studies in their future on 28.05.2022.

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
To move the papers of teachers for Orientation Programme/ Faculty Induction Programme / Refresher Course/ Short Term Programme/Faculty Development programme	FIP: Debosmita Tripathy, Moumita Pramanik, Ritisri Mondal STC: Ritisri Mondal FDP: Ritisri Mondal
To take proper initiatives to process all the relevant documents for CAS to Education Directorate, Government of West Bengal	1. Dr. Susmita Roy, Dr. Shabana Haydar, Dr. Nilimpa Ghosh, Dr. Moumit Roy Goswami from stage 2 to Stage 3: 2. Dr. Susmita Roy, Dr. Soma Saha, Mousumi Biswas from stage 3 to stage 4 3. Dr. Barun Kumar Pal, Dr. Pradip Thakur, Dr. Niranjan Jaladas, Dr. Subhalakshmi Ganguly, Dr. Arijit Ghosh, Dr. Putul Malla Choudhury from stage -1 to stage 2

To take initiative to address Grievances from students	IQAC and Grievance Readdressal Committee of the College recorded the grievances from the students and solved it at the earliest.
Motivating the teachers to write and publish research articles in Journals/Books/Book chapters	The teachers of the College published 16 articles and 11 Book Chapters in various Journals and books (National and International)
To take initiative to publish Academic Calendar	Academic Calendar was prepared and uploaded in College Website
To take initiative to conduct various outreach programmes	Various outreach programmes were conducted by NSS Unit-I and II of the College which includes CAMPUS CLEANING PROGRAMME, THALASSAEMIA AWARENESS AND SCREENING CAMP PROGRAMME, SAPLING DISTRIBUTION PROGRAMME etc.
To take initiative to felicitates the Meritorious students of the College	Nupur Ghosh Memorial Scholarship Distribution Ceremony was organized. The funds for the said scholarship was generated through philanthropy from Nupur Ghosh, Retired teacher of the College.

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	25/03/2023

14. Whether institutional data submitted to AISHE

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**
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- Name of the statutory body

Name	Date of meeting(s)
Governing Body	25/03/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	14/01/2023

15.Multidisciplinary / interdisciplinary

Netaji Nagar College for Women is affiliated to the University of Calcutta and offers 15 Programmes including both Honours and General courses in Science and Humanities at under-graduate level in order to fulfil academic needs of nearly thousand students. Apart from studying the Honours subjects in their curriculum, students are required to choose two General Elective (GE) while all the General course students are to take three GE subjects throughout their curriculum. This provides a basis to gain

multidisciplinary knowledge to the students. Also Students of all the streams are required to take compulsorily one modern Indian language paper and Environmental Studies as Ability Enhancement Compulsory Course in 1st and 2nd semester respectively. The college also offers several add-on/certificate courses throughout the year in collaboration with ESSR INFOSYS (An ISO 9001:2015 Certified Organization). All these courses are multidisciplinary and interdisciplinary in nature. The College has arranged various seminars/ webinars / Workshop in recent past keeping in view that the theme/topic of the same are multidisciplinary in nature. Apart from that the College has arranged quiz contest/poster competition/ debates with multidisciplinary input. The College publishes the Magazine "Anweshan" where teachers and students contribute their creative and innovative visions.

16. Academic bank of credits (ABC):

As our College is affiliated to the University of Calcutta, the Academic bank of Credits will be implemented by the rules and regulations of the University of Calcutta. It is not applicable to our college.

17. Skill development:

Skill development help the students in getting better employment option in their future. Various Skill Enhancement Courses (SEC) are offered in all subjects as per the curriculum of the CBCS of the University of Calcutta. Students can choose these courses in their curriculum keeping in view their objectives in getting better employment. These courses are not only taught by teachers of the institution but also popular lectures by eminent resource person linked to the field of study. The College authority take regular initiatives in arranging such popular lectures. Apart from that field / industrial visits are also arranged to give students a better practical exposure related to the same. The add-on/certificate courses run by the College in collaboration with ESSR INFOSYS (An ISO 9001:2015 Certified Organization) also cater the need of the student towards skill development. It is noteworthy to mention here that in recent past the College has organized Handicrafts and Painting for students with Fevicryl, Kolkata. This year Job Oriented Career Counseling Session were organized by the College in Collaboration with Magic Bus India Foundation on regular basis.

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

As per the Curriculum of University of Calcutta, the various courses taught in the College truly integrates Indian knowledge system. The Ability Enhancement Compulsory Courses -1 as offered by the University in 1st Semester are studied by the students in either English or in Bengali. Apart from that in other subjects teachers deliver their lecture in both Bengali and English as and when required for better understating by the students. The college celebrates many commemorative days to make students aware of Indian culture and heritage like celebration of Rabidra Jayanti, Nazrul Jayanti, Basanta Utsav, Sharad Utsav. The College celebrates Saraswati Puja every year with active involvement from all stake holders of the College. Various departments of the College take initiatives in arranging educational field visits to impart Indian knowledge base among the students. The College publishes the Magazine "Anweshan" where teachers and students contribute their creative and innovative visions from in relation to Indian Knowledge System, culture and traditions.

