



## YEARLY STATUS REPORT - 2022-2023

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	Netaji Nagar College for Women
• Name of the Head of the institution	Dr. Tapan Kumar Ghosh
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	913324116711
• Mobile No:	9874325889
• Registered e-mail	netajinagarwomen@yahoo.com
• Alternate e-mail	iqac.nncw.cal@gmail.com
• Address	170/13/1 N.S.C Bose Road
• City/Town	Kolkata
• State/UT	West Bengal
• Pin Code	700092
<b>2.Institutional status</b>	
• 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																		
<b>3. Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2023/06/AQAR-21-22.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2023/06/AQAR-21-22.pdf</a>																		
<b>4. Whether Academic Calendar prepared during the year?</b>	Yes																		
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/02/2022-2023-Academic-Calendar.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/02/2022-2023-Academic-Calendar.pdf</a>																		
<b>5. Accreditation Details</b>																			
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>C++</td> <td>67.5</td> <td>2007</td> <td>31/03/2007</td> <td>30/03/2012</td> </tr> <tr> <td>Cycle 2</td> <td>B+</td> <td>2.58</td> <td>2016</td> <td>02/12/2016</td> <td>01/12/2021</td> </tr> </tbody> </table>		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
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Cycle 2	B+	2.58	2016	02/12/2016	01/12/2021														
<b>6. Date of Establishment of IQAC</b>	07/02/2015																		
<b>7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>																			
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<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>	
<b>9.No. of IQAC meetings held during the year</b>	<b>5</b>	
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>No</b>	
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<ul style="list-style-type: none"> <li>• 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 on 19.07.2022. In this program, students were well informed about the rules and regulations and Code of Conduct of the college. Students were also informed about Academic Calendar, different scholarship details, Career Counseling Cell, Grievance Redressal Cell, Anti-ragging cell, Legal Counselling Cell, Psychological Counselling cell and NSS Units of the College.</li> <li>• IQAC organised Career Counselling Seminar in association with Frankfinn India on 18/11/2022.</li> <li>• IQAC organised Inter-College Debate Competition on Theme:-Social Media: A Hindrance to Creative Development of Student Community on 29/11/2022.</li> <li>• IQAC organised Seminar on Renewable Energy Resources and Sustainable development on 16/12/2022. The speaker of the programme was Dr. Sibnath Maity, Former Director and Ex-Chief Scientist, CSIR-Central Mechanical Engineering Research Institute, Durgapur, West Bengal.</li> <li>• Department of Education of the College and IQAC organised a University Level Seminar on Gender Equality 19/12/2022. The Speaker of the seminar was Professor (Dr.) Sridipa Sinha, Department of Education,</li> </ul>		

University of Calcutta. • IQAC organised Digital Literacy Workshop on 23.12.2022 and one day Career Counselling Seminar on 23.03.2023 in association with Anudip Fundation for Social Welfare, Kolkata.

## 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: Dr. Mazhar Shamsi Anasry, Refresher Course: Dr. Arijit Ghosh, Dr Pradip Thakur, Dr. Moumit Roy Goswami
To take proper initiatives to process all the relevant documents for CAS to Education Directorate, Government of West Bengal	Dr. Nilimpa Ghosh, Dr Shabana haydar , Sri Mritunjoy Chakraborty from from stage 2 to Stage 3, Smt. Debarati Maity from stage 1 to Stage 2
To take proper initiatives to process all the relevant documents for Academic Enhancement of faculty Members	1. Sri Nowsad Sheikh of Department of Film Studies granted NOC for pursuing Ph.D from University of Kalyani, West Bengal
To take initiative to publish Academic Calendar	Academic Calendar was prepared and uploaded in College Website
Motivating the teachers to write and publish research articles in Journals/Books/Book chapters	The teachers of the College published 19 articles and 17 Book Chapters in various Journals and books (National and International)
To take initiative to conduct Career Counselling programmes for Students	1. IQAC organised Career Counselling Seminar in association with Frankfinn India on 18/11/2022. 2. IQAC organised one day Career Counselling Seminar on 23/03/2023 in association with Anudip Foundation for Social Welfare, Kolkata
To take initiative to conduct Programmes on importance of	IQAC organised Digital Literacy Workshop on 23.12.2023 in

digital literacy for students	association with Anudip Foundation for Social Welfare, Kolkata.
To take initiative to conduct Programmes including debates/essay writing/Quiz etc. for students	IQAC organised Inter-College Debate Competition on Theme:-Social Media: A Hindrance to Creative Development of Student Community on 29/11/2022.
To take initiative to conduct Seminars on Energy conservation and Sustainable Development	IQAC organised Seminar on Renewable Energy Resources and Sustainable development on 16/12/2022. The speaker of the programme was Dr. Sibnath Maity, Former Director and Ex-Chief Scientist, CSIR-Central Mechanical Engineering Research Institute, Durgapur, West Bengal.
To take initiative to conduct Seminars on Gender Equality	Department of Education of the College and IQAC organised a University Level Seminar on Gender Equality 19/12/2022. The Speaker of the seminar was Professor (Dr.) Sridipa Sinha, Department of Education, University of Calcutta.
To take initiative to conduct Programmes on Psychology/stress management/mental Health etc.	IQAC, Gayatri Chetna Foundation, Kolkata George Group of Colleges organised Workshop on Clinical Psychology on 22.12.2022

<b>13. Whether the AQAR was placed before statutory body?</b>	Yes
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- Name of the statutory body

Name	Date of meeting(s)
Governing Body	10/02/2024

<b>14. Whether institutional data submitted to AISHE</b>
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Year	Date of Submission
2022-23	27/02/2024

### 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. This year Job Oriented Career Counseling Session were organized by the College in Collaboration with Anudip Foundation for Social Welfare and Frankfin India 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 International Mother Language Day, Rabindra 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.

**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:**

The teachers of the College follow blended mode of education including both online and offline. Online classes are conducted through google meet and zoom platform. Some of the Assignments and evaluations are also done online. Teachers of this institution regularly participate in faculty developments programs, Faculty Induction Courses, Refreshers Courses conducted online. The digital literacy workshop for students were conducted online in collaboration with Anudip Foundation for Social Welfare.

**Extended Profile**

<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>394</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>651</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>394</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	<b>293</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>53</b>
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	<b>28</b>



Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	25
4.2 Total expenditure excluding salary during the year (INR in lakhs)	23.93
4.3 Total number of computers on campus for academic purposes	21

## 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.

- At the beginning of an academic session an orientation programme is held for the newly admitted students of 1st semester
- 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.
- Number of classes for each topic is decided according to the syllabus and credits (for each semester)
- Members of the Routine Sub-Committee prepare the routine which is approved by the Principal duly.
- Classes are held according to the schedule under the supervision of the college administration.
- Departments maintain the detailed record of the classes, assessments, project reports, field visit reports etc.
- The College has also collaborated with two colleges through

MoU and has started faculty exchange programme for better and diverse curriculum delivery.

- 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	<a href="#">View File</a>
Link for Additional information	Nil

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

Netaji Nagar College for Women is an affiliated institution of University of Calcutta. As an affiliated institution, the college strictly adheres to academic guidelines provided by University of Calcutta.

- Following the academic guidelines as provided by the University, the academic calendar is prepared at the very beginning of the session and the detailed layout of the teaching process (including Class schedule, Examination, Field visits, list of holidays etc.) is depicted in the academic calendar. The academic calendar is also uploaded in institution website. .
- The institution ensures that the students have effective learning experiences through innovative learning methodologies.
- Group discussions in classes and also virtual platforms are arranged among the students in every department on topics related to the syllabus taught in the class.
- Academic support is rendered in the form of advice to students for preparation of presentations on the various topics in every semester.
- Constant stress is laid on independent thinking which would be reflected in their future academic performances.
- The examination and 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	<a href="#">View File</a>
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.** **C. Any 2 of the above**  
**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**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 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	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

20

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

20

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**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 has endeavoured to include socially relevant crosscutting issues such as gender, ethical conduct, environment and sustainability into the curriculum at all times, aligning them with program and course outcomes. Besides, almost each program of the CBCS as designed by the University of Calcutta and hence followed by the college, incorporates them in the curricula. A socially responsible attitude, healthy lifestyle, gender sensitisation, human rights and constitutional awareness, professional ethics, environmental awareness, sustainability, and disaster management are some of the crosscutting issues that are promoted through seminars,

invited lectures, sports and cultural activities throughout the year.

