



## **YEARLY STATUS REPORT - 2021-2022**

### **Part A**

#### **Data of the Institution**

<b>1.Name of the Institution</b>		<b>Netaji Mahavidyalaya</b>
• Name of the Head of the institution	<b>Dr. Asim Kumar De</b>	
• Designation	<b>Principal</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>03211255012</b>	
• Mobile No:	<b>9434122585</b>	
• Registered e-mail	<b>netajimahavidyalaya@rediffmail.com</b>	
• Alternate e-mail	<b>netajimahavidyalaya@gmail.com</b>	
• Address	<b>Ward no 18, PO - Arambagh</b>	
• City/Town	<b>Arambagh</b>	
• State/UT	<b>West Bengal</b>	
• Pin Code	<b>712601</b>	
<b>2.Institutional status</b>		
• Affiliated / Constitution Colleges	<b>Affiliated</b>	
• Type of Institution	<b>Co-education</b>	
• Location	<b>Urban</b>	

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	The University of Burdwan				
• Name of the IQAC Coordinator	Dr. Avijit Mukherjee				
• Phone No.	9434313601				
• Alternate phone No.	7908475337				
• Mobile	9434313601				
• IQAC e-mail address	iqacnetajimahavidyalaya@gmail.com				
• Alternate e-mail address	netajimahavidyalaya@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	<a href="https://www.netajimahavidyalaya.ac.in/wp-content/uploads/2024/02/aqar-2020-21-resubmitted.pdf">https://www.netajimahavidyalaya.ac.in/wp-content/uploads/2024/02/aqar-2020-21-resubmitted.pdf</a>				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.netajimahavidyalaya.ac.in/academics/academic-calendar/">https://www.netajimahavidyalaya.ac.in/academics/academic-calendar/</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	81.30	2007	31/03/2007	29/02/2012
Cycle 2	B	2.73	2015	13/05/2015	12/05/2020
6.Date of Establishment of IQAC			29/05/2007		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Institutional 1	NIL	UGC	Nil	113172011	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of			<a href="#">View File</a>		

IQAC		
9.No. of IQAC meetings held during the year	1	
<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>	No	
<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>	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"><li>If yes, mention the amount</li></ul>		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
Due to the catastrophic COVID-19, the entire year was under lockdown. Therefore, the following procedures have been made sure to preserve the high standard of academic and administrative operations. The staff's and learners' hygiene and health have been given high importance. To ensure mental health and overall well-being, the intended actions have either been introduced.		
Introduction of Netaji Mahavidyalaya Live Digital classroom on G meet platform for routine wise online classes during pandemic.		
The examination of different semesters has been done by online mode by encouraging promotion of projects, seminars etc especially for practical classes in the lab. based departments.		
Monitoring of online classes and online activities and preparing reports to be sent to the university.		
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
Awareness of COVID-19	The Internal Quality Assurance Cell (IQAC) plays a significant role in organizing and implementing awareness programs. To ensure the safety and well-being of the educational community by increasing awareness and understanding of COVID-19 preventive measures.
Review of the online classes	Assess and enhance the quality of online classes to ensure a productive and engaging virtual learning experience.
The best practices of the college	Organize regular professional development programs for faculty and staff to stay updated on the latest pedagogical methods, technology integration, and subject-specific advancements.
<b>13. Whether the AQAR was placed before statutory body?</b>	No
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Nil	Nil
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2021-2022	19/01/2023
<b>15. Multidisciplinary / interdisciplinary</b>	
<p>The college has embraced the idea of evolving into a holistic multidisciplinary institution as the first step in preparing for NEP. It sees the humanities and sciences coming together to offer an interdisciplinary perspective. The institution offers flexibility in curriculum by establishing certificate courses like Yoga which are</p>	

inevitably multidisciplinary, despite its limited scope for curriculum development. The institution plans to offer courses with focus on community service, environment and value based education. College has proposed four years undergraduate where in addition to single discipline BA / BSc Honours program, emphasis is given to multidisciplinary programs like BA in Social Sciences / Humanities / languages and BSc in Life Sciences / Physical Sciences / Chemical Sciences / Mathematical & Computational Sciences. Fourth year of UG is dedicated to research / internship in multi-disciplinary / interdisciplinary / transdisciplinary area, which will help to find solutions to society's most pressing issues & challenges.

#### **16.Academic bank of credits (ABC):**

College has established a structured system for credit recognition, credit accumulation, and credit transfer in order to facilitate students' smooth mobility between different institutes / universities in the state and nationwide. For the purpose of credit accumulation and transfer, the current ERP software and examination department are directed to adhere to UGC, ABC, and NAD rules. The college is currently updating its course and paper codes in accordance with the Academic Bank of Credits' requirements.

Students' academic records and achievements can be maintained safe with an academic bank of credits. Additionally, it will make it possible for students to exchange or transfer credits earned at a specific institution toward another program. This program's flexibility in the classroom should lessen the negative consequences of dropouts. It also makes it easier to pursue several courses, especially in a blended learning environment.

#### **17.Skill development:**

The NEP aims to provide students with comprehensive and long-lasting career development, of which skill development is an essential component beyond merely enrolling them in higher education. Our institution has already started several initiatives to help students develop diverse life and career skills, such as yoga. Great importance is given to skill development for both expertise in syllabus learning, and in acquiring skills for jobs. For this, We will schedule additional classes and the career counseling cell to do this.

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

Through teaching Indian languages and cultures, the college advances the Indian

<p>Knowledge System. The college offers undergraduate and postgraduate programs in Bengali through its designated language departments, including Bengali, Sanskrit, English, and Santhali. In many subjects, lectures are delivered in bilingual mode. In addition, the "Devnagari" script is preferred while teaching Sanskrit. To preserve Indian art and culture, our educational institution has undertaken a few initiatives. Manuscripts are kept in the collection in the library. The organization intends to open a museum with period-appropriate historical relics and replicas. To keep up a garden with medicinal plants and other flora, the College works with the Department of Botany.</p> <p>Students learn yoga through guidance, and regular demonstrations of this skill take place.</p>
<p><b>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</b></p> <p>The Institution maintains academic standards to monitor ongoing quality development. Every precaution is made to guarantee that the curriculum's standards are met. Each program's and course objectives are stated clearly, and attempts are made to map the curriculum and conduct ongoing formative assessments. The curriculum is updated frequently to match specific learning outcomes and the most recent knowledge requirements, ensuring that every student meets their objectives by the conclusion of their educational experience.</p>
<p><b>20.Distance education/online education:</b></p> <p>In considering the present pandemic, our IQAC has submitted a thorough set of recommendations to the Governing Body for the promotion of online education. Starting on April 16, 2020, a live, integrated digital classroom that incorporates Zoom and Google Meet with the Netaji Mahavidyalaya Annual Quality Assurance Report is operational. Online courses, digital repositories, mobile apps, LMS-based student support services, and online exams are examples of measures that are already in use. The institution successfully manages the online learning centers for IGNOU, and Netaji Subhas Open University (NSOU).</p>

## Extended Profile

### 1.Programme

1.1 25

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

File Description	Documents
Data Template	<a href="#">View File</a>

## 2.Student

2.1 **5116**

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2 **2465**

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 **1645**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

## 3.Academic

3.1 **109**

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 **63**

Number of Sanctioned posts during the year

## Extended Profile

### 1.Programme

1.1	25
Number of courses offered by the institution across all programs during the year	

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### 2.Student

2.1	5116
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Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1	109
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>



3.2	63
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	101
Total number of Classrooms and Seminar halls	
4.2	59.36678
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	145
Total number of computers on campus for academic purposes	

## 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

According to Burdwan University, the CBCS curriculum incorporates human values, gender issues, and environmental consciousness into the courses. The range of programs offered gives plenty of opportunities to incorporate cross-cutting challenges. Economic Development, Growth, and Planning courses analyzed demographic patterns and discuss proper resource distribution.

Being a co-aid institution, extra attention is made to ensure that gender issues are taught, and gender studies are covered in practically all language and humanities courses. In addition to humanism, the college's social initiatives and outreach efforts instill human values in the students. The college aims to spread awareness about being an eco-friendly, plastic-free campus and maintain a pleasant, green campus environment. Among the other things the college does, like plantations, are exploiting renewable energy resources, encouraging the use of biodegradable products, and managing e-waste. Energy & green audits are

performed regularly. All college students must take Environmental Studies as a required subject. The college also has an Environmental Science department. Many science courses also include ethical and environmental issues as core components. The Department of Economics offers a course on intellectual property rights. The Environmental Science department offers a course on Law, Ethics, and Policy.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="https://www.netajimahavidyalaya.ac.in/academics/courses/">https://www.netajimahavidyalaya.ac.in/academics/courses/</a>

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

Netaji Mahavidyalya adheres to the Burdwan University academic calendar for UG and PG courses because it's a constituent college of Burdwan University. strictly adheres to the prescribed admissions procedure, dates, times, and schedule for classes and exams, among other requirements. Therefore, we must adhere to the University of Burdwan's evaluation process.