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

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. The College authority regularly evaluates the performance of students to ensure that the said COs, POs and PSOs are properly attended.

20.Distance education/online education:

During the COVID-19 pandemic, the teachers of the College has successfully conducted online teaching through Google Meet and Zoom platform. Assignments and evaluations were also done online. All the meetings were held online. Several webinars and student activity programmes were organized through Google Meet. Many teachers participated in online faculty developments programs also to make themselves better adapted in the domain of online education.

Extended Profile

1.Programme

1.1 394

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1   **1011**

Number of students during the year

File Description	Documents
Data Template	View File

2.2   **394**

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

File Description	Documents
Data Template	View File

2.3   **256**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **54**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **29**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	**394**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	[View File]()

2.Student

2.1	**1011**
Number of students during the year	

File Description	Documents
Data Template	[View File]()

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

File Description	Documents
Data Template	[View File]()

2.3	**256**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	[View File]()

3.Academic

3.1	**54**
Number of full time teachers during the year	

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)	**23.3**
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.

1. At the beginning of an academic session an orientation programme is held for the newly admitted students of 1stsemester
2. 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.
3. Number of classes for each topic is decided according to the syllabus and credits (for semester) assigned for each topic and placed before the Routine Sub-Committee.
4. Members of the Routine Sub-Committee prepare the routine which is approved by the Principal duly.
5. College administration provides a well-constructed weekly Routine/Schedule/ time table for each year /semester for

UG classes.

6. Teachers prepare their lectures according to the syllabus allotted and classes available.

7. Classes are held according to the schedule under the supervision of the college administration.

8. Departments maintain the detailed record of the classes, assessments, project reports etc.

9. College administration always keeps a watchful eye on the classes, results, departmental proceedings and student needs and also keeps record of the 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)

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 distributed to the students at the time of their admission and also among the teaching and non-teaching staff of 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. Constant stress is laid on independent thinking which would be reflected in their future academic performances. The evaluation norms of the University are strictly followed. The institution undertakes continuous internal assessment programmes through tutorials and internal assessment examinations as instructed by University of Calcutta for students of all semesters.

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

28

File Description	Documents
Any additional information	View File
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)

9

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	<u>View File</u>
List of Add on /Certificate programs (Data Template)	<u>View File</u>

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

9

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

9

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

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 activitiesput its effort to internalize values and ethics among its students.Following both curricular and also co-curricular activities theinstitution tries to provide a holistic education to the students.These programmes not only helps the students to imbibe universalmoral and social values but also sensitize them towards genderissues and environmental sustainability. The programme includes 1. Celebration of International Women's Day, International MotherLanguage day, World Democracy Day 2. Promotion of Environmental education through projects and fieldwork as per the curriculum of Ability enhancement Compulsory Coursein Environmental Studies of CBCS curriculum. 4.

The NSS units of the college promotes human values through the activities of the NSS. 5. Preservation of values pertaining to different culture, equality,diversity and gender empowerment through functions like the AnnualProgramme, Observance of Independence Day, Republic Day, University foundation day etc.

Apart from the said programmes the institution has uploaded theHandbook 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

46

File Description	Documents
Any additional information	View File
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

B. Any 3 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 minutes of the Governing Council, Syndicate, Board of Management (Upload)	View 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/2023/05/Stakeholders-Feedback-Report-2021_22_NNCW.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

52

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 institution assesses the learning levels of the students and organises special programmes for advanced learners and slow learners. Interactive sessions were held by various faculty members to identify the slow and advanced learners. During the pandemic, the teaching, learning and evaluation began to be conducted online during odd and even semesters. Classes, 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. Special classes were held by teachers to improve their academic competence. Slow learners were constantly encouraged to meet the faculty to upgrade their standards. Students' seminars, webinars, participatory teaching and learning techniques 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. Regular tutorials were taken for formative and summative assessments and Parent-teacher meetings were conducted by every department 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
1011	**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 main academic pursuit is to prepare the students to look beyond classroom teaching and utilise it in the social and professional field. 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. In the year 2021-22 the 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. Seminars and 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 along with audio-visual aids. Special seminars were organised by eminent University and College experts. Quiz, paper presentation and cultural events were conducted 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 teachers use ICT enabled tools for effective teaching-learning process. The pandemic brought about a fundamental change throwing numerous challenges in the educational sector. We witnessed an irreversible learning crisis amidst the pandemic. The colleges were forced to shift to a virtual and blended mode of learning. Information and Communication Technology (ICT) helped us to adapt to new ways of online teaching. The teachers use various ICT tools for gathering and dissemination of knowledge. The use of laptops, computers and projectors along with classes conducted on Google platforms and online webinars have become 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

21

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

285

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 merit and 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. A number of mechanisms have been adopted 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. Painstaking effort is being taken by teachers to rectify the mistakes of the results published and review of the answer scripts as per University norms.