Curricula of the following subjects of the cross-cutting issues:

Course

Cross-cutting issues

Environmental Science

Renewable Energy, sustainable Development

Zoology

Ecology and Ecosystem

Botany

Bioethics, Conservation of Biodiversity, Microbes in quality of Environment

Economics

1.Sustainable Development

2. Environmental Economics

3. Gender Inequality

Education

Inclusive Education, Human Rights, Women Education

English

Women Empowerment, Domestic Violence

Chemistry

Green Chemistry

Food and Nutrition

Community Nutrition, Health Education

**History****Social and Gender Inequalities****Philosophy****Indian and Western Ethics, Environmental Ethics****Political Science****Gender and Politics, Violence against Women, Indian Constitution and Citizenship, Human Rights****Physiology****Community and Public Health****Bengali****Socio-political scenario in Bengal**

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	<a href="#">View File</a>

**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	<a href="#">View File</a>
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)	<a href="#">View File</a>

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

45

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 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	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	No File Uploaded

#### 1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/02/STAKEHOLDERS-FEEDBACK-REPORT_2022_23-signed.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/02/STAKEHOLDERS-FEEDBACK-REPORT_2022_23-signed.pdf</a>

### 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	<a href="#">View File</a>

##### 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

47

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

#### 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 evaluates students' learning abilities and arranges



necessary programs for advanced and struggling learners. Faculty members conducted interactive sessions to identify students' varying paces of learning. Teaching, learning, and assessments were conducted throughout the academic year, utilizing physical classes and various online platforms. Special attention was given to ensuring students grasped the syllabus adequately, with teachers offering additional courses to enhance academic skills. Various faculty members held interactive sessions to identify the slow and advanced learners. Support was consistently provided to slower learners, with encouragement to engage with faculty to improve standards. Various departments organized seminars and interactive teaching methods to facilitate advanced learning and support struggling students in comprehending course materials. Additionally, regular tutorials and theoretical classes were conducted by departments, supplemented by formative and summative assessments. Parent-teacher meetings were held to evaluate students' progress. Teaching, learning, and evaluation were done in all semesters. The faculty members used classes, various online platforms to conduct lectures and other academic activities to cater to the students' basic understanding of the syllabus and assess their learning levels. Teachers held special classes to improve the students' academic competence. The slow learners were encouraged to meet the faculty regularly to upgrade their standards.

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
651	53

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

Our overarching aim is to mentor and prepare students for their

learning beyond the classroom and in real-world scenarios. We are committed to providing a student-centered approach to education, using experiential learning, participatory learning, and problem-solving methodologies to enhance their learning experiences. All departments organize seminars, workshops, and webinars to encourage students to develop their problem-solving skills. Our ultimate goal is to guide and prepare students academically and professionally so that they can succeed in the future. To achieve this, we use innovative and interactive teaching methods, including audio-visual aids, and invite renowned experts to conduct specialized seminars. We also organize cultural events, quizzes, and paper presentations that promote interactive learning and independent thinking among students both academically and professionally, ensuring they garner recognition in their future endeavors. Various innovative student-centered methodologies were implemented, complemented by audio-visual aids. Students from various departments also participated in the seminars organized by the other institutions. Distinguished experts from universities and colleges were invited to conduct specialized seminars. Additionally, events like quizzes, paper presentations, arts and crafts, and cultural activities were orchestrated, emphasizing student engagement and the cultivation of interactive learning and independent thinking skills essential for their future growth.

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

Our teachers have fully embraced the power of Information and Communication Technology (ICT)-enabled tools to enhance the efficiency and effectiveness of the teaching and learning process. Laptops, computers, projectors, and Google platforms are now widely used to impart education, and virtual classes facilitated by ICT-enabled tools have revolutionized learning, making it more accessible to all. Our teachers are highly skilled, and their expertise has been further honed through refresher and orientation courses that include hands-on activities and virtual sessions. We take immense pride in providing our students with the best possible education by combining traditional teaching methods with cutting-edge technology. Teachers go beyond the confines of the classroom

and college hours by leveraging technology to send assignments, question sheets, and quizzes and share video and audio resources via email, WhatsApp, Google Forms, and other platforms, supplementing the materials and enriching the overall learning experience

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

### 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

53

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

28

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

### 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

25

File Description	Documents
Any additional information	No File Uploaded
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)	<a href="#">View File</a>

### 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

240

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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 internal assessment mechanism adopted by the University of Calcutta is highly robust and transparent, with a consistent and frequent evaluation process. Following the CBCS pattern, the University entrusts colleges with conducting a significant part of the internal assessment, which includes continuous evaluation of students based on attendance, class response, tutorials, project-based home assignments, and term papers. The internal assessment process is continuous. Regular and periodic assessments are conducted through tests, home assignments, quizzes, etc. Class tests are conducted using multiple-choice questions (MCQs). Our institution and many departments of our college even provide incentives to students with excellent merit and attendance records by awarding them prizes

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 exam-related grievance cell provides a robust platform for students to report any issues they face during their exams. We have implemented a number of efficient and transparent mechanisms that help us address various internal exam-related issues in a timely and effective manner. Our team of highly experienced teachers is fully equipped to handle any challenges that may arise. We are committed to rectifying any mistakes in the published results and reviewing answer scripts as per the University norms. We leave no stone unturned to ensure that our students receive the best possible support and assistance.

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.

The institution takes great care in preparing Course Outcomes (COs) for all courses offered and ensures they are uploaded to the College Website. To make sure that students are fully aware of the COs, Program Outcomes (POs), and Program Specific Outcomes (PSOs) of different disciplines, faculty members from each department take the initiative to educate students at the beginning of each semester and through the orientation program. Assessment of learning outcomes is effectively carried out through regular feedback and surveys from students. Students are fully informed and well-versed about the concepts of POs and COs in class.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2023/05/PO-PSO-CO-NNCW_2021-22_compressed.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2023/05/PO-PSO-CO-NNCW_2021-22_compressed.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

Our institution is committed to providing our students with the highest quality education by strictly following the syllabi provided by the University of Calcutta for all subjects. We establish program outcomes for different streams based on the previous year's academic performance to ensure that our students achieve their desired outcomes. At the end of each semester examination, we analyze the performance of our students to evaluate the final outcome of the course. By considering our students' performance in both internal and university examinations, we assess the course outcomes of individual courses to provide them with the best opportunities to succeed. Our attainment level is measured by the percentage of students who score the set percentage of marks, and we are confident that our students consistently meet and exceed our high standards.

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

205

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/02/ANNUAL-REPORT-OF-RESULTS-2022_23.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/02/ANNUAL-REPORT-OF-RESULTS-2022_23.pdf</a>

## 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/2024/03/NNCW\\_STUDENTS-SATISFACTION-SURVEY\\_2022\\_23.pdf](http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/NNCW_STUDENTS-SATISFACTION-SURVEY_2022_23.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	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**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)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="http://www.serb.gov.in">www.serb.gov.in</a>

### 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

5

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

19

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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

17

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

In the academic year 2022-23, our college's two NSS units, Unit-I and Unit-II, organised a campus cleaning event on 19th May 2023. This initiative aimed not only to foster hygiene but also to curtail the spread of diseases, recognizing cleanliness as a cornerstone of civilized societies. Aligned with the government's Clean India campaign, 72 enthusiastic volunteers from both units participated in this endeavour.

Beyond campus cleanliness, these NSS volunteers pledged their commitment to further initiatives such as plantation and sapling distribution programs. Their dedication extended beyond the college grounds; actively engaging in various welfare programs, they contributed to the social, academic, and economic upliftment of nearby slum dwellers residing at 144 and 188 Asoke Avenue, as well as 16 Khanpur Road.

Through their collective efforts, these NSS units not only fulfilled their mandate of community service but also instilled values of empathy and social responsibility among the student body. This holistic approach to social engagement reflects the college's commitment to nurturing well-rounded individuals who actively contribute to societal welfare.

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
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

1

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

### 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

72

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

2

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
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

2

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

## 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:** The College is having a total of thirteen laboratories of eight departments. The laboratories are fully equipped with instruments for smooth conduction of practical classes.

**Conference Room:** The College is having a conference room with audio-visual facilities is in place for regular use.

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

**Computer Room:** The College has a computer room equipped with modern desktops, printer and wifi facilities.

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

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

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.

Co-curricular and extra-curricular activities are conducted at regular intervals. The College auditorium is used for extracurricular activities like cultural functions, orientation programmes, medical camps and seminars. The cultural subcommittee 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	<a href="#">View File</a>
Paste link for additional information	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2022/05/LINK_4.1.3.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2022/05/LINK_4.1.3.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

23.93

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)	<a href="#">View File</a>

## 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): Fully

Version: 3.1

Year of Automation: 2017

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

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

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)	<a href="#">View File</a>

### 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)	<a href="#">View File</a>

### 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

2

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

## 4.3 - IT Infrastructure

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

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

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

**4.3.2 - Number of Computers**

27

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

**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	<a href="#">View File</a>

**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)**

23.93

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)	<a href="#">View File</a>

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.

College fund is utilized for minor repair works and renovations on regular basis. Building subcommittee supervises overall maintenance that includes electrical



facilities and matters related to cleanliness.