Every academic year, the newly admitted semester is introduced to their departmental curricula as well as the college's many co-curricular and extracurricular activities during an orientation programme.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://www.netajimahavidyalaya.ac.in/academics/academic-calendar/">https://www.netajimahavidyalaya.ac.in/academics/academic-calendar/</a>

**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**

**B. Any 3 of the above**

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

## **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**

**24**

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<b>No File Uploaded</b>
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)**

**1**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
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

9

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

9

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

According to Burdwan University, the CBCS curriculum incorporates human values, gender issues, and environmental consciousness into the courses. The range of programs offered gives plenty of opportunities to incorporate cross-cutting challenges. Economic Development, Growth, and Planning courses analyzed demographic patterns and discuss proper resource distribution.

Being a co-aid institution, extra attention is made to ensure that gender issues are taught, and gender studies are covered in practically all language and humanities courses. In addition to humanism, the college's social initiatives and outreach efforts instill human values in the students. The college aims to spread awareness about being an eco-friendly, plastic-free campus and maintain a pleasant, green campus environment. Among the other things the college does, like plantations, are exploiting renewable energy resources, encouraging the use of biodegradable products, and managing e-waste. Energy & green audits are performed regularly. All college students must take Environmental Studies as a required subject. The college also has an Environmental Science department. Many science courses also include ethical and environmental issues as core components. The Department of Economics offers a course on intellectual property rights. The Environmental Science department offers a course on Law, Ethics, and Policy.

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

116

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**

**D. Any 1 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)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://www.netajimahavidyalaya.ac.in/naac/docs/SSS%202021-22%20upload%20(1).pdf">https://www.netajimahavidyalaya.ac.in/naac/docs/SSS%202021-22%20upload%20(1).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**

**2990**

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

1106

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

According to the College's policy for evaluating student learning, students' learning levels are determined using the following criteria:

- For slow learners, regular mentoring is provided to assist them in identifying the fundamental causes of their difficulties and find solutions. In class, academic issues are discussed, and after analysing internal judgments, recommendations are given.
- Department faculty members lend out free books to slower learners. If necessary, parent-teacher conferences are scheduled to address academic concerns.
- Faculty members can evaluate several areas of learning, such as subject content, presenting skills, communication skills, and research orientation, using a flexible and creative internal mode of continuous assessment.
- Advanced learners receive recommended books to read and also advanced learning resources.

File Description	Documents
Link for additional Information	<a href="https://www.netajimahavidyalaya.ac.in/facilities/online-classes/">https://www.netajimahavidyalaya.ac.in/facilities/online-classes/</a>
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
5116	109

File Description	Documents
Any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The previous annual examination and curriculum approach placed a strong emphasis on the needs of the teacher. The CBCS system now incorporates a student-centric methodology by design, and the curriculum incorporates problem-solving, experiential learning, and participatory learning.

Departments that include such field visits in their syllabus routinely undertake study tours and field visits (see attached file). Study excursions are also offered by departments like Geography, BBA, and BCA. Attending musical events at colleges and universities is encouraged for music department students.

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

Owing to COVID, the year 2021-2022 was spent virtually entirely in lockdown. Because of this, all of this year's instruction has taken place online with the use of ICT tools. The method of instruction was Google Meet. Utilising the internet and PowerPoint presentations, the online classes were made engaging. Study materials were provided through the Whatsapp groups that were created for each course's pupils. Via these groups, all class and other notices were disseminated. This college provided reports to the University and the West Bengal Higher Education administration during the year about its online activities. The attachments for



these reports are provided.

On 03rd February, 2022, when the college's offline operations began, a hybrid mode took hold, with all activities continuing to take place both online and offline.

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://www.netajimahavidyalaya.ac.in/facilities/computer-facility/">https://www.netajimahavidyalaya.ac.in/facilities/computer-facility/</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

109

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	No File Uploaded

### 2.4 - Teacher Profile and Quality

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

109

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	No File Uploaded

**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**

33

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**

1094

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.

Netaji Mahavidyalaya adheres to guidelines and regulations of the University of Burdwan pertaining to internal assessment. We upload internal assessment marks of students in the BU marks capturing portal. There is only one internal assessment during one complete semester. All the internal assessments are taken centrally from the college end.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/catalogory/notices/">https://www.netajimahavidyalaya.ac.in/catalogory/notices/</a>

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

The college has an internal continuous assessment system that is well-planned. It should be mentioned that the CBCS semester system allots 15 marks every paper for internal evaluation. Ten are reserved for internal exams, and five are assigned for class attendance. Internal exams are the method of choice at our college; programme courses are administered centrally, while honours courses are administered departmentally. Any student who has a problem with an internal exam should first bring it up with the department head. In general, the department head handles all scripts about her examination. If the Head has no way to resolve the issue, they write to the Principal, who then gives the Examination Subcommittee Convenor a call. They provide an answer to her issue. If there is an issue with the marks that have been submitted to the university, the Principal follows the Controller of Examinations' advice. The college has an Examination Sub Committee which is in-charge of monitoring the administration of both the university and internal examinations. Students are alerted each month about their attendance record, which is a component of the internal evaluation. A student has to apply with the required documentation if he/she is unable to attend the exam for any reason—medical, administrative, or any other legitimate reason—an internal examination is conducted for that student per the rules.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/catalogory/notices/">https://www.netajimahavidyalaya.ac.in/catalogory/notices/</a>

## 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.

According to the updated Bloom's taxonomy, each faculty member has

formulated the Course Outcomes (COs) in accordance with the curriculum by utilizing action verbs that are suitable for each level. The Board of Studies and Academic Council have authorised POs, PSOs, and COs, which are currently available on the college website. Students learn about POs, PSOs, and COs, and the OBE process at the annual orientation programme. Every department head and faculty member notifies the students of their respective departments of the POs and PSOs. The teachers responsible of a given course distribute the COs as well as their value to the learning process to every student at the beginning of session. Throughout the semester, this is reiterated at regular intervals along with the respective assessments.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.netajimahavidyalaya.ac.in/naac/docs/PSO2018-19.pdf">https://www.netajimahavidyalaya.ac.in/naac/docs/PSO2018-19.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.

All of the program and course outcomes that the college offers are specified, shared with students and teachers and posted on the college website. Each department frames the results, and the departments periodically analyze them. While teaching, every department makes an effort to meet the goals they have set forth. The department also routinely frames reports on actions performed. The action taken reports and these COs and POs are submitted on the internet. The college website has the CO-s for each program listed as an attachment.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.netajimahavidyalaya.ac.in/naac/docs/PSO2018-19.pdf">https://www.netajimahavidyalaya.ac.in/naac/docs/PSO2018-19.pdf</a>

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

1446

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	<a href="#">View File</a>
Paste link for the annual report	Nil

## 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)**

[https://www.netajimahavidyalaya.ac.in/naacdocs/SSS%202021-22%20upload%20\(1\).pdf](https://www.netajimahavidyalaya.ac.in/naacdocs/SSS%202021-22%20upload%20(1).pdf)

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
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

0

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	No File Uploaded
Paste link to funding agency website	Nil

### 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

1

File Description	Documents
Report of the event	No File Uploaded
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

30

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

9

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

The college has a strong commitment to community service. The three National Service Scheme (NSS) units, working under the direction of their respective Program Officers, are primarily responsible for this job. There are 160 cadets in the NCC company. The NSS units has carried out community service in several rural areas of the Hooghly District in addition to their assigned villages.

Community work during the COVID-19 lockdown years was primarily focused on raising awareness of the infection and helping people in the general population who were experiencing difficulties. Giving rewards to the top three NSS performance across all three units is a very excellent policy of the college. In addition, a number of COVID awareness events for educators, students, and the community were conducted during the year of lockdown. Maintaining consistent year-round community and extended programs and services is essential.

File Description	Documents
Paste link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/college-profile/ncc-and-nss/">https://www.netajimahavidyalaya.ac.in/college-profile/ncc-and-nss/</a>
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**

7

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

7



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

4

File Description	Documents
e-copies of linkage related Document	No File Uploaded
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**

1

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

As at present, the campus has 116 classrooms, 6 labs, 3 dormitories, an auditorium with 400 seats, and seminar hall conference rooms, among other amenities.

**Classrooms:** The College has built learning partitions out of cardboard and plyboard to accommodate the necessary number of classrooms. Regular repair and maintenance work is also done to support the teaching and learning processes.