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 isprepared by respective Departments and uploaded in the College Website. Students were made Aware about COs, POs and PSOs ofdifferent discipline by faculties of each and every department atthe beginning of the semester and through orientation programme.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	http://netajinagarcollegeforwomen.in/wp-content/uploads/2023/05/PO-PSO-CO-NNCW_2021-22_compressed.pdf
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 theUniversity of Calcutta for all its subjects. Programme outcomes ofdifferent streams are set for the current academic year based on theprevious year academic performance. The final outcome of the courseis evaluated through the performance of the students that isanalysed at the end of each semester examination. Course Outcomes ofindividual courses are evaluated considering the student performancein the internal and University examination. Attainment level ismeasured 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

158

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	**No File Uploaded**
Paste link for the annual report	http://netajinagarcollegeforwomen.in/wp-content/uploads/2023/05/ANNUAL-REPORT-OF-RESULTS-NNCW_2021-22.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/2023/05/STUDENT-SATISFACTION-SURVEY-2021-22_NNCW-1.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

30

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

11

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 carryout 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. This year (2021-22) NSS Unit-I and NSS Unit-II of the College organized various programmes which include Thalassaemia Awareness and Screening Camp programme in collaboration Thalassaemia Control Unit, Calcutta School of Tropical Medicine, Kolkata on 07/05/2022 for the benefit of

Students, Teachers and Non-Teaching staff of the College, Campus cleaning programme on 31/3/2022, Plantation Programme on 27/04/2022 and Sapling distribution programme on 12/6/2022. Apart from that during Covid times NSS Unit-I and NSS Unit-II of the College conducted online quiz contest for students on NSS day 24th of September 2021. 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	http://netajinagarcollegeforwomen.in/wp-content/uploads/2023/05/NSS-ACTIVITIES-2021-22.pdf
Upload any additional information	View File

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

5

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
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

221

File Description	Documents
Report of the event	View File
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 a computer roomequipped 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/LINK_4.1.3.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)

23.30

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 donefrom Bengal library Association in the year 2016

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://netajinagarcollegeforwomen.in/wp-content/uploads/2023/05/4.2.1_2021_22.pdf

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

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

5

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

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 moderndesktops, one printer and wifi facilities. The institution has onesmart classroom with audio-visual facilities, smart board and wificonnection. All the floors of the College are enabled with internetfacilities and all science laboratories, office, teacher's room areprovided 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	<u>View File</u>

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	<u>View File</u>

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)

23.3

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 Secondfloor) were constructed last year from grants received from RUSA2.0. College fund is utilized for minor repair works and renovations on regular basis. Building subcommittee supervises overall maintenance that includes electrical facilities and matters relatedto cleanliness.

Laboratory: Our College has 11 well equipped science laboratories (Botany-2, Chemistry-1, Environmental Science-1, Foodand 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 perprescribed syllabus.

Library: College library comprises nearly10,000 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 Sub-committee ensures up gradation of the library through Automationand digitization. Sports and Cultural Activities: Are conducted under the guidance of Sports and games development subcommittee and cultural subcommittee.

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

161

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

13

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

E. none of the above

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

0

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	**No File Uploaded**

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

38

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

0

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 thefollowing academic and administrative bodies/committees of theinstitution 1. Hostel Subcommittee 2. Sports Subcommittee 3.Kanyashree Club 4. NSS Units 5. Cultural Subcommittee etc. The students actively participated in various online/offline cultural programmes, for eg. they celebrated Sharad Utsav, Basanta Utsav,RabindraJayanti, Nazrul Jayanti. Students participated in various seminars/webinars/programmes organised by IQAC and different departments of the college. They

also actively participated inessay writing and in Quiz competition in offline/online mode. 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 helpinghands 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

4

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

There is no registered alumni association of the College.

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 follows a democratic and participative mode of governance with Governing Body, Head of the Institution, Heads of Departments and Conveners of various committees, Faculty members and Staff in implementing the institutional policies. 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.

- **The Institutional management is participatory and decentralized.**
- **The effective leadership comprises of the Principal, IQAC, Heads of Departments and Conveners of various committees leads collectively for establishing a conduciveacademic atmosphere in the institute.**
- **Principal, who is the academic head of the institution, focuses on the holistic growth of all stakeholders to fulfil 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 cocurricular activities to be conducted in 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 thedepartment 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.**

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

Perspective plan of 2020-21 effectively deployed in the year 2021-2022.

Teaching and Learning: The Institute follows an academic calendar for all its academic activities. The timetable was revised to make it more learners centric & to enhance the lecture period duration. All faculty members prepared the course materials for the courses they were teaching before commencement of each semester. The students were provided course outlines and course schedules prior to the commencement of the academic session. In order to teach the students in a more illustrative way, teachers use Smart Boards, laptops, LCD projectors in the classroom. For academic progression of the students, remedial coaching and extra classes were conducted. Department organised departmental seminars and educational trips.

Examination and Evaluation: An examination subcommittee had been set up by the Teacher's Council for the effective implementation of the evaluation system. Examination and evaluation in terms of class test, tutorials, Internal Assessment were conducted throughout the year to monitor the students. The answer scripts of such tests were shown to the students. Queries and doubts were resolved satisfactorily. Final Semester University examinations were conducted by the college as per the directives of the University of Calcutta.