**Laboratory:** Our College has 13 well equipped science laboratories (Botany-2, Chemistry-1, Environmental Science-2, Food and Nutrition-1, Physiology-2, Physics-1 Zoology-3, Film studies-1). Apart from purchase of new instruments from time to

time, College provides recurring expenses to different departments to ensure smooth running of the laboratory experiments as per prescribed syllabus.

**Library:** Our College library is equipped with nearly 10,000 text books and 1500 Reference books, Journals Magazines, Daily Newspapers etc. The library resources are regularly used by our teachers and students. CCTV has been installed to guarantee safety and security of the books. Library Subcommittee ensures up gradation of the library through Automation and digitization.

**Sports and Cultural Activities:** The Sports and games development Subcommittee along with the cultural subcommittee of the College takes care of the sports and cultural activities of the College.

**Computers and ICT:** Apart from regular purchases, Annual contract is given for maintenance of IT infrastructure and computers.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

160

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

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)	<a href="#">View File</a>

**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**

**D. 1 of the above**

File Description	Documents
Link to institutional website	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/1.-IYDC-23-SGDSC-NNCW-1.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/1.-IYDC-23-SGDSC-NNCW-1.pdf</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

96

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

96

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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

4

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 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

41

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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**

6

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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.**

1

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
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)	<a href="#">View File</a>

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

Students of the College are involved actively in various activities of the college and there is representation of students in the following academic and administrative bodies/committees of the institution 1. Hostel Subcommittee 2. Sports Subcommittee 3. Kanyashree Club 4. NSS Units 5. Cultural Subcommittee etc. The students actively participated in various cultural programmes, for eg. they celebrated Sharad Utsav, Basanta Utsav, Rabindra Jayanti, Nazrul Jayanti. Students participated in various seminars/webinars/programmes organised by IQAC and different departments of the college. They also actively participated in

debate competition and in annual sports of the College. Students of the college are very much enthusiastic and always show their keen interest in different cultural programmes, indoor and outdoor sports, NSS camp and always extend their helping hands in solving different problems of Women's Hostel.

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

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

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

10

File Description	Documents
Report of the event	<a href="#">View File</a>
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)	<a href="#">View File</a>

## 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 E. <1Lakhs  
(INR in Lakhs)**

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.

"Women Education: From Enlightenment to Empowerment" is dedicated to elevating women's education, transcending enlightenment to empower. "Knowledge to Wisdom: Perception to application, institution-society integration, nurturing perpetual gratitude" aspires to apply knowledge wisely, integrate the institution with society, and cultivate enduring gratitude. "Moulding Personality: Changing for success and acceptance" underscores the institute's dedication to shaping adaptable individuals for success and societal acceptance.

**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 fosters democratic governance, involving the Governing Body, Head, Department Heads, Committee Conveners, faculty, and staff in policy implementation. Strong leadership propels innovative initiatives aligned with the institution's vision.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The institution embraces a participatory and decentralized management approach, led by effective leadership comprising the Principal, IQAC, Heads of Departments, and Conveners of different sub-committee. Together, they work collaboratively with the Principal to create a conducive academic atmosphere, focusing on the holistic growth of stakeholders to realize the institution's vision and mission.

Regular departmental meetings were held to discuss academic policies, curriculum updates, and resource allocation. Academic Sub-committee had a significant role in shaping academic programs and initiatives, ensuring that diverse perspectives were considered. The institution also implemented participative management in administrative matters, involving staff members in decision-making processes related to operational efficiency, resource utilization, and workplace policies.

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

This shift towards decentralization and participative management not only enhanced the efficiency of decision-making but also promoted a sense of ownership and accountability among faculty and staff. The institution observed improved collaboration, innovation, and morale as a result. This case study underscores the positive impact of decentralization and participative management on institutional dynamics, fostering a more inclusive and effective leadership approach.



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

The Institution's Strategic Plan prioritizes academic excellence, curricular development, and the enhancement of co-curricular and extracurricular activities. Through participative management and strategic planning, all college activities are meticulously organized. These policies are implemented through various committees, vigilantly monitored by the Governing Body and Principal. The Finance and Building sub-committee have formulated a comprehensive plan for new constructions, renovations, and resource procurement. Strategic planning for the remaining RUSA grant aims at maximizing its utilization for sanctioned objectives and institutional growth.

#### Plan Elements: 1. Teaching and Learning:

- Department heads organize meetings to distribute syllabi among faculty, ensuring alignment with the academic calendar.
- Various teaching methodologies are employed, including practical demonstrations, seminars, educational excursions and post-COVID technological tools.
- Students receive course materials and schedules at the session's start, with a focus on engagement and support through remedial and mentoring classes.

#### 2. Examination and Evaluation:

- Teachers acquaint students with evaluation procedures during course orientation.
- Continuous internal assessments, including class tests, quizzes, regular evaluations, sharing of answer scripts, and resolution of queries, are instrumental in preparing students for university exams.
- The college acts as an external examination centre, facilitating smooth examination processes.
- Faculty members serve as invigilators and examiners, ensuring

evaluation integrity and student compliance.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
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.

The college's organizational structure comprises two main segments: Academic and Administrative. The Governing Body, the highest decision-making entity, plays a pivotal role, including the Principal, teaching and non-teaching staff, student representatives, government, and university nominees. Active collaboration occurs among the Governing Body, Principal, Internal Quality Assurance Cell (IQAC), Heads of Departments, Conveners of various committees, and both teaching and non-teaching staff.

The Governing Body formulates policy decisions, while the Principal, in consultation with the IQAC and department heads, makes essential administrative decisions. Netaji Nagar College for Women operates under the governance of the Higher Education Department of West Bengal, with the Principal being directly accountable to the Department of Higher Education. Rules and regulations are established to manage administrative tasks efficiently and ensure proper functioning.

The Principal, IQAC Coordinators, Heads of Departments, Conveners of different committees, and office staff collaborate to monitor and implement the institution's strategic plan and policies. Appointment and service rules follow guidance from the West Bengal Higher Education Department and College Service Commissions, with transparent recruitment procedures for faculty and staff, including written exams and viva voce interviews, promptly submitted to the relevant authorities.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2023/06/Organogram-of-NNCW-1.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2023/06/Organogram-of-NNCW-1.pdf</a>
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	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

## 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:

**Group Life Insurance:** Extended coverage is provided for both teaching and non-teaching staff.

The general provident fund facility is available to all staff members appointed to substantive posts. Staff members have the option to obtain loans from the Provident Fund in accordance with government regulations.

**Staff Credit Co-Operative Society:** Both teaching and non-teaching staff as members, can borrow funds as loans from the Co-Operative Society, to be utilized for a useful purpose.

**West Bengal Health Scheme:** Improved medical facilities are offered

to all teaching and non-teaching staff and their dependents.

Both teaching and non-teaching staff are entitled to Maternity and Paternity Leave in accordance with government regulations. Additionally, they can utilize various types of leave, such as Medical Leave, Earned Leave, Casual Leave, and Childcare Leave.

**Puja Bonus:** The college's casual staff received an ex-gratia bonus from the college fund during Durga Puja Festival. Non-teaching staff and State Aided College Teachers receive an additional bonus during Puja from State Government.

**Retirement Benefits:** Pensions, Gratuity, and Leave Encashment.

**Academic Development:** Faculty members are encouraged to participate in workshops, Faculty Development Programs (FDP), and seminars for academic and professional growth.

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)	<a href="#">View File</a>

### **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)	<a href="#">View File</a>

#### 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

5

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	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

**Teaching Staff:** The assessment of teaching faculty performance adheres to UGC regulations and State Government directives. Concurrently, the institution employs a Self-Appraisal Report system for monitoring the performance of teaching staff. This report

encompasses details such as class teaching, examination-related duties, academic and administrative responsibilities, and participation in refresher/orientation courses, workshops, and Faculty Development Programs (FDPs). The IQAC (Internal Quality Assurance Cell) has devised an Academic Performance Sheet for faculty members, which they complete monthly and submit to the IQAC Coordinator for verification. The coordinator reviews the sheet, provides necessary suggestions if needed, and communicates the findings to the principal monthly. The IQAC manages a comprehensive feedback system where students provide insights on faculty performance, teaching-learning processes, and evaluation methods. This feedback is crucial in gauging the actual quality of the educational experience. In cases of low evaluations, the IQAC directs necessary interventions for improvement. The entire process is exclusively managed by the IQAC, ensuring objectivity and impartiality.

**Non-Teaching Staff:** The appraisal process for non-teaching staff aligns with UGC norms and State Government directives.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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, being a government-aided institution, undergoes financial audits conducted by an external auditor appointed by the Higher Education Department of the Government of West Bengal.

The Principal, Bursar, and Accountant collectively oversee all financial transactions in our college. For the initiation of new projects or activities, funding is sought from the college, with final approval resting with the Governing Body. A comprehensive proposal outlining the details of the activities is required to be submitted to the Finance Sub-committee. The Purchase and Finance committees meticulously scrutinize the necessity of the proposed

expenditure. Timely submission of bills is imperative for the release of funds. All procurement processes follow official requisitions.