Departments provide desktop computers and laptops, particularly when there is an actual demand for them. There are also desks, benches, chairs, tables, and glass boards available as additional essential teaching and learning tools. The College has a Virtual Classroom in addition to ICT-enabled classroom. White screens, projectors, and boards are also provided to the departments as needed. Additional of these devices, departmental computer networks, and intercom systems are needed. The lockdown situation caused the classrooms to deteriorate from their previous state.

**Laboratories:** Every department's college laboratory is growing based on annual budgetary allotments and requirements. Still, some departments require additional funding to buy equipment.

**Computing equipment:** Offices, labs, the Computer Hub (LRC), and the various cells all purchase computers and printers. The college purchases this kind of computer equipment under its financial budget, but further funding is still required to meet the college's needs.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/facilities/computer-facility/">https://www.netajimahavidyalaya.ac.in/facilities/computer-facility/</a>

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

The institution has excellent facilities for cultural activities, sports, games, gymnasium, yoga centrem and other such activities.

**Cultural activities:** Throughout the academic year, the college's Cultural Subcommittee hosts several cultural competitions and events. There are organised events such as Swaraswati Puja, Independence Day, Republic Day, Netaji birthday, Matribhasha diwas, Baishe Shrabon, and so on. Cultural completions are held, and internal college students receive certificates and prizes. 2021-22 include the organisation of cultural programmes using virtual means, including student participation and teacher management.

**Sports:** The college features an eleven-side football field. Outdoor events include annual sports, cricket matches, Hand ball, volley ball, kabbadi, Kho-Kho and interdepartmental football tournaments. The college has been regularly winning sporting events on the University, District and State level, and some of our

students have also won awards in yoga on the national level.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/facilities/games-and-sports/">https://www.netajimahavidyalaya.ac.in/facilities/games-and-sports/</a>

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

9

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

9

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/academics/laboratories/">https://www.netajimahavidyalaya.ac.in/academics/laboratories/</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)

59.36678

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
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)

The Library is fully automated, using SOUL-3.0 software. Through this software, students' data can be accessed. The library provides various services and facilities like student and staff membership entry, book database entry, book issue and return, student library card printing with barcode, books barcode printing, stock checking, viewing of the reports of book issue, etc. All library data is available through this software, and there is a special website for the college library, which is integrated with the college website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="https://www.netajimahavidyalaya.ac.in/about-library/">https://www.netajimahavidyalaya.ac.in/about-library/</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

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)

0.43

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
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

42

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 institution has set out funds for modernizing its IT infrastructure and has an IT policy dealing with cyber security, wi-fi, and other topics.

The 145 Desktop computers at the college have been updated as needed.

Upgrades have been made to seminar rooms, and a virtual classroom is set up there.

The college has six access points with a 100 MBPS bandwidth that are fully equipped with Wi-Fi. The library software, SOUL-3 version, has been updated.

Complete online admission system has already been introduced. Online submission of marks of internal assessment & attendance, result declaration, generation of marksheets has been successfully introduced following the norms of the University of Burdwan.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/facilities/computer-facility/">https://www.netajimahavidyalaya.ac.in/facilities/computer-facility/</a>

#### 4.3.2 - Number of Computers

145

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

#### 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)

59.36678

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.

The Institution submits plans and proposals from time to time to the Government for approval and financial sanction. For maintaining Academic-Physical and Support-Facilities, the Annual Budget for the session is approved by the Governing-Body and Finance Committee. For all sorts of Academic expenditures including Books-Journals, IT-Facilities, Special-Lectures, State & National level seminars/workshops/competitions, Laboratory Requirements; Governing-Body and other Respective-Committees allocate finite resources for the prioritized needs as per requisitions placed by the Head-of-Department. Purchase, E-Tender, and all Financial are done in accordance to Strict-Government-Rules. The library sub-committee headed by the Librarian proposes the purchase and maintenance of the library resources, departmental allotment of books, mode of purchase, and maintenance of the existing books based on the budgetary provisions or funds available which are subsequently approved by the Principal in consultation with the Departmental Heads and the concerned units/cells. The building committee looks after all the maintenance, repair, and construction works of the college building and Physical-Infrastructure including Water and Power supply. All works are done through Tender as per standard norms. Stock-Register of Components/Instruments is maintained by a lab attendant. Maintenance Multi-Gym, Sports-Equipment, and First Aid Box is maintained by the Physical Education Department regularly.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/coll ege-profile/administration/">https://www.netajimahavidyalaya.ac.in/coll ege-profile/administration/</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

3265

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefitted 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

52



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="https://www.netajimahavidyalaya.ac.in/">https://www.netajimahavidyalaya.ac.in/</a>
Any additional information	<a href="#">View File</a>
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**

**4**

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

**4**

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

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student**

**E. None of the above**

**grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

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

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

4

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

174

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
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

52

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

### 5.3 - Student Participation and Activities

#### 5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

##### 5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

5

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

There haven't been any rules governing the implementation or formation of student councils in colleges for a long time. Instead, university and state government regulations supervise student council development at the college level. On the following academic and administrative bodies of the college, however, students actively participate as representatives.

IQAC - The college's IQAC committee consists of one student representative who attends all committee meetings and provides opinions and observations.

Additionally, they are essential in getting students interested about extracurricular activities planned at the college level.

The Saraswati Puja, Annual Social, and Freshers' Welcome are all coordinated by the Students' Union. It honors significant occasions including International Language Day, Teachers' Day, and Rabindra Jayanti. It hosts a variety of events.

It helps the Sports Committee organize intercollegiate football and cricket tournaments as well as annual sports.

Student representatives for NSS and NCC take part in executing outreach programs under NSS.

File Description	Documents
Paste link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/college-profile/ncc-and-nss/">https://www.netajimahavidyalaya.ac.in/college-profile/ncc-and-nss/</a>
Upload any additional information	No File Uploaded

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

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

5

File Description	Documents
Report of the event	No File Uploaded
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

**We do not have any registered Alumni Association.**

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

## 5.4.2 - Alumni contribution during the year 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

**"To provide education for knowledge, wisdom, freedom and enhancement of capabilities" is the primary goal of the college. The college's vision and goal can be achieved through participative management and decision-making, supported by leadership and governance. "Education for All irrespective of caste, creed, religion, gender, and economic status" is the**

college's objective. It incorporates the values of social accountability, responsibility, and diversity. The college meets the demands of society in the areas of education, social services, culture, and economy. These innate values are taken into consideration while framing policies.

The GB has approved the perspective plan, which was created by the Internal Quality Assurance Cell (IQAC).

High-speed internet facilities have been added to classrooms and laboratories in response to the evolving needs of the students.

The interior of the library has been completely renovated, and an extensive collection of digital resources is now available.

Many initiatives to raise awareness of gender issues are planned, along with self-defense and yoga classes.

The Placement Cell plans soft skill and employment opportunity training in addition to recruiting drives of our institution.

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.

In the disciplines of academics, administration, and extracurricular activities, Netaji Mahavidyalaya employs decentralization and participative management approaches.

Decentralization in academic matters:

The Principal works by the management's recommendation given by the IQAC to improve teaching and learning.

Academic matters are discussed by the Teachers' Council, which is chaired by the Principal. The faculty member participates in various subcommittees.

The admissions process is supervised by the Academic Subcommittee and the Admission Committee.

The Routine Committee coordinates with each department to develop the schedule.

The Library Committee monitors the upkeep and facilities of the library.

The Sports Committee plans to conduct events every year.

Decentralization in administrative matters:

The Governing Body is the apex body for all approvals related to academic and administrative activities/ reforms.

Three elected faculty are Teachers' Representatives in the Governing Body. Faculty member act as Bursar, Coordinators of Post-Graduate Studies, and distance learning centres of Netaji Subhas Open University and IGNOU, members of committees like- Finance, Development and Purchase, Anti-Ragging, Discipline, Student Advisory, Internal Complaints Committee against Sexual Harassment, Garden, Canteen etc.

Decentralization in extra-curricular activities:

Teachers' representation in committees like NCC, NSS, Placement, Student Welfare Cultural Committee. Students' and Non-teaching staff representation in IQAC, Governing Body, student affairs, sports, etc. Student office bearers conduct Annual Social, Saraswati Puja, blood donation camps etc.

File Description	Documents
Paste link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/">https://www.netajimahavidyalaya.ac.in/</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

At the start of the academic year, the IQAC prepares the institutional plan of action for quality enhancement through various kinds of events, infrastructure development, and other initiatives. After the year, an assessment is conducted to evaluate how effectively the plan has been executed.

The following perspective plans were realized during the year:

Conducting of online student satisfaction survey

Improvement in e-learning resources

Conducting of internal and external academic audit

Formation of NAAC Committee and collection and submission of SSR

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/coll ege-profile/sub-committees/">https://www.netajimahavidyalaya.ac.in/coll ege-profile/sub-committees/</a>
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 organogram highlights the democratic nature of the administration. The organizational structure operates:

The Governing Body under the leadership of the President discusses issues relating to finance, infrastructure, faculty recruitment etc.