File Description	Documents
Strategic Plan and deployment documents on the website	<u>View File</u>
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 WestBengal. However, the administration of Netaji Nagar College forWomen is the responsibility of the principal, who is directlyaccountable to the Department of Higher Education. Rules andRegulations are formed for efficient management of administrativework and proper functioning of the Institution. The institution hasseveral 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 andadministrative 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 WestBengal Higher Education Department and College Service Commissions.Requisitions for faculty and staff recruitment are promptlysubmitted to the West Bengal College Service Commission and to theEducation Directorate whenever vacancies arise. Faculty and staffare recruited transparently as per Government norms /rules (WrittenExam 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/2023/04/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	**No File Uploaded**
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 and non-teaching staff- i)Group Insurance-Faculty members get the benefit of a group insurance cover at a low cost. ii) Provident Fund- All teachers have to 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. 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 andpaternity leave as per the government regulations

vi) Medical Leave, Earned Leave, Casual Leave vii) Puja Bonus for State Aided College Teachers and non-teaching staff

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)	<u>View File</u>

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

0

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)	<u>View File</u>

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

08

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	**No File Uploaded**

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 (CharteredAccountants), 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

IQAC has contributed significantly for institutionalizing quality assurance strategies and processes.

The two examples of institutional initiatives are:

1. **Academic Performance Audit by IQAC to increase and maintain the quality education.**

- **Academic Sub-Committee is set up for this purpose to review the academic progress.**
- **Academic Calendar and Timetable is prepared.**
- **Conduct of teaching Performa to monitor the regular delivery of lectures.**
- **The academic monitoring was done through Monthly Self Appraisal Report of the faculty member.**
- **IQAC records the Remedial, tutorial and Student Mentoring classes.**
- **IQAC takes feedback from the outgoing students and gives a report to the principal.**

1. **Cultural Activities**

- **Participation of students in 'Debate Competition'.**
- **Participation of students in 'Essay Competition'.**
- **Celebration of International Women's Day with an important issue / theme.**
- **Celebration of Birth and Death anniversaries of Kabiguru Rabindranath Tagore, Ishwar Chandra Vidyasagar and other National Leaders and Social Reformers.**
- **Participation of students in 'Tree plantation programme'.**

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

1.Student's feedback on faculty, teaching learning process and evaluation: 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. Faculty members fill up the academic performance sheet on monthly basis and submit it to the IQAC Coordinator for verification. IQAC Coordinator reviews it and gives necessary suggestions, if required, and informs the principal on monthly basis.

3.ICT enabled technology in teaching-learning process: To achieve this goal LCD Projectors were installed in laboratories & classrooms. Digital classrooms and laboratories are made available in the

institute. ICT methods used by faculties for effective teaching learning are Zoom App, YouTube, Google Meet, etc.

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 securityissues of girl students. The institution has Anti ragging cell, Antisexual harassment cell and Legal counselling cell to activelysupport to resolve any gender issue.The institution is guarded bysecurity personnel, the college and hostel campus is under CCTV surveillance and all students are provided with ID cards. TheGrievance Redressal committee of the institution comprises femalefaculty members and is working effectively. The Anti-ragging committee makes immediate response of ragging incidents.Suggestion/complaint boxes are made available for the students andfaculties to drop in their cause of concern in the form of a writtencomplaint. The institution has a well-defined student counselingsystem. Each faculty members have mentor specific number ofstudents. Students meet their mentors for any grievances- regardinggender related personal problems, general issues, lack offacilities, academics, cultural etc. Common rooms for girls areprovided in the institute.Sanitary pad vending machines are placedin women restrooms. The Student welfare sub-committee of theTeacher's Council is constituted for welfare of the girl students invarious circles. The Student welfare sub-committee of the Teacher'sCouncil 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/2023/05/7.1.1-ANNUAL-GENDER-SENSATIZATION-PLAN-2021-22-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/2023/05/NNCW-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 differenttypes of waste generated in the campus. The college has systematically developed a mechanism to segregate and dispose ofdifferent 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 isdisposed of in community bins of municipality at regular basis. Thelaboratory wastes are also disposed taking proper measures. Thewaste water lines from the toilet are connected to the municipaldrainage system. Effluents from the laboratories are also sent tothe municipal drainage system. No hazardous chemical waste andradioactive is generated in the college campus. In the year 2019-20 college has installed a vermi-composting unit to follow waste towealth approach. Portion of biodegradable waste generated in thecollege campus is

utilized in preparation of vermicompost which isproperly 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:

A. Any 4 or All of the above

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

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 it 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 organized 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 Independence Day, NSS Day, College Foundation Day, World Democracy Day, NSS Day, Sharad Utsav, International Women's Day, Basanta Utsav, International Mother language day, Celebration of birth anniversary of Rabindranath Tagore, Kazi Nazrul 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.