The college's internal audit is carried out by S.N Singh and Company, Chartered Accountants based in Kolkata. This continuous and thorough audit process ensures financial transparency and accountability in all facets of the institution's operations, contributing to its overall financial health and adherence to regulatory standards.

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)	<a href="#">View File</a>

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

The college, a government-aided institution fully funded by the Government of West Bengal, derives its primary revenues from student admission and hostel fees. The college received RUSA funds during the 2017-18 fiscal year, primarily allocated for the development of college and hostel buildings. The interest generated from the fixed deposit of the college fund is utilized for various purposes associated with student development. Additionally, the college

receives monthly rent from the IDBI Bank ATM located on the college premises.

These funds are allocated strategically to benefit students and cover various college expenses. The mobilization of funds is meticulously planned through meetings of the Purchase and Finance committees. In the general budget, funds are allocated to diverse areas of development, including building maintenance, salaries for casual staff, academic and co-curricular activities, and contingency requirements. The Purchase and Finance Committees play pivotal roles in preparing, allocating, and overseeing fund utilization. Purchases follow a tender system, and all transactions are supported by vouchers, with bills processed by the Accountant, Bursar, and the Principal.

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 initiatives have led to the institutionalization of two practices, notably:**

### Incorporation of ICT in Teaching-Learning Methods

The IQAC actively encourages teachers to incorporate ICT into their teaching methods, utilizing platforms like Google Meet, Zoom, and WhatsApp alongside traditional offline classes. Faculty consistently uploads teaching materials and reference book PDFs on these platforms, fostering a seamless educational experience. Smart classrooms have become integral, and the college's library has been modernized to offer online access to respected national and international e-journals through the latest KOHA Software version. These initiatives underscore the IQAC's commitment to technological integration, providing faculty with essential tools and enhancing the overall learning experience for students.

Students' Enhancement Activities like Seminars/ Webinars, Workshops, etc.



The IQAC collaborates with different departments to consistently arrange seminars, webinars, workshops, and various other activities for students, fostering a holistic approach to their development. These programs, designed for both academic and non-academic enhancement, feature experts in relevant fields as knowledge resource persons. Students receive notifications and are actively encouraged to participate in these initiatives, which contribute to expanding their thinking abilities beyond the confines of their syllabus. Overall, these activities serve to empower students in diverse aspects of their academic journey.

File Description	Documents
Paste link for additional information	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/37131_79_1709195065.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/37131_79_1709195065.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The institution regularly assesses its teaching-learning processes, organizational structure, and methodologies, with the Internal Quality Assurance Cell (IQAC) overseeing various activities. Two of the important activities are as follows:

**Student Feedback Mechanism:** The IQAC manages a comprehensive feedback

system where students provide insights on faculty performance, teaching-learning processes, and evaluation methods. This feedback is crucial in gauging the actual quality of the educational experience. In cases of low evaluations, the IQAC directs necessary interventions for improvement. The entire process is exclusively managed by the IQAC, ensuring objectivity and impartiality.

**Continuous Internal Assessments:** Under the supervision of the Internal Quality Assurance Cell (IQAC), faculty members at our college conduct continuous internal assessments to gauge student progress and comprehension. These assessments are integral to ensuring ongoing learning and improvement. Faculty members design and administer regular tests, quizzes, and assignments aligned with the curriculum, providing valuable feedback to students for their academic development. IQAC oversees this process to maintain

consistency, fairness, and adherence to educational standards, fostering a conducive environment for continuous learning and growth.

File Description	Documents
Paste link for additional information	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/37131_80_1709195262.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/37131_80_1709195262.pdf</a>
Upload any additional information	<a href="#">View File</a>

**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)**

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
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)	<a href="#">View File</a>

## **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 committed towards the safety and security of the girl students. There is an anti-ragging cell, a sexual harassment cell and a legal counseling cell in place to resolve any gender issue that may arise. The institution is guarded by security personnel, and both the college and the hostel campus are under CCTV surveillance. All the students are provided with Identity cards.

There is also a Grievance redressal committee in the institution, composed of women faculty members which deal with issues that arise swiftly and efficiently. The Anti-ragging committee responds immediately to any ragging incidents on campus. Suggestion and complaint boxes are available for the students and faculty to send in their suggestions or concerns in writing. The institution also has a well-defined student counseling system. Each faculty member is the mentor to a specific number of students. Students can meet their respective mentors for guidance, grievances or advice on various issues relating to academics, cultural or co-curricular activities. There is a common room for the students, and sanitary napkin vending machines are available in the restrooms. The student welfare sub-committee of the Teacher's Council deals with the general welfare and financial requirements of the girl students.

File Description	Documents
Annual gender sensitization action plan	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/7.1.1-ANNUAL-GENDER-SENSATIZATION-PLAN_2022_23.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/7.1.1-ANNUAL-GENDER-SENSATIZATION-PLAN_2022_23.pdf</a>
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	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/7.1.1-SAFETY-SECURITY2022_23-1-2.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/7.1.1-SAFETY-SECURITY2022_23-1-2.pdf</a>

**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	<a href="#">View File</a>
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 efficiently manages the waste disposal system in the**

college campus, with a systematic mechanism to segregate and dispose of the different types of biodegradable and non-biodegradable wastes that are generated during the day to day activities. Degradable waste such as paper, organic waste like leftover food, fruits peels etc. are all collected in bins separately. Non-degradable waste such as plastic from wrappings, bottles and packaging, recyclable metals and e-waste are similarly segregated in separate bins. Finally, all the solid waste generated within the campus is regularly disposed of in community bins of the local municipality. The waste water from the toilets and all effluents from the laboratories are sent to the municipal drainage system. The drainage pipes and sewers are kept clean and blockage free- with regular maintenance by the college support staff. No hazardous chemical and radioactive waste is generated within the college campus. As a part of an initiative named the waste to wealth approach, the college has installed a vermi-composting unit in 2019-2020, wherein some of the biodegradable waste generated in the college campus is utilized in making the vermicompost, which is then efficiently used in maintaining the college garden.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/7.1.3_2022_2023.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/7.1.3_2022_2023.pdf</a>
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	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant documents	<b>No File Uploaded</b>

**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	<b>No File Uploaded</b>
Certification by the auditing agency	<b>No File Uploaded</b>
Certificates of the awards received	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

**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**

**B. Any 3 of the above**

**5.**

**Provision for enquiry and information :**  
**Human assistance, reader, scribe, soft copies of**  
**reading material, screen reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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).

A harmonious tolerance towards cultural, regional, linguistic, communal, and socio-economic diversities is always in evidence in the campus. The college admission procedure is completely merit-based, and students from all religious and linguistic communities, as well as varied socio-economic backgrounds find representation here. The cultural activities of college organized by the college always encourage harmony and tolerance of the cultural, regional, linguistic, communal socioeconomic and other diversities. The NSS units of the college encourage students to participate in different community related works. The college also celebrates Saraswati puja every year in which the entire college enthusiastically participates. Commemorative days like Independence Day, College Foundation Day, International Women's Day, International Mother language day, Earth Day, International Tuberculosis Day, Basanta Utsav and Sharad Utsav are celebrated with full enthusiasm by all stakeholders of the college. This year birth anniversary of Rabindranath Tagore was celebrated with reverence every year with active participation from all students. All these activities bring about a feeling of harmony and comradeship in a healthy collaborative work environment. Further, the administration ensures that every member of the college abides by the established code of conduct of the college, irrespective of their cultural, regional, linguistic or other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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 believes in a holistic education for the students, and sensitizing them on our constitutional values, rights, duties and responsibilities through various means is one of its primary endeavors. Both students and employees are thus sensitized through the curriculum as well as through co-curricular activities. A handbook of values prepared by the institution is uploaded on the college website. Several courses offered by the college have subjects which include these topics in the curricula, On the commencement day of each academic session, the Principal of the College delivers an Orientation Lecture to the new batch of students to make them aware of the core values of the Institution, as well their basic constitutional obligations as responsible citizens. During celebration of Independence Day and Republic Day, the students and employees of the Institution are addressed by the Principal of the College with the message from the Constitution of India focussing on Preamble, Fundamental Rights and Duties. The NSS units of the College also organize various activities on days of national importance, which teach the students the importance of giving back to the society by believing in the principle of equality, fraternity and societal justice.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
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** D. Any 1 of the above



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	<a href="#">View File</a>
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 fervour. The Independence Day (15th August) and Republic Day (26th January) are celebrated every year with pride. The Saraswati puja celebration involves all 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 Radhakrishnan. The Birth anniversary of Kaviguru Rabindranath Tagore was celebrated respectfully with various co-curricular events. Sharad Utsav which marks the beginning of Durga puja is celebrated with great enthusiasm by the students just before the commencement of the Puja vacations. In Basanta Utsav, a colorful cultural program celebrating the exuberance of Holi is also held in the college with great enthusiasm. The College also organise several programs on the occasions of International Mother Language Day, International Women's day and Earth Day.