The Principal, assisted by Teachers' Council and the NonTeaching Staff, works as the chief administrator and manages the overall functioning of the college.

The Departmental Head in collaboration with the Principal and their respective departments accomplish the academic, financial and co-curricular requirements of the departments.

The Internal Quality Assurance Cell (IQAC) ensures quality through internal academic and administrative audit and conducts skill-based and quality events.

The Bursar, appointed by the Governing Body and recommended by the Principal, manages internal finances and financial audit of the college to ensure effective utilization of funds.

The Student members addresses student related issues and organizes extracurricular activities in collaboration with NSS, NCC and



other committees.

The administrative decisions are implemented through the Administrative Officer, assisted by the Accountant, Cashier and a team of staff.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://www.netajimahavidyalaya.ac.in/college-profile/administration/">https://www.netajimahavidyalaya.ac.in/college-profile/administration/</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

The institution effectively implements the welfare schemes for the teaching and Nonteaching faculties.

The College makes arrangements for availing all the government schemes such as Gratuity, Pension, Commutation of Pension, Earned Leave encashment, Maternity Leave, Medical Facility, Leave on Overseas Project or Conference, Health Fund Scheme, Permission to attend FDP such as Orientation programmes and Refresher courses, short term courses, etc. for the career development and

progression of the teaching as well as non-teaching staff.

Besides the above, the following benefits are given to the teaching and non-teaching staff.

Financial Support

Interest free Housing Loan for domestic employees

Material Benefits

Wi-Fi facility to the staff inside the college campus

Recognition and Rewards

The spouse or family member (Non-Teaching Staff) is given a job on compassionate grounds.

Avenues for Career Development and Progression

Initiation and training programmes for the newly recruited staff

Various other training programmes such as item writing, research project etc for teaching fraternity, training on Public Finance Management System, Ms-Office non-teaching staff, and waste management, operating fire extinguisher training for domestic staff

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<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)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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

The institute uses a fair system to assess the performance of both the employees who teach and those who do not.

Each member of the teaching staff must successfully complete a demanding appraisal procedure using a form that is countersigned by the university's experts, the government, and the principal before they advance to a higher level. An instructor must advance via three tiers of the Assistant Professor promotion ladder before they can be promoted to Associate Professor. By this framework, the teacher's evaluation is based on some extracurricular activities, administrative responsibilities, and student activities.

Every instructor undergoes evaluation by the Governing Body before their service is confirmed. During the review process, the ROPA 19 regulations are taken into account.

The implementation of a performance evaluation system is not required for promotions for non-teaching staff. The West Bengal government is responsible for the advancement of non-teaching personnel. Following a predetermined period of service, the incumbent submits the application, which is then recommended by the Principal following approval by the relevant government agency.

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

## 6.4 - Financial Management and Resource Mobilization

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

College conducts both internal and external audit of the college books of accounts each financial year.

Internal Audit - The Bursar, Accountant, Purchase Committee, Finance Committee, and Principal oversee and manage the financial matters. Procedure for purchases: quotations are asked for costs are compared. Utilization certificates are generated for grants obtained from the Higher Education Department, RUSA, and UGC. The Bursar and the Principal recheck and carefully examine the financial data that the accountant has provided to ensure that it is accurate, transparent, and authentic. Audit performed by a certified chartered accountant with governing body permission. In addition, frequent meetings are held to assist in allocating the funds according to department and activity, and by the schemes' purposes.

The audit/verification process includes checking all cash bank receipts and payments, compiling a list of important cash payments, verifying the applicability of TDS, bank reconciling accounts, checking the payroll register, checking TDS, refunding admission cancelation instances, and analyzing variances from the budget. In the same manner, scholarship accounts are promptly verified.

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

**Mobilisation of funds:** Netaji Mahavidyalaya receives major funds from UGC, Higher Education Department, Government of West Bengal, RUSA etc. Funds are also generated from students' fees, self-financed and certificate courses.

#### Utilization of funds:

The Building Committee and Purchase Committee help in the preparation, allocation and utilization of funds. Purchases are done through a tender system. All transactions are supported by the vouchers and bills are processed by the accounts section, the Bursar and the Principal. Collections are deposited in the bank and expenditure, recurring and non-recurring, are incurred through Cheques/Electronic mode. Tally Software is used. Fees received from students are used for development. Documents are properly audited. Physical and academic facilities like libraries, laboratories, IT infrastructure and Sports are strengthened. Workshops, seminars, and field trips are organized.

File Description	Documents
Paste link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/coll ege-profile/administration/">https://www.netajimahavidyalaya.ac.in/coll ege-profile/administration/</a>
Upload any additional information	<a href="#">View File</a>

### 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

The IQAC has taken the following steps in different areas for student enrichment and upgradation-

Introduction of subject orientation programmes for freshers who did not study the subjects taken as Honours.

Development of an online examination portal for continuous internal assessment. Online evaluation of PO-CO outcomes.

Access to INFLIBNET.

One practice which has been successfully implemented based on institutional strategic plan is - 1. Teaching-Learning and Evaluation

a) Training of teachers for the use of different pedagogies has been practiced especially with reference to ICT tools used for teaching-learning .

Teachers have been motivated to publish their work in UGC CARE list journals.

Flexible methods of evaluation/ assessment have been practiced by all departments.

File Description	Documents
Paste link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/coll ege-profile/iqac/naac/">https://www.netajimahavidyalaya.ac.in/coll ege-profile/iqac/naac/</a>
Upload any additional information	No File Uploaded

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

The IQAC periodically evaluates the teaching-learning process, its structure, operational procedures, and learning objectives-

Review- I: Academic Audit

The head of the department assigns the courses, and the teacher

prepares a lesson plan for each course based on the days that are available for instruction. Information is documented in the "teacher diary," and HoD subsequently confirms it.

At the end of the semester the teacher submits a academic audit report to the Head of the department. The faculty vice principal and IQAC then reviewed this.

Annual Academic and Administrative Audit are carried out internally by IQAC and externally by representatives of Burdwan University and Higher Education department and by the Board of Studies.

The IQAC evaluates the academic audit, which is an integral part of a teacher's annual assessment of performance.

#### Review-II: Monitoring of teaching-learning methodology

Students' online input on the curriculum is gathered in order to review the teaching-learning results. Student feedback of teachers is conducted and analysed regularly and communicated to the teachers.

The IQAC encourages departments to organize seminars on themes relevant to the educational needs and futuristic growth of the students.

The Placement Cell is encouraged by the IQAC to organize frequent soft skill training workshops.

Modern books and educational resources have been acquired to provide students with current knowledge.

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

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s)**

**D. Any 1 of the above**



**Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.netajimahavidyalaya.ac.in/coll ege-profile/nirf/">https://www.netajimahavidyalaya.ac.in/coll ege-profile/nirf/</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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

Measures initiated by the Institution for the promotion of gender equity during the year- The institution provides adequate amenities and fosters awareness and sensitization to gender equality through several annual events.

The college has a Girls' common room with amenities.

CCTV cameras are installed that help in monitoring the safety of girl students.

The college has installed a sanitary napkin vending machine. The College is equipped to address grievances related to sexual harassment through its active Internal Complaints Cell and Anti-Sexual Harassment Cell. However, no such grievances have been reported till date.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures**      **C. Any 2 of the above**  
**Solar energy**  
**Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

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

- Solid-Liquid Management-**

The classrooms and corridors have been provided with garbage containers. The networked drainage system receives the discharge from the toilets and washrooms and other liquid effluents of the individual buildings and release into the municipal sewage. Liquid deposits from the Science Building laboratories are discharged into their own chambers located in the building's rear. A rainwater drainage and harvesting system has been built on campus to avoid water logging.

- Biomedical waste**

Since there are no practical courses in the CBCS of bioscience departments like botany, zoology, and Environmental Science that could potentially produce biomedical wastes, no biomedical toxic wastes are produced on campus.

- E-waste management

Non-functioning E resources are re-used for assembling and surplus non-usable parts are considered as garbage. These are kept in an E-waste storage room at a specific site.

- Waste recycling system: Our institution has no such wasterecycling system. Though all the waste are collected bymunicipality.
- Hazardous chemicals and radioactive waste:The syllabus doesnot include any section or topic that requires the used ofhazardous chemical or radioactive materials. Hence theinstitution does not require such type of waste managementsystem.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
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**

C. Any 2 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	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**

**D. Any 1 of the above**

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

The institute undertakes necessary initiatives to provide an inclusive environment for the students and to inculcate the sense of peace, equality & harmony among them. Various activities/events focused on cultural, religious, regional, linguistic, communal and socioeconomic diversities have been organized to increase consciousness about tolerance and harmony. Our college has taken a lot of steps to promote communal peace among its stakeholders.