07-06-2023 12:33:43

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 andemployees of the Institution of their constitutional obligation.During the commencement of each academic session, the Principal ofthe College delivers an Orientation Lecture to the new batch ofstudents to make them aware of the core values of the Institution.During celebration of Independence Day and Republic Day, thestudents and employees of the Institution are addressed by thePrincipal of the College with the message from the Constitution ofIndia focussing on Preamble, Fundamental Rights and Duties. Themessage also highlights struggle of freedom and importance of Indian Constitution.The NSS units of the College undertakes different kindof activities and teach the students the importance of giving backto the society by believing in the principle of equality, fraternityand societal justice. The students of the college are alsoencouraged to participate in the Youth Parliament Programmeconducted by the Department of Parliamentary Affairs, Government ofWest Bengal. It is noteworthy tp mention here that this year the Electoral literacy Club of the College organisedOnline drawing Competition on Theme: Democracy in India andStudent Awareness Programme on Basic Democratic Procedures.A handbook of values prepared by the institution is uploadedin 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   **D. Any 1 of the above**

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

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. Commemorative 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, Kazi Nazrul Islam, Iswar Chandra Viyasagar was celebrated. This year programme named Sharad Utsav (in online mode) was celebrated to mark the beginning of Durga puja involving students from every background. Apart from that Basanta Utsav was celebrated by the College on account of Holi. The College celebrated International Women's day with theme Break the Bias, Preach the Spirit Of Equality along with Poster competition for Students. The NSS Unit-I & NSS Unit-II of the College have organized Online Quiz Competition on NSS for Students on account of NSS Day. World Environment Day was celebrated with sapling distribution programme by NSS Unit-I & NSS Unit-II of the College along with Documentary Film Presentation on Sundarbans by Department of

Education of the College and EMRC, St. Xavier's College, Kolkata.

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	View File
Any other relevant information	No File Uploaded

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

Name: Thalassemia Awareness and Screening Camp programme

Objective: The objective of the Thalassemia Awareness and Screening Camp programme was to conduct premarital screening for thalassemia for all students and staffs of the College

Context Premarital screening to detect carriers of thalassemia is a significant prevention method of Thalassemia.

Practice: The Thalassemia Awareness and Screening Camp programme was organised by NSS Unit I and Unit II in collaboration Thalassemia Control Unit, Calcutta School of Tropical Medicine, Kolkata on 07/05/2022.

Evidence of Success

Thalassemia screenings done for 30 people were provided reports of their Thalassemia screening and detected carriers were given proper counselling regarding prevention of thalassemia in near future.

Best Practice 2

Name: Nupur Ghosh Memorial Scholarship

Objective: To promote and encourage students of the College to

take up higher studies in their future.

Context: The Scholarship was initiated by the Institution from the donation of Late Smt. Nupur Ghosh, Retired Associate Professor in Philosophy of the College.

Practice

Nupur Ghosh Memorial Scholarship distribution ceremony programme was organized by the College on 28/05/2022.

Evidence of Success

Thirteen students from Science and Humanities (Honours and General) courses were awarded the said Scholarship with an amount of Rs 1000/- for each along with a certificate.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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 14,200/- as raised with contribution from faculty members of the college was donated for Students of Ghoramara Milan Vidyapith, Sagar to Hridikotha and clothes for Widows of Marine Fisherman of Sundarbans (Kakdwip).

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.

1. At the beginning of an academic session an orientation programme is held for the newly admitted students of 1stsemester

2. 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.

3. Number of classes for each topic is decided according to the syllabus and credits (for semester) assigned for each topic and placed before the Routine Sub-Committee.

4. Members of the Routine Sub-Committee prepare the routine which is approved by the Principal duly.

5. College administration provides a well-constructed weekly Routine/Schedule/ time table for each year /semester for UG classes.

6. Teachers prepare their lectures according to the syllabus allotted and classes available.

7. Classes are held according to the schedule under the supervision of the college administration.

8. Departments maintain the detailed record of the classes, assessments, project reports etc.

9. College administration always keeps a watchful eye on the classes, results, departmental proceedings and student needs and also keeps record of the 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)

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 distributed to the students at the time of their admission and also among the teaching and non-teaching staff of 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. Constant stress is laid on independent thinking which would be reflected in their future academic performances. The evaluation norms of the University are strictly followed. The institution undertakes continuous internal assessment programmes through tutorials and internal assessment examinations as instructed by University of Calcutta for students of all semesters.

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/	**C. Any 2 of the above**

certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

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

28

File Description	Documents
Any additional information	[View File](#)
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)

9

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	[View File](#)
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

9

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

9

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 activitiesput its effort to internalize values and ethics among its students.Following both curricular and also co-curricular activities theinstitution tries to provide a holistic education to the students.These programmes not only helps the students to imbibe universalmoral and social values but also sensitize them towards genderissues and environmental sustainability. The programme includes 1. Celebration of International Women's Day, International MotherLanguage day, World Democracy Day 2. Promotion of Environmental education through projects and fieldwork as per the curriculum of Ability enhancement Compulsory Coursein Environmental Studies of CBCS curriculum. 4. The NSS units of the college promotes human values through the activities of the NSS. 5. Preservation of values pertaining to different culture, equality,diversity and gender empowerment through functions like the AnnualProgramme, Observance of Independence Day, Republic Day, University foundation day etc.