File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
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: Campus Cleaning Programme** Objective: To foster a clean and hygienic campus environment Context: As a part of the Institution's contribution towards Government of India's Clean India mission the programme was initiated. Practice: The Campus cleaning programme was organised by NSS Unit I and Unit II on 19/05/2023 with active participation from NSS Volunteers and other stakeholders of the college. Success: The campus cleanup programme led to a visibly cleaner environment of the college.

**Best Practice 2: Teachers provide encouragement and reward meritorious college students** Objective: The teachers encourage and appreciate performance of their students in academics so that they are motivated towards higher studies in the future. Context: In an effort to foster academic excellence and motivation among college students, the Teachers Council of the college created a fund to recognize and reward final semester students who excel in academics. Practice: The fund created by Teachers' council will be used to reward final semester students during celebration of upcoming Teachers Day in the college. Success: The Students welfare Committee of the College organized a programme on Teachers Day 2023 where students were rewarded on the basis of their final semester results.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.3 - Institutional Distinctiveness

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

India faces food security and undernourishment challenges, necessitating access to affordable, nutritious food. Essential is understanding nutrition's link to health, including cultivating, purchasing, preparing, and consuming food appropriately, and addressing unhealthy habits from inadequate knowledge or culture.

As a women's college, our students are not only future mothers but also educated individuals poised to contribute to society. It's imperative they grasp the importance of national food security and equip themselves with knowledge to utilize available food resources optimally. The Food and Nutrition department has been observing National Nutrition Month for several years, aiming to instill healthier dietary habits and attitudes through education and practical experience.

The National Nutrition Month 2022 celebration, themed "Celebrate a World of Flavours," took place on September 29th at the college. The day-long events featured a keynote lecture by Smt. Soma Kundu, a respected dietician from RKM Seva Pratishthan, Kolkata. Students also presented posters showcasing nutritional concepts, and an engaging quiz on health and nutrition saw enthusiastic participation.

The highlight of the day was undoubtedly the student-organized food fair. Here, students took charge of preparing and selling a diverse array of nutritious and healthy dishes, showcasing their culinary skills and commitment to promoting good eating habits.

## 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.

- At the beginning of an academic session an orientation programme is held for the newly admitted students of 1st semester
- 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.
- Number of classes for each topic is decided according to the syllabus and credits (for each semester)
- Members of the Routine Sub-Committee prepare the routine which is approved by the Principal duly.
- Classes are held according to the schedule under the supervision of the college administration.
- Departments maintain the detailed record of the classes, assessments, project reports, field visit reports etc.
- The College has also collaborated with two colleges through MoU and has started faculty exchange programme for better and diverse curriculum delivery.
- 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	<a href="#">View File</a>
Link for Additional information	Nil

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

Netaji Nagar College for Women is an affiliated institution of University of Calcutta. As an affiliated institution, the college strictly adheres to academic guidelines provided by University of Calcutta.

- Following the academic guidelines as provided by the University, the academic calendar is prepared at the very beginning of the session and the detailed layout of the teaching process (including Class schedule, Examination, Field visits, list of holidays etc.) is depicted in the academic calendar. The academic calendar is also uploaded in institution website. .
- The institution ensures that the students have effective learning experiences through innovative learning methodologies.
- Group discussions in classes and also virtual platforms are arranged among the students in every department on topics related to the syllabus taught in the class.
- Academic support is rendered in the form of advice to students for preparation of presentations on the various topics in every semester.
- Constant stress is laid on independent thinking which would be reflected in their future academic performances.
- The examination and 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	<a href="#">View File</a>
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**

**C. Any 2 of the above**

**of Curriculum for Add on/ 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	<a href="#">View File</a>
Any additional information	No File Uploaded

**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	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

20

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

20

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**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 has endeavoured to include socially relevant crosscutting issues such as gender, ethical conduct, environment and sustainability into the curriculum at all times, aligning them with program and course outcomes. Besides, almost each program of the CBCS as designed by the University of Calcutta and hence followed by the college, incorporates them in the curricula. A socially responsible attitude, healthy lifestyle, gender sensitisation, human rights and constitutional awareness, professional ethics, environmental awareness, sustainability, and disaster management are some of the crosscutting issues that are promoted through seminars, invited lectures, sports and cultural activities throughout the year.

Curricula of the following subjects of the cross-cutting issues:

Course

Cross-cutting issues

Environmental Science

Renewable Energy, sustainable Development

Zoology

Ecology and Ecosystem

Botany

Bioethics, Conservation of Biodiversity, Microbes in quality of Environment

Economics

1.Sustainable Development

2. Environmental Economics

3. Gender Inequality

Education

Inclusive Education, Human Rights, Women Education

English

Women Empowerment, Domestic Violence

Chemistry

Green Chemistry

Food and Nutrition

Community Nutrition, Health Education

History

Social and Gender Inequalities

Philosophy

Indian and Western Ethics, Environmental Ethics

Political Science

Gender and Politics, Violence against Women, Indian Constitution and Citizenship, Human Rights

Physiology

Community and Public Health

Bengali

**Socio-political scenario in Bengal**

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	<a href="#">View File</a>

**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	<a href="#">View File</a>
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)	<a href="#">View File</a>

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

45

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>



<b>1.4 - Feedback System</b>	
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>B. Any 3 of the above</b>
<b>File Description</b>	<b>Documents</b>
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<b>No File Uploaded</b>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
<b>File Description</b>	<b>Documents</b>
Upload any additional information	<b>No File Uploaded</b>
URL for feedback report	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/02/STAKEHOLDERS-FEEDBACK-REPORT_2022_23-signed.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/02/STAKEHOLDERS-FEEDBACK-REPORT_2022_23-signed.pdf</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of sanctioned seats during the year</b>	
<b>903</b>	
<b>File Description</b>	<b>Documents</b>
Any additional information	<b>No File Uploaded</b>
Institutional data in prescribed format	<a href="#">View File</a>

## 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

47

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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 evaluates students' learning abilities and arranges necessary programs for advanced and struggling learners. Faculty members conducted interactive sessions to identify students' varying paces of learning. Teaching, learning, and assessments were conducted throughout the academic year, utilizing physical classes and various online platforms. Special attention was given to ensuring students grasped the syllabus adequately, with teachers offering additional courses to enhance academic skills. Various faculty members held interactive sessions to identify the slow and advanced learners. Support was consistently provided to slower learners, with encouragement to engage with faculty to improve standards. Various departments organized seminars and interactive teaching methods to facilitate advanced learning and support struggling students in comprehending course materials. Additionally, regular tutorials and theoretical classes were conducted by departments, supplemented by formative and summative assessments. Parent-teacher meetings were held to evaluate students' progress. Teaching, learning, and evaluation were done in all semesters. The faculty members used classes, various online platforms to conduct lectures and other academic activities to cater to the students' basic understanding of the syllabus and assess their learning levels. Teachers held special classes to improve the students' academic competence. The slow learners were encouraged to meet the faculty regularly to upgrade their standards.

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
651	53

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

Our overarching aim is to mentor and prepare students for their learning beyond the classroom and in real-world scenarios. We are committed to providing a student-centered approach to education, using experiential learning, participatory learning, and problem-solving methodologies to enhance their learning experiences. All departments organize seminars, workshops, and webinars to encourage students to develop their problem-solving skills. Our ultimate goal is to guide and prepare students academically and professionally so that they can succeed in the future. To achieve this, we use innovative and interactive teaching methods, including audio-visual aids, and invite renowned experts to conduct specialized seminars. We also organize cultural events, quizzes, and paper presentations that promote interactive learning and independent thinking among students both academically and professionally, ensuring they garner recognition in their future endeavors. Various innovative student-centered methodologies were implemented, complemented by audio-visual aids. Students from various departments also participated in the seminars organized by the other institutions. Distinguished experts from universities and colleges were invited to conduct specialized seminars. Additionally, events like quizzes, paper presentations, arts and crafts, and cultural activities were orchestrated, emphasizing student engagement and the cultivation of interactive learning and independent thinking skills essential for their future growth.