1. a)The College and Students Union hosts a blood donation camp to raise awareness and foster an awareness of social responsibility via cooperation.
2. International Mother Language Day: The Institute celebrates International Mother Language Day every year on 21st February to create awareness about Mother Language of each linguistic community.
3. 3. Yoga Day Celebration: The International Yoga Day (21st June) in every year is celebrated by the students and teachers in Institute. The college organizes Yoga training course for students.
4. NCC unit took initiative to organise 'Swachh Bharat Abhiyan'.
5. Students in college pursue their academic projects reflecting constitutional values as a part of their academic programme.
6. The college and students arrange Fresher's Welcome and

College Social.Students participated in cultural programs on the occasion of Rabindra Jayanti and Baishe Sravan respectively.

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 Indigenous Education Plan of Netaji Mahavidyalaya restates the college's long-standing commitment to the families, communities, and organizations of its students. The plan is by the statement of Rights, ideals, Duties, and Responsibilities as well as the emerging human ideals.

This college places a high priority on educating its faculty and students about the rights, duties, and responsibilities of citizens under the Constitution. This college, one of the best educational institutions in the state, frequently prepares its students for the Department of Parliamentary Affairs' annual Youth Parliament Competition. The college observes Independence Day, Republic Day, and National Youth Day to foster ongoing involvement and teamwork as well as the instillation of ideals into governance structures and decision-making processes to ensure a more responsive environment. The college empowers learners and staff to achieve their full potential socially, academically and professionally.

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,** D. Any 1 of the above

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**

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 College observes national and international commemorative days, events and festivals throughout the year.

Republic Day and Independence Day Flag hoisting ceremonies and other cultural activities are conducted. NCC cadets of Behala College take part in parades.

Birth and Death Anniversary of Kaviguru Rabindranath Tagore. Our college pays tribute to Kaviguru by offering dance, songs and recitals from his repertoire.

College celebrates its Foundation Day on 23rd January with our principal hoisting the college flag with the students, teachers and non-teaching staff. World Environment Day is observed on June 5th with sapling plantation. World Aids Day- This day is dedicated to organizing various awareness programmes to fight against HIV. Annual Sports For the holistic developments of the students, games and sports are organized annually. International Days are also celebrated with full enthusiasm like International Yoga Day, World Environment Day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
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.

**Title of the Practice: Encouraging Active Learning Approaches in Education**

**Objectives of the Practice:**

Increase student participation in class discussions, group activities, and interactive sessions. Foster teamwork by encouraging collaborative projects and group assignments. Integrate interactive technologies such as online simulations, virtual labs, or educational apps to make learning more engaging. Incorporate reflective activities where students can review and evaluate their own learning progress.

**The Context:**

Acquiring a higher education allows students to develop holistically, giving them access to learning opportunities and enhancing their employability. It is not always possible to enrich curricula with all the knowledge and expertise needed for their academic progression and move towards internships and lead to placement opportunities.

**Practices:**

With the assistance of research institutes and other higher education institutions, the department/college arranges training programs that broaden students' views and provide them with new skills. The college has implemented project-based learning, which has encouraged students to experience themselves like scholars.

**Evidence of Success :**



The overall impact of above -mentioned efforts has helped students and teachers to go beyond the curriculum and learn beyond the scope of the curriculum. Hands on training sessions especially for undergraduate students has equipped them practically.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 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

This college is not only one of the most innovative and advanced institutions in the South Hooghly region, but it's also one of the oldest. The institute has been promoting its objectives of the impoverished by offering excellent inclusive education that is devoid of prejudice based on caste, creed, or socioeconomic status to all facets of society.

The college/institute has been doing an excellent task providing all of its students with an excellent education while putting an intense focus on their overall development as citizens and making attempts to advance and become employable. The institution has outstanding proficiency in teaching and learning. Teaching-Learning has evolved in these years, with teachers using different teaching pedagogies like use of ICT platforms and e-resources and using virtual methods as well. The focus is mainly on identifying the learning levels of students and taking appropriate measures. There is a facility to study under Netaji Open University IGNOU on our campus. Most notably, under the TCS Affirmative Action Programme, students receive specialised training every year. The institution takes prompt, earnest action to attract and maintain highly qualified and motivated teachers and staff, as well as to provide them with the necessary facilities and equipment.

## 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

According to Burdwan University, the CBCS curriculum incorporates human values, gender issues, and environmental consciousness into the courses. The range of programs offered gives plenty of opportunities to incorporate cross-cutting challenges. Economic Development, Growth, and Planning courses analyzed demographic patterns and discuss proper resource distribution.

Being a co-aid institution, extra attention is made to ensure that gender issues are taught, and gender studies are covered in practically all language and humanities courses. In addition to humanism, the college's social initiatives and outreach efforts instill human values in the students. The college aims to spread awareness about being an eco-friendly, plastic-free campus and maintain a pleasant, green campus environment. Among the other things the college does, like plantations, are exploiting renewable energy resources, encouraging the use of biodegradable products, and managing e-waste. Energy & green audits are performed regularly. All college students must take Environmental Studies as a required subject. The college also has an Environmental Science department. Many science courses also include ethical and environmental issues as core components. The Department of Economics offers a course on intellectual property rights. The Environmental Science department offers a course on Law, Ethics, and Policy.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="https://www.netajimahavidyalaya.ac.in/academics/courses/">https://www.netajimahavidyalaya.ac.in/academics/courses/</a>

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

Netaji Mahavidyalaya adheres to the Burdwan University academic

calendar for UG and PG courses because it's a constituent college of Burdwan University. strictly adheres to the prescribed admissions procedure, dates, times, and schedule for classes and exams, among other requirements. Therefore, we must adhere to the University of Burdwan's evaluation process.

Every academic year, the newly admitted semester is introduced to their departmental curricula as well as the college's many co-curricular and extracurricular activities during an orientation programme.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://www.netajimahavidyalaya.ac.in/academics/academic-calendar/">https://www.netajimahavidyalaya.ac.in/academics/academic-calendar/</a>

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

**B. Any 3 of the above**

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

## **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**

File Description	Documents
Any additional information	<a href="#">View File</a>
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)

1

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

9

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

9

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

According to Burdwan University, the CBCS curriculum incorporates human values, gender issues, and environmental consciousness into the courses. The range of programs offered gives plenty of opportunities to incorporate cross-cutting challenges. Economic Development, Growth, and Planning courses analyzed demographic patterns and discuss proper resource distribution.

Being a co-aid institution, extra attention is made to ensure that gender issues are taught, and gender studies are covered in practically all language and humanities courses. In addition to humanism, the college's social initiatives and outreach efforts instill human values in the students. The college aims to spread awareness about being an eco-friendly, plastic-free campus and maintain a pleasant, green campus environment. Among the other things the college does, like plantations, are exploiting renewable energy resources, encouraging the use of biodegradable products, and managing e-waste. Energy & green audits are performed regularly. All college students must take Environmental Studies as a required subject. The college also has an Environmental Science department. Many science courses also include ethical and environmental issues as core components. The Department of Economics offers a course on intellectual property rights. The Environmental Science department offers a course on Law, Ethics, and Policy.

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

116

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	D. Any 1 of the above
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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)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

#### C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://www.netajimahavidyalaya.ac.in/naa_cdocs/SSS%202021-22%20upload%20(1).pdf">https://www.netajimahavidyalaya.ac.in/naa_cdocs/SSS%202021-22%20upload%20(1).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

2990

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

1106

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

According to the College's policy for evaluating student learning, students' learning levels are determined using the following criteria:

- For slow learners, regular mentoring is provided to assist them in identifying the fundamental causes of their difficulties and find solutions. In class, academic issues are discussed, and after analysing internal judgments, recommendations are given.
- Department faculty members lend out free books to slower learners. If necessary, parent-teacher conferences are scheduled to address academic concerns.
- Faculty members can evaluate several areas of learning, such as subject content, presenting skills, communication skills, and research orientation, using a flexible and creative internal mode of continuous assessment.
- Advanced learners receive recommended books to read and also advanced learning resources.

File Description	Documents
Link for additional Information	<a href="https://www.netajimahavidyalaya.ac.in/facilities/online-classes/">https://www.netajimahavidyalaya.ac.in/facilities/online-classes/</a>
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
5116	109

File Description	Documents
Any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The previous annual examination and curriculum approach placed a strong emphasis on the needs of the teacher. The CBCS system now incorporates a student-centric methodology by design, and the curriculum incorporates problem-solving, experiential learning, and participatory learning.

Departments that include such field visits in their syllabus routinely undertake study tours and field visits (see attached file). Study excursions are also offered by departments like Geography, BBA, and BCA. Attending musical events at colleges and universities is encouraged for music department students.