Apart from the said programmes the institution has uploaded theHandbook 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

46

File Description	Documents
Any additional information	View File
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	`B. Any 3 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 minutes of the Governing Council, Syndicate, Board of Management (Upload)	[View 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/2023/05/Stakeholders-Feedback-Report-2021_22_NNCW.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

52

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 institution assesses the learning levels of the students and organises special programmes for advanced learners and slow learners. Interactive sessions were held by various faculty members to identify the slow and advanced learners. During the pandemic, the teaching, learning and evaluation began to be conducted online during odd and even semesters. Classes, 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. Special classes were held by teachers to improve their academic competence. Slow learners were constantly encouraged to meet the faculty to upgrade their standards. Students' seminars, webinars, participatory teaching and learning techniques 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. Regular tutorials were taken for formative and summative assessments and Parent-teacher meetings were conducted by every department 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
1011	**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 main academic pursuit is to prepare the students to look beyond classroom teaching and utilise it in the social and professional field. 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. In the year 2021-22 the 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. Seminars and 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 along with audio-visual aids. Special seminars were organised by eminent University and College experts. Quiz, paper presentation and cultural events were conducted 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 teachers use ICT enabled tools for effective teaching-learning process. The pandemic brought about a fundamental change throwing numerous challenges in the educational sector. We witnessed an irreversible learning crisis amidst the pandemic. The colleges were forced to shift to a virtual and blended mode of learning. Information and Communication Technology (ICT) helped us to adapt to new ways of online teaching. The teachers use various ICT tools for gathering and dissemination of knowledge. The use of laptops, computers and projectors along with classes conducted on Google platforms and online webinars have become 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

21

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

285

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 merit and 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. A number of mechanisms have been adopted 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. Painstaking effort is being taken by teachers to rectify the mistakes of the results published and review of the answer scripts as per University norms.

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 isprepared by respective Departments and uploaded in the College Website. Students were made Aware about COs, POs and PSOs ofdifferent discipline by faculties of each and every department atthe beginning of the semester and through orientation programme.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	http://netajinagarcollegeforwomen.in/wp-content/uploads/2023/05/PO-PSO-CO-NNCW_2021-22_compressed.pdf
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 theUniversity of Calcutta for all its subjects. Programme outcomes ofdifferent streams are set for the current academic year based on theprevious year academic performance. The final outcome of the courseis evaluated through the performance of the students that isanalysed at the end of each semester examination. Course Outcomes ofindividual courses are evaluated considering the student performancein the internal and University examination. Attainment level ismeasured 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

158

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	**No File Uploaded**
Paste link for the annual report	http://netajinagarcollegeforwomen.in/wp-content/uploads/2023/05/ANNUAL-REPORT-OF-RESULTS-NNCW_2021-22.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/2023/05/STUDENT-SATISFACTION-SURVEY-2021-22_NNCW-1.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

30

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

11

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 carryout 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. This year (2021-22) NSS Unit-I and NSS Unit-II of the College organized various programmes which include Thalassaemia Awareness and Screening Camp programme in collaboration Thalassaemia Control Unit,

Calcutta School of Tropical Medicine, Kolkata on 07/05/2022 for the benefit of Students, Teachers and Non-Teaching staff of the College, Campus cleaning programme on 31/3/2022, Plantation Programme on 27/04/2022 and Sapling distribution programme on 12/6/2022. Apart from that during Covid times NSS Unit-I and NSS Unit-II of the College conducted online quiz contest for students on NSS day 24th of September 2021. 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	http://netajinagarcollegeforwomen.in/wp-content/uploads/2023/05/NSS-ACTIVITIES-2021-22.pdf
Upload any additional information	View File

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

5

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
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

221

File Description	Documents
Report of the event	View File
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 equiped 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 a computer roomequipped 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/LINK_4.1.3.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)

23.30

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 donefrom Bengal library Association in the year 2016

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	http://netajinagarcollegeforwomen.in/wp-content/uploads/2023/05/4.2.1_2021_22.pdf

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

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

5

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

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 moderndesktops, one printer and wifi facilities. The institution has onesmart classroom with audio-visual facilities, smart board and wificonnection. All the floors of the College are enabled with internetfacilities and all science laboratories, office, teacher's room areprovided 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)
23.3

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 Secondfloor) were constructed last year from grants received from RUSA2.0. College fund is utilized for minor repair works and renovations on regular basis. Building subcommittee supervises overall maintenance that includes electrical facilities and matters relatedto cleanliness.

Laboratory: Our College has 11 well equipped science laboratories (Botany-2, Chemistry-1, Environmental Science-1, Foodand 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 perprescribed syllabus.

Library: College library comprises nearly10,000 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 Sub-committee ensures up gradation of the library

through Automationand digitization. Sports and Cultural
Activities: Are conducted under the guidance of Sports and
games development subcommittee and cultural subcommittee.

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

161

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<u>View File</u>
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)	<u>View File</u>

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

13

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 institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills   **E. none of the above**

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   **C. Any 2 of the above**

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

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

0

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	**No File Uploaded**

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

38

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

0

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 thefollowing academic and administrative bodies/committees of theinstitution 1. Hostel Subcommittee 2. Sports Subcommittee 3.Kanyashree Club 4. NSS Units 5. Cultural Subcommittee etc. The students actively participated in various online/offline cultural programmes, for eg. they celebrated Sharad Utsav, Basanta Utsav,RabindraJayanti, Nazrul Jayanti. Students participated in various seminars/webinars/programmes organised by IQAC and different departments of the college. They also actively participated inessay writing and in Quiz competition in offline/online mode. 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 helpinghands 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

4

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

There is no registered alumni association of the College.