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

Our teachers have fully embraced the power of Information and Communication Technology (ICT)-enabled tools to enhance the efficiency and effectiveness of the teaching and learning process. Laptops, computers, projectors, and Google platforms are now widely used to impart education, and virtual classes facilitated by ICT-enabled tools have revolutionized learning, making it more accessible to all. Our teachers are highly skilled, and their expertise has been further honed through refresher and orientation courses that include hands-on activities and virtual sessions. We take immense pride in providing our students with the best possible education by combining traditional teaching methods with cutting-edge technology. Teachers go beyond the confines of the classroom and college hours by leveraging technology to send assignments, question sheets, and quizzes and share video and audio resources via email, WhatsApp, Google Forms, and other platforms, supplementing the materials and enriching the overall learning experience

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

**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**

53

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

28

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

### 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

25

File Description	Documents
Any additional information	No File Uploaded
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)	<a href="#">View File</a>

### 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

240

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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 internal assessment mechanism adopted by the University of Calcutta is highly robust and transparent, with a consistent and frequent evaluation process. Following the CBCS pattern, the University entrusts colleges with conducting a significant part of the internal assessment, which includes continuous evaluation of students based on attendance, class response, tutorials, project-based home assignments, and term papers. The internal assessment process is continuous. Regular and periodic assessments are conducted through tests, home assignments, quizzes, etc. Class tests are conducted using multiple-choice questions (MCQs). Our institution and many departments of our college even provide incentives to students with excellent merit and attendance records by awarding them prizes

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 exam-related grievance cell provides a robust platform for students to report any issues they face during their exams. We have implemented a number of efficient and transparent mechanisms that help us address various internal exam-related issues in a timely and effective manner. Our team of highly experienced teachers is fully equipped to handle any challenges that may arise. We are committed to rectifying any mistakes in the published results and reviewing answer scripts as per the University norms. We leave no stone unturned to ensure that our

students receive the best possible support and assistance.

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.

The institution takes great care in preparing Course Outcomes (COs) for all courses offered and ensures they are uploaded to the College Website. To make sure that students are fully aware of the COs, Program Outcomes (POs), and Program Specific Outcomes (PSOs) of different disciplines, faculty members from each department take the initiative to educate students at the beginning of each semester and through the orientation program. Assessment of learning outcomes is effectively carried out through regular feedback and surveys from students. Students are fully informed and well-versed about the concepts of POs and COs in class.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2023/05/PO-PSO-CO-NNCW_2021-22_compressed.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2023/05/PO-PSO-CO-NNCW_2021-22_compressed.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

Our institution is committed to providing our students with the highest quality education by strictly following the syllabi provided by the University of Calcutta for all subjects. We establish program outcomes for different streams based on the previous year's academic performance to ensure that our students achieve their desired outcomes. At the end of each semester examination, we analyze the performance of our students to evaluate the final outcome of the course. By considering our students' performance in both internal and university

examinations, we assess the course outcomes of individual courses to provide them with the best opportunities to succeed. Our attainment level is measured by the percentage of students who score the set percentage of marks, and we are confident that our students consistently meet and exceed our high standards.

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

205

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/02/ANNUAL-REPORT-OF-RESULTS-2022_23.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/02/ANNUAL-REPORT-OF-RESULTS-2022_23.pdf</a>

### 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/2024/03/NCW\\_STUDENTS-SATISFACTION-SURVEY\\_2022\\_23.pdf](http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/NCW_STUDENTS-SATISFACTION-SURVEY_2022_23.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	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**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)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="http://www.serb.gov.in">www.serb.gov.in</a>

**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****5**

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

19

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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

17

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

In the academic year 2022-23, our college's two NSS units, Unit-I and Unit-II, organised a campus cleaning event on 19th May 2023.

This initiative aimed not only to foster hygiene but also to curtail the spread of diseases, recognizing cleanliness as a cornerstone of civilized societies. Aligned with the government's Clean India campaign, 72 enthusiastic volunteers from both units participated in this endeavour.

Beyond campus cleanliness, these NSS volunteers pledged their commitment to further initiatives such as plantation and sapling distribution programs. Their dedication extended beyond the college grounds; actively engaging in various welfare programs, they contributed to the social, academic, and economic upliftment of nearby slum dwellers residing at 144 and 188 Asoke Avenue, as well as 16 Khanpur Road.

Through their collective efforts, these NSS units not only fulfilled their mandate of community service but also instilled values of empathy and social responsibility among the student body. This holistic approach to social engagement reflects the college's commitment to nurturing well-rounded individuals who actively contribute to societal welfare.

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
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**

1

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

**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**

72

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**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**

2

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
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

2

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

## 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:** The College is having a total of thirteen laboratories of eight departments. The laboratories are fully equipped with instruments for smooth conduction of practical classes.

**Conference Room:** The College is having a conference room with

audio-visual facilities is in place for regular use.

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

**Computer Room:** The College has a computer room equipped with modern desktops, printer and wifi facilities.

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

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

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.

Co-curricular and extra-curricular activities are conducted at regular intervals. The College auditorium is used for extracurricular activities like cultural functions, orientation programmes, medical camps and seminars. The cultural subcommittee 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	<a href="#">View File</a>
Paste link for additional information	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2022/05/LINK_4.1.3.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2022/05/LINK_4.1.3.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

23.93

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)	<a href="#">View File</a>

#### 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): Fully

Version: 3.1

Year of Automation: 2017

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

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

**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)	<a href="#">View File</a>

**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)	<a href="#">View File</a>

#### 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

2

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

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

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

##### 4.3.2 - Number of Computers

27

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

#### 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	<a href="#">View File</a>

#### 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)

23.93

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)	<a href="#">View File</a>

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.

College fund is utilized for minor repair works and renovations on regular basis. Building subcommittee supervises overall maintenance that includes electrical

facilities and matters related to cleanliness.

**Laboratory:** Our College has 13 well equipped science laboratories (Botany-2, Chemistry-1, Environmental Science-2, Food and Nutrition-1, Physiology-2, Physics-1 Zoology-3, Film studies-1). Apart from purchase of new instruments from time to

time, College provides recurring expenses to different departments to ensure smooth running of the laboratory experiments as per prescribed syllabus.

**Library:** Our College library is equipped with nearly 10,000 text books and 1500 Reference books, Journals Magazines, Daily Newspapers etc. The library resources are regularly used by our teachers and students. CCTV has been installed to guarantee safety and security of the books. Library Subcommittee ensures up gradation of the library through Automation and digitization.

**Sports and Cultural Activities:** The Sports and games development Sub-committee along with the cultural subcommittee of the College takes care of the sports and cultural activities of the College.

**Computers and ICT:** Apart from regular purchases, Annual contract is given for maintenance of IT infrastructure and computers.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

160

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
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)	<a href="#">View File</a>

**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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

0

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)	<a href="#">View File</a>

**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**

D. 1 of the above

File Description	Documents
Link to institutional website	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/1.-IYDC-23-SGDSC-NNCW-1.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/1.-IYDC-23-SGDSC-NNCW-1.pdf</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

96

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

96

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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

4

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 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

41

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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**

6

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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.**

1

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
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)	<a href="#">View File</a>

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

Students of the College are involved actively in various activities of the college and there is representation of students in the following academic and administrative bodies/committees of the institution 1. Hostel Subcommittee 2. Sports Subcommittee 3. Kanyashree Club 4. NSS Units 5. Cultural Subcommittee etc. The students actively participated in various cultural programmes, for eg. they celebrated Sharad Utsav, Basanta Utsav, Rabindra Jayanti, Nazrul Jayanti. Students participated in various seminars/webinars/programmes organised by IQAC and different departments of the college. They also actively

participated in debate competition and in annual sports of the College. Students of the college are very much enthusiastic and always show their keen interest in different cultural programmes, indoor and outdoor sports, NSS camp and always extend their helping hands in solving different problems of Women's Hostel.

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

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

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

10

File Description	Documents
Report of the event	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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



<b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b>	<b>E. &lt;1Lakhs</b>
File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
<b>GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>	
<b>6.1 - Institutional Vision and Leadership</b>	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p><b>VISION</b></p> <ol style="list-style-type: none"> <li>1. <b>Women Education: From Enlightenment to Empowerment.</b></li> <li>2. <b>Knowledge to Wisdom: Perception to application, complementation and integration of institution and society, nurturing the feeling of all time indebtedness to the institute.</b></li> <li>3. <b>Moulding Personality: Changing oneself to be successful and to be accepted.</b></li> </ol> <p>"Women Education: From Enlightenment to Empowerment" is dedicated to elevating women's education, transcending enlightenment to empower. "Knowledge to Wisdom: Perception to application, institution-society integration, nurturing perpetual gratitude" aspires to apply knowledge wisely, integrate the institution with society, and cultivate enduring gratitude. "Moulding Personality: Changing for success and acceptance" underscores the institute's dedication to shaping adaptable individuals for success and societal acceptance.</p> <p><b>MISSION</b></p> <ol style="list-style-type: none"> <li>1. <b>To light the torch of enlightenment through higher education among girl students of the society.</b></li> <li>2. <b>To train women and empower them through education to achieve social consciousness and economic freedom.</b></li> <li>3. <b>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</b></li> </ol>	

eye of future.

The institution fosters democratic governance, involving the Governing Body, Head, Department Heads, Committee Conveners, faculty, and staff in policy implementation. Strong leadership propels innovative initiatives aligned with the institution's vision.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The institution embraces a participatory and decentralized management approach, led by effective leadership comprising the Principal, IQAC, Heads of Departments, and Conveners of different sub-committee. Together, they work collaboratively with the Principal to create a conducive academic atmosphere, focusing on the holistic growth of stakeholders to realize the institution's vision and mission.