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

Owing to COVID, the year 2021-2022 was spent virtually entirely in lockdown. Because of this, all of this year's instruction has taken place online with the use of ICT tools. The method of instruction was Google Meet. Utilising the internet and PowerPoint presentations, the online classes were made engaging. Study materials were provided through the Whatsapp groups that were created for each course's pupils. Via these groups, all class and other notices were disseminated. This college provided reports to the University and the West Bengal Higher Education administration during the year about its online activities. The attachments for these reports are provided.

On 03rd February, 2022, when the college's offline operations began, a hybrid mode took hold, with all activities continuing to take place both online and offline.

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://www.netajimahavidyalaya.ac.in/facilities/computer-facility/">https://www.netajimahavidyalaya.ac.in/facilities/computer-facility/</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

109

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	No File Uploaded

### 2.4 - Teacher Profile and Quality

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

109

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	No File Uploaded

#### 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

33

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

1094

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.

Netaji Mahavidyalaya adheres to guidelines and regulations of the University of Burdwan pertaining to internal assessment. We upload internal assessment marks of students in the BU marks capturing portal. There is only one internal assessment during one complete semester. All the internal assessments are taken centrally from the college end.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/category/notices/">https://www.netajimahavidyalaya.ac.in/category/notices/</a>

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

The college has an internal continuous assessment system that is well-planned. It should be mentioned that the CBCS semester system allots 15 marks every paper for internal evaluation. Ten are reserved for internal exams, and five are assigned for class attendance. Internal exams are the method of choice at our college; programme courses are administered centrally, while honours courses are administered departmentally. Any student who has a problem with an internal exam should first bring it up with the department head. In general, the department head handles all scripts about her examination. If the Head has no way to resolve the issue, they write to the Principal, who then gives the Examination Subcommittee Convenor a call. They provide an answer to her issue. If there is an issue with the marks that have been submitted to the university, the Principal follows the Controller of Examinations' advice. The college has an Examination Sub Committee which is in-charge of monitoring the administration of both the university and internal examinations. Students are alerted each month about their attendance record, which is a component of the internal evaluation. A student has to apply with the required documentation if he/she is unable to attend the exam for any reason—medical, administrative, or any other legitimate reason—an internal examination is conducted for that student per the rules.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/category/notices/">https://www.netajimahavidyalaya.ac.in/category/notices/</a>

## 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.

According to the updated Bloom's taxonomy, each faculty member has formulated the Course Outcomes (COs) in accordance with the curriculum by utilizing action verbs that are suitable for each level. The Board of Studies and Academic Council have authorised POs, PSOs, and COs, which are currently available on the college website. Students learn about POs, PSOs, and COs, and the OBE process at the annual orientation programme. Every

department head and faculty member notifies the students of their respective departments of the POs and PSOs. The teachers responsible of a given course distribute the COs as well as their value to the learning process to every student at the beginning of session. Throughout the semester, this is reiterated at regular intervals along with the respective assessments.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.netajimahavidyalaya.ac.in/naacdocs/PSO2018-19.pdf">https://www.netajimahavidyalaya.ac.in/naacdocs/PSO2018-19.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.

All of the program and course outcomes that the college offers are specified, shared with students and teachers and posted on the college website. Each department frames the results, and the departments periodically analyze them. While teaching, every department makes an effort to meet the goals they have set forth. The department also routinely frames reports on actions performed. The action taken reports and these COs and POs are submitted on the internet. The college website has the CO-s for each program listed as an attachment.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.netajimahavidyalaya.ac.in/naacdocs/PSO2018-19.pdf">https://www.netajimahavidyalaya.ac.in/naacdocs/PSO2018-19.pdf</a>

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

1446

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	<a href="#">View File</a>
Paste link for the annual report	Nil

## 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)**

[https://www.netajimahavidyalaya.ac.in/naacdocs/SSS%202021-22%20upload%20\(1\).pdf](https://www.netajimahavidyalaya.ac.in/naacdocs/SSS%202021-22%20upload%20(1).pdf)

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
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**

0

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	No File Uploaded
Paste link to funding agency website	Nil

### 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

1

File Description	Documents
Report of the event	No File Uploaded
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

30

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

9

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

The college has a strong commitment to community service. The three National Service Scheme (NSS) units, working under the direction of their respective Program Officers, are primarily responsible for this job. There are 160 cadets in the NCC company. The NSS units has carried out community service in several rural areas of the Hooghly District in addition to their assigned villages.

Community work during the COVID-19 lockdown years was primarily focused on raising awareness of the infection and helping people in the general population who were experiencing difficulties. Giving rewards to the top three NSS performance across all three units is a very excellent policy of the college. In addition, a number of COVID awareness events for educators, students, and the community were conducted during the year of lockdown. Maintaining consistent year-round community and extended programs and services is essential.

File Description	Documents
Paste link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/college-profile/ncc-and-nss/">https://www.netajimahavidyalaya.ac.in/college-profile/ncc-and-nss/</a>
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**

7

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

7

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

4

File Description	Documents
e-copies of linkage related Document	No File Uploaded
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

1

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

As at present, the campus has 116 classrooms, 6 labs, 3 dormitories, an auditorium with 400 seats, and seminar hall conference rooms, among other amenities.

**Classrooms:** The College has built learning partitions out of cardboard and plyboard to accommodate the necessary number of classrooms. Regular repair and maintenance work is also done to support the teaching and learning processes.

Departments provide desktop computers and laptops, particularly when there is an actual demand for them. There are also desks, benches, chairs, tables, and glass boards available as additional essential teaching and learning tools. The College has a Virtual Classroom in addition to ICT-enabled classroom. White screens, projectors, and boards are also provided to the departments as needed. Additional of these devices, departmental computer networks, and intercom systems are needed. The lockdown situation caused the classrooms to deteriorate from their previous state.

**Laboratories:** Every department's college laboratory is growing based on annual budgetary allotments and requirements. Still, some departments require additional funding to buy equipment.

**Computing equipment:** Offices, labs, the Computer Hub (LRC), and the various cells all purchase computers and printers. The college purchases this kind of computer equipment under its financial budget, but further funding is still required to meet the college's needs.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/facilities/computer-facility/">https://www.netajimahavidyalaya.ac.in/facilities/computer-facility/</a>

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

The institution has excellent facilities for cultural activities, sports, games, gymnasium, yoga centre and other

such activities.

**Cultural activities:** Throughout the academic year, the college's Cultural Subcommittee hosts several cultural competitions and events. There are organised events such as Swaraswati Puja, Independence Day, Republic Day, Netaji birthday, Matrihasha diwas, Baishe Shrabon, and so on. Cultural completions are held, and internal college students receive certificates and prizes. 2021-22 include the organisation of cultural programmes using virtual means, including student participation and teacher management.

**Sports:** The college features an eleven-side football field. Outdoor events include annual sports, cricket matches, Hand ball, volley ball, kabbadi, Kho-Kho and interdepartmental football tournaments. The college has been regularly winning sporting events on the University, District and State level, and some of our

students have also won awards in yoga on the national level.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/facilities/games-and-sports/">https://www.netajimahavidyalaya.ac.in/facilities/games-and-sports/</a>

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

9

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

9

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/academics/laboratories/">https://www.netajimahavidyalaya.ac.in/academics/laboratories/</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)

59.36678

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
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)

The Library is fully automated, using SOUL-3.0 software. Through this software, students' data can be accessed. The library provides various services and facilities like student and staff membership entry, book database entry, book issue and return, student library card printing with barcode, books barcode printing, stock checking, viewing of the reports of book issue, etc. All library data is available through this software, and there is a special website for the college library, which is integrated with the college website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="https://www.netajimahavidyalaya.ac.in/about-library/">https://www.netajimahavidyalaya.ac.in/about-library/</a>

<b>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</b>	<b>E. None of the above</b>
--	-----------------------------

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>

<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>
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<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>
---

<b>0.43</b>
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File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

<b>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)</b>
--

<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>
<b>42</b>

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 institution has set out funds for modernizing its IT infrastructure and has an IT policy dealing with cyber security, wi-fi, and other topics.

The 145 Desktop computers at the college have been updated as needed.

Upgrades have been made to seminar rooms, and a virtual classroom is set up there.

The college has six access points with a 100 MBPS bandwidth that are fully equipped with Wi-Fi. The library software, SOUL-3 version, has been updated.

Complete online admission system has already been introduced. Online submission of marks of internal assessment & attendance, result declaration, generation of marksheets has been successfully introduced following the norms of the University of Burdwan.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/facilities/computer-facility/">https://www.netajimahavidyalaya.ac.in/facilities/computer-facility/</a>

#### 4.3.2 - Number of Computers

145

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

#### 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)

59.36678

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.