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 follows a democratic and participative mode of governance with Governing Body, Head of the Institution, Heads of Departments and Conveners of various committees, Faculty members and Staff in implementing the institutional policies. 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.

- The Institutional management is participatory and decentralized.
- The effective leadership comprises of the Principal, IQAC, Heads of Departments and Conveners of various committees leads collectively for establishing a

conduciveacademic atmosphere in the institute.

- Principal, who is the academic head of the institution, focuses on the holistic growth of all stakeholders to fulfil 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 cocurricular activities to be conducted in 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 thedepartment 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.

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

Perspective plan of 2020-21 effectively deployed in the year 2021-2022.

Teaching and Learning: The Institute follows an academic calendar for all its academic activities. The timetable was revised to make it more learners centric & to enhance the lecture period duration. All faculty members prepared the course materials for the courses they were teaching before commencement of each semester. The students were provided course outlines and course schedules prior to the

commencement of the academic session. In order to teach the students in a more illustrative way, teachers use Smart Boards, laptops, LCD projectors in the classroom. For academic progression of the students, remedial coaching and extra classes were conducted. Department organised departmental seminars and educational trips.

Examination and Evaluation: An examination subcommittee had been set up by the Teacher's Council for the effective implementation of the evaluation system. Examination and evaluation in terms of class test, tutorials, Internal Assessment were conducted throughout the year to monitor the students. The answer scripts of such tests were shown to the students. Queries and doubts were resolved satisfactorily. Final Semester University examinations were conducted 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 WestBengal. However, the administration of Netaji Nagar College forWomen is the responsibility of the principal, who is directlyaccountable to the Department of Higher Education. Rules andRegulations are formed for efficient management of administrativework and proper functioning of the Institution. The institution hasseveral 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 andadministrative 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 WestBengal Higher Education Department and

College Service Commissions.Requisitions for faculty and staff recruitment are promptlysubmitted to the West Bengal College Service Commission and to theEducation Directorate whenever vacancies arise. Faculty and staffare recruited transparently as per Government norms /rules (WrittenExam 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/2023/04/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	**No File Uploaded**
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 and non-teaching staff- i)Group Insurance-Faculty members get the benefit of a group insurance cover at a low cost. ii) Provident Fund- All teachers have to 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. 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 andpaternity leave as per the government regulations

vi) Medical Leave, Earned Leave, Casual Leave vii) Puja Bonus for State Aided College Teachers and non-teaching staff

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

0

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

08

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	No File Uploaded

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 (CharteredAccountants), 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

IQAC has contributed significantly for institutionalizing quality assurance strategies and processes.

The two examples of institutional initiatives are:

1. **Academic Performance Audit by IQAC to increase and maintain the quality education.**

   - **Academic Sub-Committee is set up for this purpose to review the academic progress.**
   - **Academic Calendar and Timetable is prepared.**
   - **Conduct of teaching Performa to monitor the regular delivery of lectures.**

- **The academic monitoring was done through Monthly Self Appraisal Report of the faculty member.**
- **IQAC records the Remedial, tutorial and Student Mentoring classes.**
- **IQAC takes feedback from the outgoing students and gives a report to the principal.**

1. **Cultural Activities**

- **Participation of students in 'Debate Competition'.**
- **Participation of students in 'Essay Competition'.**
- **Celebration of International Women's Day with an important issue / theme.**
- **Celebration of Birth and Death anniversaries of Kabiguru Rabindranath Tagore, Ishwar Chandra Vidyasagar and other National Leaders and Social Reformers.**
- **Participation of students in 'Tree plantation programme'.**

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

1.Student's feedback on faculty, teaching learning process and evaluation: 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. Faculty members fill up the academic performance sheet on monthly basis and submit it to the IQAC Coordinator for

verification. IQAC Coordinator reviews it and gives necessary
suggestions, if required, and informs the principal on
monthly basis.

3.ICT enabled technology in teaching-learning process: To
achieve this goal LCD Projectors were installed in
laboratories & classrooms. Digital classrooms and
laboratories are made available in the

institute. ICT methods used by faculties for effective
teaching learning are Zoom App, YouTube, Google Meet, etc.