Regular departmental meetings were held to discuss academic policies, curriculum updates, and resource allocation. Academic Sub-committee had a significant role in shaping academic programs and initiatives, ensuring that diverse perspectives were considered. The institution also implemented participative management in administrative matters, involving staff members in decision-making processes related to operational efficiency, resource utilization, and workplace policies.

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

This shift towards decentralization and participative management not only enhanced the efficiency of decision-making but also promoted a sense of ownership and accountability among faculty and staff. The institution observed improved collaboration, innovation, and morale as a result. This case study underscores the positive impact of decentralization and participative management on institutional dynamics, fostering a more inclusive

and effective leadership approach.

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

The Institution's Strategic Plan prioritizes academic excellence, curricular development, and the enhancement of co-curricular and extracurricular activities. Through participative management and strategic planning, all college activities are meticulously organized. These policies are implemented through various committees, vigilantly monitored by the Governing Body and Principal. The Finance and Building sub-committee have formulated a comprehensive plan for new constructions, renovations, and resource procurement. Strategic planning for the remaining RUSA grant aims at maximizing its utilization for sanctioned objectives and institutional growth.

#### Plan Elements: 1. Teaching and Learning:

- Department heads organize meetings to distribute syllabi among faculty, ensuring alignment with the academic calendar.
- Various teaching methodologies are employed, including practical demonstrations, seminars, educational excursions and post-COVID technological tools.
- Students receive course materials and schedules at the session's start, with a focus on engagement and support through remedial and mentoring classes.

#### 2. Examination and Evaluation:

- Teachers acquaint students with evaluation procedures during course orientation.
- Continuous internal assessments, including class tests, quizzes, regular evaluations, sharing of answer scripts, and resolution of queries, are instrumental in preparing students for university exams.
- The college acts as an external examination centre,

facilitating smooth examination processes.

- Faculty members serve as invigilators and examiners, ensuring evaluation integrity and student compliance.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
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.

The college's organizational structure comprises two main segments: Academic and Administrative. The Governing Body, the highest decision-making entity, plays a pivotal role, including the Principal, teaching and non-teaching staff, student representatives, government, and university nominees. Active collaboration occurs among the Governing Body, Principal, Internal Quality Assurance Cell (IQAC), Heads of Departments, Conveners of various committees, and both teaching and non-teaching staff.

The Governing Body formulates policy decisions, while the Principal, in consultation with the IQAC and department heads, makes essential administrative decisions. Netaji Nagar College for Women operates under the governance of the Higher Education Department of West Bengal, with the Principal being directly accountable to the Department of Higher Education. Rules and regulations are established to manage administrative tasks efficiently and ensure proper functioning.

The Principal, IQAC Coordinators, Heads of Departments, Conveners of different committees, and office staff collaborate to monitor and implement the institution's strategic plan and policies. Appointment and service rules follow guidance from the West Bengal Higher Education Department and College Service Commissions, with transparent recruitment procedures for faculty and staff, including written exams and viva voce interviews, promptly submitted to the relevant authorities.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2023/06/Organogram-of-NNCW-1.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2023/06/Organogram-of-NNCW-1.pdf</a>
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	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 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:

**Group Life Insurance:** Extended coverage is provided for both teaching and non-teaching staff.

The general provident fund facility is available to all staff members appointed to substantive posts. Staff members have the option to obtain loans from the Provident Fund in accordance with government regulations.

**Staff Credit Co-Operative Society:** Both teaching and non-teaching staff as members, can borrow funds as loans from the Co-Operative Society, to be utilized for a useful purpose.

**West Bengal Health Scheme:** Improved medical facilities are offered to all teaching and non-teaching staff and their dependents.

Both teaching and non-teaching staff are entitled to Maternity and Paternity Leave in accordance with government regulations. Additionally, they can utilize various types of leave, such as Medical Leave, Earned Leave, Casual Leave, and Childcare Leave.

**Puja Bonus:** The college's casual staff received an ex-gratia bonus from the college fund during Durga Puja Festival. Non-teaching staff and State Aided College Teachers receive an additional bonus during Puja from State Government.

**Retirement Benefits:** Pensions, Gratuity, and Leave Encashment.

**Academic Development:** Faculty members are encouraged to participate in workshops, Faculty Development Programs (FDP), and seminars for academic and professional growth.

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)	<a href="#">View File</a>

### **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)	<a href="#">View File</a>

**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**

5

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	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

**Teaching Staff:** The assessment of teaching faculty performance adheres to UGC regulations and State Government directives. Concurrently, the institution employs a Self-Appraisal Report system for monitoring the performance of teaching staff. This report encompasses details such as class teaching, examination-related duties, academic and administrative responsibilities, and participation in refresher/orientation courses, workshops, and Faculty Development Programs (FDPs). The IQAC (Internal Quality Assurance Cell) has devised an Academic Performance Sheet for faculty members, which they complete monthly and submit to the IQAC Coordinator for verification. The coordinator reviews the sheet, provides necessary suggestions if needed, and communicates the findings to the principal monthly. The IQAC manages a comprehensive feedback system where students provide insights on faculty performance, teaching-learning processes, and evaluation methods. This feedback is crucial in gauging the actual quality of the educational experience. In cases of low evaluations, the IQAC directs necessary interventions for improvement. The entire process is exclusively managed by the IQAC, ensuring objectivity and impartiality.

**Non-Teaching Staff:** The appraisal process for non-teaching staff aligns with UGC norms and State Government directives.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### **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, being a government-aided institution, undergoes financial audits conducted by an external auditor appointed by the Higher Education Department of the Government of West Bengal.

The Principal, Bursar, and Accountant collectively oversee all financial transactions in our college. For the initiation of new



projects or activities, funding is sought from the college, with final approval resting with the Governing Body. A comprehensive proposal outlining the details of the activities is required to be submitted to the Finance Sub-committee. The Purchase and Finance committees meticulously scrutinize the necessity of the proposed expenditure. Timely submission of bills is imperative for the release of funds. All procurement processes follow official requisitions.

The college's internal audit is carried out by S.N Singh and Company, Chartered Accountants based in Kolkata. This continuous and thorough audit process ensures financial transparency and accountability in all facets of the institution's operations, contributing to its overall financial health and adherence to regulatory standards.

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)	<a href="#">View File</a>

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

The college, a government-aided institution fully funded by the Government of West Bengal, derives its primary revenues from

student admission and hostel fees. The college received RUSA funds during the 2017-18 fiscal year, primarily allocated for the development of college and hostel buildings. The interest generated from the fixed deposit of the college fund is utilized for various purposes associated with student development. Additionally, the college receives monthly rent from the IDBI Bank ATM located on the college premises.

These funds are allocated strategically to benefit students and cover various college expenses. The mobilization of funds is meticulously planned through meetings of the Purchase and Finance committees. In the general budget, funds are allocated to diverse areas of development, including building maintenance, salaries for casual staff, academic and co-curricular activities, and contingency requirements. The Purchase and Finance Committees play pivotal roles in preparing, allocating, and overseeing fund utilization. Purchases follow a tender system, and all transactions are supported by vouchers, with bills processed by the Accountant, Bursar, and the Principal.

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 initiatives have led to the institutionalization of two practices, notably:**

### **Incorporation of ICT in Teaching-Learning Methods**

The IQAC actively encourages teachers to incorporate ICT into their teaching methods, utilizing platforms like Google Meet, Zoom, and WhatsApp alongside traditional offline classes. Faculty consistently uploads teaching materials and reference book PDFs on these platforms, fostering a seamless educational experience. Smart classrooms have become integral, and the college's library has been modernized to offer online access to respected national and international e-journals through the latest KOHA Software version. These initiatives underscore the IQAC's commitment to technological integration, providing faculty with essential tools

and enhancing the overall learning experience for students.

Students' Enhancement Activities like Seminars/ Webinars, Workshops, etc.

The IQAC collaborates with different departments to consistently arrange seminars, webinars, workshops, and various other activities for students, fostering a holistic approach to their development. These programs, designed for both academic and non-academic enhancement, feature experts in relevant fields as knowledge resource persons. Students receive notifications and are actively encouraged to participate in these initiatives, which contribute to expanding their thinking abilities beyond the confines of their syllabus. Overall, these activities serve to empower students in diverse aspects of their academic journey.

File Description	Documents
Paste link for additional information	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/37131_79_1709195065.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/37131_79_1709195065.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The institution regularly assesses its teaching-learning processes, organizational structure, and methodologies, with the Internal Quality Assurance Cell (IQAC) overseeing various activities. Two of the important activities are as follows:

**Student Feedback Mechanism:** The IQAC manages a comprehensive feedback

system where students provide insights on faculty performance, teaching-learning processes, and evaluation methods. This feedback is crucial in gauging the actual quality of the educational experience. In cases of low evaluations, the IQAC directs necessary interventions for improvement. The entire process is exclusively managed by the IQAC, ensuring objectivity and impartiality.