The Institution submits plans and proposals from time to time to the Government for approval and financial sanction. For maintaining Academic-Physical and Support-Facilities, the Annual Budget for the session is approved by the Governing-Body and Finance Committee. For all sorts of Academic expenditures



including Books-Journals, IT-Facilities, Special-Lectures, State & National level seminars/workshops/competitions, Laboratory Requirements; Governing-Body and other Respective-Committees allocate finite resources for the prioritized needs as per requisitions placed by the Head-of-Department. Purchase, E-Tender, and all Financial are done in accordance to Strict-Government-Rules. The library sub-committee headed by the Librarian proposes the purchase and maintenance of the library resources, departmental allotment of books, mode of purchase, and maintenance of the existing books based on the budgetary provisions or funds available which are subsequently approved by the Principal in consultation with the Departmental Heads and the concerned units/cells. The building committee looks after all the maintenance, repair, and construction works of the college building and Physical-Infrastructure including Water and Power supply. All works are done through Tender as per standard norms. Stock-Register of Components/Instruments is maintained by a lab attendant. Maintenance Multi-Gym, Sports-Equipment, and First Aid Box is maintained by the Physical Education Department regularly.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/college-profile/administration/">https://www.netajimahavidyalaya.ac.in/college-profile/administration/</a>

## 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**

3265

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
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

52

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="https://www.netajimahavidyalaya.ac.in/">https://www.netajimahavidyalaya.ac.in/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
4	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
4	
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>
<b>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</b>	<b>E. None of the above</b>
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
<b>5.2 - Student Progression</b>	
<b>5.2.1 - Number of placement of outgoing students during the year</b>	
<b>5.2.1.1 - Number of outgoing students placed during the year</b>	

4

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

174

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
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

52

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

### 5.3 - Student Participation and Activities

#### 5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

##### 5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

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

There haven't been any rules governing the implementation or formation of student councils in colleges for a long time. Instead, university and state government regulations supervise student council development at the college level. On the following academic and administrative bodies of the college, however, students actively participate as representatives.

IQAC - The college's IQAC committee consists of one student representative who attends all committee meetings and provides opinions and observations.

Additionally, they are essential in getting students interested about extracurricular activities planned at the college level.

The Saraswati Puja, Annual Social, and Freshers' Welcome are all coordinated by the Students' Union. It honors significant occasions including International Language Day, Teachers' Day, and Rabindra Jayanti. It hosts a variety of events.

It helps the Sports Committee organize intercollegiate football and cricket tournaments as well as annual sports.

Student representatives for NSS and NCC take part in executing outreach programs under NSS.

File Description	Documents
Paste link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/college-profile/ncc-and-nss/">https://www.netajimahavidyalaya.ac.in/college-profile/ncc-and-nss/</a>
Upload any additional information	No File Uploaded

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

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

5

File Description	Documents
Report of the event	No File Uploaded
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

We do not have any registered Alumni Association.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

"To provide education for knowledge, wisdom, freedom and enhancement of capabilities" is the primary goal of the college. The college's vision and goal can be achieved through participative management and decision-making, supported by leadership and governance. "Education for All irrespective of caste, creed, religion, gender, and economic status" is the college's objective. It incorporates the values of social accountability, responsibility, and diversity. The college meets the demands of society in the areas of education, social services, culture, and economy. These innate values are taken into consideration while framing policies.

The GB has approved the perspective plan, which was created by the Internal Quality Assurance Cell (IQAC).

High-speed internet facilities have been added to classrooms and laboratories in response to the evolving needs of the students.

The interior of the library has been completely renovated, and an extensive collection of digital resources is now available.

Many initiatives to raise awareness of gender issues are planned, along with self-defense and yoga classes.

The Placement Cell plans soft skill and employment opportunity training in addition to recruiting drives of our institution.

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.

In the disciplines of academics, administration, and extracurricular activities, Netaji Mahavidyalaya employs decentralization and participative management approaches.

Decentralization in academic matters:

The Principal works by the management's recommendation given by the IQAC to improve teaching and learning.

Academic matters are discussed by the Teachers' Council, which is chaired by the Principal. The faculty member participates in various subcommittees.

The admissions process is supervised by the Academic Subcommittee and the Admission Committee.

The Routine Committee coordinates with each department to develop the schedule.

The Library Committee monitors the upkeep and facilities of the library.

The Sports Committee plans to conduct events every year.

Decentralization in administrative matters:

The Governing Body is the apex body for all approvals related to academic and administrative activities/ reforms.

Three elected faculty are Teachers' Representatives in the Governing Body. Faculty member act as Bursar, Coordinators of Post-Graduate Studies, and distance learning centres of Netaji Subhas Open University and IGNOU, members of committees like-Finance, Development and Purchase, Anti-Ragging, Discipline, Student Advisory, Internal Complaints Committee against Sexual Harassment, Garden, Canteen etc.

Decentralization in extra-curricular activities:

Teachers' representation in committees like NCC, NSS, Placement, Student Welfare Cultural Committee. Students' and Non-teaching staff representation in IQAC, Governing Body, student affairs, sports, etc. Student office bearers conduct



Annual Social, Saraswati Puja, blood donation camps etc.

File Description	Documents
Paste link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/">https://www.netajimahavidyalaya.ac.in/</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

At the start of the academic year, the IQAC prepares the institutional plan of action for quality enhancement through various kinds of events, infrastructure development, and other initiatives. After the year, an assessment is conducted to evaluate how effectively the plan has been executed.

The following perspective plans were realized during the year:

Conducting of online student satisfaction survey

Improvement in e-learning resources

Conducting of internal and external academic audit

Formation of NAAC Committee and collection and submission of SSR

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/college-profile/sub-committees/">https://www.netajimahavidyalaya.ac.in/college-profile/sub-committees/</a>
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 organogram highlights the democratic nature of the administration. The organizational structure operates:

The Governing Body under the leadership of the President

discusses issues relating to finance, infrastructure, faculty recruitment etc.

The Principal, assisted by Teachers' Council and the NonTeaching Staff, works as the chief administrator and manages the overall functioning of the college.

The Departmental Head in collaboration with the Principal and their respective departments accomplish the academic, financial and co-curricular requirements of the departments.

The Internal Quality Assurance Cell (IQAC) ensures quality through internal academic and administrative audit and conducts skill-based and quality events.

The Bursar, appointed by the Governing Body and recommended by the Principal, manages internal finances and financial audit of the college to ensure effective utilization of funds.

The Student members addresses student related issues and organizes extracurricular activities in collaboration with NSS, NCC and other committees.

The administrative decisions are implemented through the Administrative Officer, assisted by the Accountant, Cashier and a team of staff.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://www.netajimahavidyalaya.ac.in/college-profile/administration/">https://www.netajimahavidyalaya.ac.in/college-profile/administration/</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

The institution effectively implements the welfare schemes for the teaching and Nonteaching faculties.

The College makes arrangements for availing all the government schemes such as Gratuity, Pension, Commutation of Pension, Earned Leave encashment, Maternity Leave, Medical Facility, Leave on Overseas Project or Conference, Health Fund Scheme, Permission to attend FDP such as Orientation programmes and Refresher courses, short term courses, etc. for the career development and progression of the teaching as well as non-teaching staff.

Besides the above, the following benefits are given to the teaching and non-teaching staff.

#### Financial Support

Interest free Housing Loan for domestic employees

#### Material Benefits

Wi-Fi facility to the staff inside the college campus

#### Recognition and Rewards

The spouse or family member (Non-Teaching Staff) is given a job on compassionate grounds.

#### Avenues for Career Development and Progression

Initiation and training programmes for the newly recruited staff

Various other training programmes such as item writing, research project etc for teaching fraternity, training on Public Finance Management System, Ms-Office non-teaching staff, and waste management, operating fire extinguisher training for domestic staff

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<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)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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**

**The institute uses a fair system to assess the performance of both the employees who teach and those who do not.**

Each member of the teaching staff must successfully complete a demanding appraisal procedure using a form that is countersigned by the university's experts, the government, and the principal before they advance to a higher level. An instructor must advance via three tiers of the Assistant Professor promotion ladder before they can be promoted to Associate Professor. By this framework, the teacher's evaluation is based on some extracurricular activities, administrative responsibilities, and student activities.

Every instructor undergoes evaluation by the Governing Body before their service is confirmed. During the review process, the ROPA 19 regulations are taken into account.

The implementation of a performance evaluation system is not required for promotions for non-teaching staff. The West Bengal government is responsible for the advancement of non-teaching personnel. Following a predetermined period of service, the incumbent submits the application, which is then recommended by the Principal following approval by the relevant government agency.

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

## 6.4 - Financial Management and Resource Mobilization

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

College conducts both internal and external audit of the college books of accounts each financial year.