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 securityissues of girl students. The institution has Anti ragging cell, Antisexual harassment cell and Legal counselling cell to activelysupport to resolve any gender issue.The institution is guarded bysecurity personnel, the college and hostel campus is under CCTV surveillance and all students are provided with ID cards. TheGrievance Redressal committee of the institution comprises femalefaculty members and is working effectively. The Anti-ragging committee makes immediate response of ragging incidents.Suggestion/complaint boxes are made available for the students andfaculties to drop in their cause of concern in the form of a writtencomplaint. The institution has a well-defined student counselingsystem. Each faculty members have mentor specific number ofstudents. Students meet their mentors for any grievances- regardinggender related personal problems, general issues, lack offacilities, academics, cultural etc. Common rooms for girls areprovided in the institute.Sanitary pad vending machines are placedin women restrooms. The Student welfare sub-committee of theTeacher's Council is constituted for welfare of the girl students invarious circles. The Student welfare sub-committee of the Teacher'sCouncil 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/2023/05/7.1.1-ANNUAL-GENDER-SENSATIZATION-PLAN-2021-22-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/2023/05/NNCW-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 differenttypes of waste generated in the campus. The college has systematically developed a mechanism to segregate and dispose ofdifferent 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 isdisposed of in community bins of municipality at regular basis. Thelaboratory wastes are also disposed taking proper measures. Thewaste water lines from the toilet are connected to the municipaldrainage system. Effluents from the

laboratories are also sent tothe municipal drainage system. No hazardous chemical waste andradioactive is generated in the college campus. In the year 2019-20 college has installed a vermi-composting unit to follow waste towealth approach. Portion of biodegradable waste generated in thecollege campus is utilized in preparation of vermicompost which isproperly 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	<u>View File</u>
Policy documents and information brochures on the support to be provided	<u>View File</u>
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	<u>View File</u>

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 it 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 organized 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 Independence Day, NSS Day, College Foundation Day, World Democracy Day, NSS Day, Sharad Utsav, International Women's Day, Basanta Utsav, International Mother language day, Celebration of birth anniversary of Rabindranath Tagore, Kazi Nazrul 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)	<u>View File</u>
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 andemployees of the Institution of their constitutional obligation.During the commencement of each academic session, the Principal ofthe College delivers an Orientation Lecture to the new batch ofstudents to make them aware of the core values of the Institution.During celebration of Independence Day and Republic Day, thestudents and employees of the Institution are addressed by thePrincipal of the College with the message from the Constitution ofIndia focussing on Preamble, Fundamental Rights and Duties. Themessage also highlights struggle of freedom and importance of Indian Constitution.The NSS units of the College undertakes different kindof activities and teach the students the importance of giving backto the society by believing in the principle of equality, fraternityand societal justice. The students of the college are alsoencouraged to participate in the Youth Parliament Programmeconducted by the Department of Parliamentary Affairs, Government ofWest Bengal. It is noteworthy tp mention here that this year the Electoral literacy Club of the College organisedOnline drawing Competition on Theme: Democracy in India andStudent Awareness Programme on Basic Democratic Procedures.A handbook of values prepared by the institution is uploadedin the college website.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<u>View File</u>
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. Commemorative 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, Kazi Nazrul Islam, Iswar Chandra Viyasagar was celebrated. This year programme named Sharad Utsav (in online mode) was celebrated to mark the beginning of Durga puja involving students from every background. Apart from that Basanta Utsav was celebrated by the College on account of Holi. The College celebrated International Women's day with theme Break the

Bias, Preach the Spirit Of Equality along with Poster competition for Students. The NSS Unit-I & NSS Unit-II of the College have organized Online Quiz Competition on NSS for Students on account of NSS Day. World Environment Day was celebrated with sapling distribution programme by NSS Unit-I & NSS Unit-II of the College along with Documentary Film Presentation on Sundarbans by Department of Education of the College and EMRC, St. Xavier's College, Kolkata.

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	View File
Any other relevant information	No File Uploaded

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

Name: Thalassemia Awareness and Screening Camp programme

Objective: The objective of the Thalassemia Awareness and Screening Camp programme was to conduct premarital screening for thalassemia for all students and staffs of the College

Context Premarital screening to detect carriers of thalassemia is a significant prevention method of Thalassemia.

Practice: The Thalassemia Awareness and Screening Camp programme was organised by NSS Unit I and Unit II in collaboration Thalassemia Control Unit, Calcutta School of Tropical Medicine, Kolkata on 07/05/2022.

Evidence of Success

Thalassemia screenings done for 30 people were provided reports of their Thalassemia screening and detected carriers were given proper counselling regarding prevention of

thalassemia in near future.

Best Practice 2

Name: Nupur Ghosh Memorial Scholarship

Objective: To promote and encourage students of the College to take up higher studies in their future.

Context: The Scholarship was initiated by the Institution from the donation of Late Smt. Nupur Ghosh, Retired Associate Professor in Philosophy of the College.

Practice

Nupur Ghosh Memorial Scholarship distribution ceremony programme was organized by the College on 28/05/2022.

Evidence of Success

Thirteen students from Science and Humanities (Honours and General) courses were awarded the said Scholarship with an amount of Rs 1000/- for each along with a certificate.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	[View File](#)

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 14,200/- as raised with contribution from faculty members of the college was donated for Students of Ghoramara Milan Vidyapith, Sagar to Hridikotha and clothes for Widows of Marine Fisherman of Sundarbans (Kakdwip).

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

Installation of Solar Panels.

Faculty exchange with other educational institution.

Conduction of Green audit of the college and hostel campus.

Organising Seminar on Women empowerment,Environmental Sustainability and Carrer opurtunities.

Organising College level debate competition on relevant topics.

Enhancement of infrastructural facilities from RUSA fund.

To purchase new books and journars for College Library

To increase the speed of internet connectivity throughout the College Campus.