**Continuous Internal Assessments:** Under the supervision of the Internal Quality Assurance Cell (IQAC), faculty members at our college conduct continuous internal assessments to gauge student progress and comprehension. These assessments are integral to ensuring ongoing learning and improvement. Faculty members design and administer regular tests, quizzes, and assignments aligned with the curriculum, providing valuable feedback to students for their academic development. IQAC oversees this process to maintain consistency, fairness, and adherence to educational standards, fostering a conducive environment for continuous learning and growth.

File Description	Documents
Paste link for additional information	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/37131_80_1709195262.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/37131_80_1709195262.pdf</a>
Upload any additional information	<a href="#">View File</a>

**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)**

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
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)	<a href="#">View File</a>

## **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 committed towards the safety and security of the girl students. There is an anti-ragging cell, a sexual harassment cell and a legal counseling cell in place to resolve any gender issue that may arise. The institution is guarded by security personnel, and both the college and the hostel campus are under CCTV surveillance. All the students are provided with Identity cards. There is also a Grievance redressal committee in the institution, composed of women faculty members which deal with issues that arise swiftly and efficiently. The Anti-ragging committee responds immediately to any ragging incidents on campus. Suggestion and complaint boxes are available for the students and faculty to send in their suggestions or concerns in writing. The institution also has a well-defined student counseling system. Each faculty member is the mentor to a specific number of students. Students can meet their respective mentors for guidance, grievances or advice on various issues relating to academics, cultural or co-curricular activities. There is a common room for the students, and sanitary napkin vending machines are available in the restrooms. The student welfare sub-committee of the Teacher's Council deals with the general welfare and financial requirements of the girl students.

File Description	Documents
Annual gender sensitization action plan	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/7.1.1-ANNUAL-GENDER-SENSATIZATION-PLAN_2022_23.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/7.1.1-ANNUAL-GENDER-SENSATIZATION-PLAN_2022_23.pdf</a>
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	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/7.1.1-SAFETY-SECURITY2022_23-1-2.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/7.1.1-SAFETY-SECURITY2022_23-1-2.pdf</a>

**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	<a href="#">View File</a>
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 efficiently manages the waste disposal system in the college campus, with a systematic mechanism to segregate and dispose of the different types of biodegradable and non-biodegradable wastes that are generated during the day to day activities. Degradable waste such as paper, organic waste like leftover food, fruits peels etc. are all collected in bins separately. Non-degradable waste such as plastic from wrappings, bottles and packaging, recyclable metals and e-waste are similarly segregated in separate bins. Finally, all the solid waste generated within the campus is regularly disposed of in community bins of the local municipality. The waste water from the toilets and all effluents from the laboratories are sent to the municipal drainage system. The drainage pipes and sewers are kept clean and blockage free- with regular maintenance by the college support staff. No hazardous chemical and radioactive waste is generated within the college campus. As a part of an initiative named the waste to wealth approach, the college has installed a vermi-composting unit in 2019-2020, wherein some of the biodegradable waste generated in the college campus is utilized in making the vermicompost, which is then efficiently used in maintaining the college garden.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/7.1.3_2022_2023.pdf">http://netajinagarcollegeforwomen.in/wp-content/uploads/2024/03/7.1.3_2022_2023.pdf</a>
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**

D. Any 1 of the above

**of tanks and bunds Waste water recycling  
Maintenance of water bodies and  
distribution system in the campus**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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	<a href="#">View File</a>
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	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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).

**A harmonious tolerance towards cultural, regional, linguistic, communal, and socio-economic diversities is always in evidence in the campus. The college admission procedure is completely merit-based, and students from all religious and linguistic communities, as well as varied socio-economic backgrounds find**



representation here. The cultural activities of college organized by the college always encourage harmony and tolerance of the cultural, regional, linguistic, communal socioeconomic and other diversities. The NSS units of the college encourage students to participate in different community related works. The college also celebrates Saraswati puja every year in which the entire college enthusiastically participates. Commemorative days like Independence Day, College Foundation Day, International Women's Day, International Mother language day, Earth Day, International Tuberculosis Day, Basanta Utsav and Sharad Utsav are celebrated with full enthusiasm by all stakeholders of the college. This year birth anniversary of Rabindranath Tagore was celebrated with reverence every year with active participation from all students. All these activities bring about a feeling of harmony and comradeship in a healthy collaborative work environment. Further, the administration ensures that every member of the college abides by the established code of conduct of the college, irrespective of their cultural, regional, linguistic or other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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 believes in a holistic education for the students, and sensitizing them on our constitutional values, rights, duties and responsibilities through various means is one of its primary endeavors. Both students and employees are thus sensitized through the curriculum as well as through co-curricular activities. A handbook of values prepared by the institution is uploaded on the college website. Several courses offered by the college have subjects which include these topics in the curricula, On the commencement day of each academic session, the Principal of the College delivers an Orientation Lecture to the new batch of students to make them aware of the core values of the Institution, as well their basic constitutional obligations as responsible citizens. During celebration of Independence Day and Republic Day, the students and employees of the Institution are addressed by the Principal of the College with the message

from the Constitution of India focussing on Preamble, Fundamental Rights and Duties. The NSS units of the College also organize various activities on days of national importance, which teach the students the importance of giving back to the society by believing in the principle of equality, fraternity and societal justice.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
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	<a href="#">View File</a>
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 fervour. The Independence Day (15th August) and Republic Day (26th January) are celebrated every year with pride. The Saraswati puja celebration involves all 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 Radhakrishnan. The Birth anniversary of Kaviguru Rabindranath Tagore was celebrated respectfully with various co-curricular events. Sharad Utsav which marks the beginning of Durga puja is celebrated with great enthusiasm by the students just before the commencement of the Puja vacations. In Basanta Utsav, a colorful cultural program celebrating the exuberance of Holi is also held in the college with great enthusiasm. The College also organise several programs on the occasions of International Mother Language Day, International Women's day and Earth Day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
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: Campus Cleaning Programme**  
**Objective:** To foster a clean and hygienic campus environment  
**Context:** As a part of the Institution's contribution towards Government of India's Clean India mission the programme was initiated.  
**Practice:** The Campus cleaning programme was organised by NSS Unit I and Unit II on 19/05/2023 with active participation from NSS Volunteers and other stakeholders of the college.  
**Success:** The campus cleanup programme led to a visibly cleaner environment of the college.

**Best Practice 2: Teachers provide encouragement and reward meritorious college students**  
**Objective:** The teachers encourage and appreciate performance of their students in academics so that they are motivated towards higher studies in the future.  
**Context:** In an effort to foster academic excellence and motivation among college students, the Teachers Council of the college created a

fund to recognize and reward final semester students who excel in academics. Practice: The fund created by Teachers' council will be used to reward final semester students during celebration of upcoming Teachers Day in the college. Success: The Students welfare Committee of the College organized a programme on Teachers Day 2023 where students were rewarded on the basis of their final semester results.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3 - Institutional Distinctiveness

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

India faces food security and undernourishment challenges, necessitating access to affordable, nutritious food. Essential is understanding nutrition's link to health, including cultivating, purchasing, preparing, and consuming food appropriately, and addressing unhealthy habits from inadequate knowledge or culture.

As a women's college, our students are not only future mothers but also educated individuals poised to contribute to society. It's imperative they grasp the importance of national food security and equip themselves with knowledge to utilize available food resources optimally. The Food and Nutrition department has been observing National Nutrition Month for several years, aiming to instill healthier dietary habits and attitudes through education and practical experience.

The National Nutrition Month 2022 celebration, themed "Celebrate a World of Flavours," took place on September 29th at the college. The day-long events featured a keynote lecture by Smt. Soma Kundu, a respected dietician from RKM Seva Pratishthan, Kolkata. Students also presented posters showcasing nutritional concepts, and an engaging quiz on health and nutrition saw enthusiastic participation.

The highlight of the day was undoubtedly the student-organized food fair. Here, students took charge of preparing and selling a

diverse array of nutritious and healthy dishes, showcasing their culinary skills and commitment to promoting good eating habits.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

Some of the activities planned for the next academic session are:

- Installation of Solar Panels in the college campus.
- Engage in Faculty Exchange Programs with other educational institutions.
- Completion of Green audit and Gender Audit of the college.
- Organise seminars on Women Empowerment, Environmental Sustainability and Career Opportunities.
- Organise more college level competitions like debate, quiz and essay writing on current issues.
- Enhance library facilities with more reference books, journals and e-resources.
- Provide high speed internet connectivity throughout the college campus.
- Equip the college auditorium with better audio and video systems.
- Conduct programs on various entrepreneurial skills for the students.
- Provide a platform for campus interviews for the placement of the students.