Internal Audit - The Bursar, Accountant, Purchase Committee, Finance Committee, and Principal oversee and manage the financial matters. Procedure for purchases: quotations are asked for costs are compared. Utilization certificates are generated for grants obtained from the Higher Education Department, RUSA, and UGC. The Bursar and the Principal recheck and carefully examine the financial data that the accountant has provided to ensure that it is accurate, transparent, and authentic. Audit performed by a certified chartered accountant

with governing body permission. In addition, frequent meetings are held to assist in allocating the funds according to department and activity, and by the schemes' purposes.

The audit/verification process includes checking all cash bank receipts and payments, compiling a list of important cash payments, verifying the applicability of TDS, bank reconciling accounts, checking the payroll register, checking TDS, refunding admission cancelation instances, and analyzing variances from the budget. In the same manner, scholarship accounts are promptly verified.

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

**Mobilisation of funds:** Netaji Mahavidyalaya receives major funds from UGC, Higher Education Department, Government of West Bengal, RUSA etc. Funds are also generated from students' fees, self-financed and certificate courses.

**Utilization of funds:**

The Building Committee and Purchase Committee help in the preparation, allocation and utilization of funds. Purchases are done through a tender system. All transactions are supported by the vouchers and bills are processed by the accounts section, the Bursar and the Principal. Collections are deposited in the bank and expenditure, recurring and non-recurring, are incurred through Cheques/Electronic mode. Tally Software is used. Fees received from students are used for development. Documents are properly audited. Physical and academic facilities like libraries, laboratories, IT infrastructure and Sports are strengthened. Workshops, seminars, and field trips are organized.

File Description	Documents
Paste link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/college-profile/administration/">https://www.netajimahavidyalaya.ac.in/college-profile/administration/</a>
Upload any additional information	<a href="#">View File</a>

## 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

The IQAC has taken the following steps in different areas for student enrichment and upgradation-

Introduction of subject orientation programmes for freshers who did not study the subjects taken as Honours.

Development of an online examination portal for continuous internal assessment. Online evaluation of PO-CO outcomes.

Access to INFLIBNET.

One practice which has been successfully implemented based on institutional strategic plan is - 1. Teaching-Learning and Evaluation

a) Training of teachers for the use of different pedagogies has been practiced especially with reference to ICT tools used for teaching-learning .

Teachers have been motivated to publish their work in UGC CARE list journals.



Flexible methods of evaluation/ assessment have been practiced by all departments.

File Description	Documents
Paste link for additional information	<a href="https://www.netajimahavidyalaya.ac.in/college-profile/iqac/naac/">https://www.netajimahavidyalaya.ac.in/college-profile/iqac/naac/</a>
Upload any additional information	No File Uploaded

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

The IQAC periodically evaluates the teaching-learning process, its structure, operational procedures, and learning objectives-

#### Review- I: Academic Audit

The head of the department assigns the courses, and the teacher prepares a lesson plan for each course based on the days that are available for instruction. Information is documented in the "teacher diary," and HoD subsequently confirms it.

At the end of the semester the teacher submits a academic audit report to the Head of the department. The faculty vice principal and IQAC then reviewed this.

Annual Academic and Administrative Audit are carried out internally by IQAC and externally by representatives of Burdwan University and Higher Education department and by the Board of Studies.

The IQAC evaluates the academic audit, which is an integral part of a teacher's annual assessment of performance.

#### Review-II: Monitoring of teaching-learning methodology

Students' online input on the curriculum is gathered in order to review the teaching-learning results. Student feedback of teachers is conducted and analysed regularly and communicated to the teachers.

The IQAC encourages departments to organize seminars on themes relevant to the educational needs and futuristic growth of the

students.

The Placement Cell is encouraged by the IQAC to organize frequent soft skill training workshops.

Modern books and educational resources have been acquired to provide students with current knowledge.

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

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

**D. Any 1 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.netajimahavidyalaya.ac.in/college-profile/nirf/">https://www.netajimahavidyalaya.ac.in/college-profile/nirf/</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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

Measures initiated by the Institution for the promotion of gender equity during the year- The institution provides adequate amenities and fosters awareness and sensitization to gender equality through several annual events.

The college has a Girls' common room with amenities.

CCTV cameras are installed that help in monitoring the safety of girl students.

The college has installed a sanitary napkin vending machine. The College is equipped to address grievances related to sexual harassment through its active Internal Complaints Cell and Anti-Sexual Harassment Cell. However, no such grievances have been reported till date.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

**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**

**C. Any 2 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**

- **Solid-Liquid Management-**

The classrooms and corridors have been provided with garbage containers. The networked drainage system receives the discharge from the toilets and washrooms and other liquid effluents of the individual buildings and release into the municipal sewage. Liquid deposits from the Science Building laboratories are discharged into their own chambers located in the building's rear. A rainwater drainage and harvesting system has been built on campus to avoid water logging.

- **Biomedical waste**

Since there are no practical courses in the CBCS of bioscience departments like botany, zoology, and Environmental Science that could potentially produce biomedical wastes, no biomedical toxic wastes are produced on campus.

- **E-waste management**

Non-functioning E resources are re-used for assembling and surplus non-usable parts are considered as garbage. These are kept in an E-waste storage room at a specific site.

- **Waste recycling system:** Our institution has no such wasterecycling system. Though all the waste are collected bymunicipality.
- **Hazardous chemicals and radioactive waste:**The syllabus doesnot include any section or topic that requires the used ofhazardous chemical or radioactive materials. Hence theinstitution does not require such type of waste managementsystem.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water**

**C. Any 2 of the above**

harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	
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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**

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

<b>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</b>	<b>E. None of the above</b>
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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**

**D. Any 1 of the above**

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

**The institute undertakes necessary initiatives to provide an inclusive environment for the students and to inculcate the sense of peace, equality & harmony among them. Various activities/events focused on cultural, religious, regional,**

linguistic, communal and socioeconomic diversities have been organized to increase consciousness about tolerance and harmony. Our college has taken a lot of steps to promote communal peace among its stakeholders.

1. a)The College and Students Union hosts a blood donation camp to raise awareness and foster an awareness of social responsibility via cooperation.
2. International Mother Language Day: The Institute celebrates International Mother Language Day every year on 21st February to create awareness about Mother Language of each linguistic community.
3. 3. Yoga Day Celebration: The International Yoga Day (21st June) in every year is celebrated by the students and teachers in Institute. The college organizes Yoga training course for students.
4. NCC unit took initiative to organise 'Swachh Bharat Abhiyan'.
5. Students in college pursue their academic projects reflecting constitutional values as a part of their academic programme.
6. The college and students arrange Fresher's Welcome and College Social.Students participated in cultural programs on the occasion of Rabindra Jayanti and Baishe Sraavan respectively.

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 Indigenous Education Plan of Netaji Mahavidyalaya restates the college's long-standing commitment to the families,

communities, and organizations of its students. The plan is by the statement of Rights, ideals, Duties, and Responsibilities as well as the emerging human ideals.

This college places a high priority on educating its faculty and students about the rights, duties, and responsibilities of citizens under the Constitution. This college, one of the best educational institutions in the state, frequently prepares its students for the Department of Parliamentary Affairs' annual Youth Parliament Competition. The college observes Independence Day, Republic Day, and National Youth Day to foster ongoing involvement and teamwork as well as the instillation of ideals into governance structures and decision-making processes to ensure a more responsive environment. The college empowers learners and staff to achieve their full potential socially, academically and professionally.

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 College observes national and international commemorative days, events and festivals throughout the year.

Republic Day and Independence Day Flag hoisting ceremonies and other cultural activities are conducted.NCC cadets of Behala College take part in parades.

Birth and Death Anniversary of Kaviguru Rabindranath Tagore Our college pays tribute to Kaviguru by offering dance,songs and recitals from his repertoire.

College celebrates its Foundation Day on 23rd January with our principal hoisting the college flag with the students, teachers and non-teaching staff. World Environment Day is observed on June 5th with sapling plantation. World Aids Day- This day is dedicated to organizing various awareness programmes to fight against HIV. Annual Sports For the holistic developments of the students, games and sports are organized annually.International Days are also celebrated with full enthusiasm like International Yoga Day, World Environment Day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
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.

**Title of the Practice: Encouraging Active Learning Approaches in Education**

**Objectives of the Practice:**

Increase student participation in class discussions, group activities, and interactive sessions. Foster teamwork by encouraging collaborative projects and group assignments. Integrate interactive technologies such as online simulations, virtual labs, or educational apps to make learning more engaging. Incorporate reflective activities where students can review and evaluate their own learning progress.

**The Context:**

Acquiring a higher education allows students to develop holistically, giving them access to learning opportunities and enhancing their employability. It is not always possible to enrich curricula with all the knowledge and expertise needed for their academic progression and move towards internships and lead to placement opportunities.

**Practices:**

With the assistance of research institutes and other higher education institutions, the department/college arranges training programs that broaden students' views and provide them with new skills. The college has implemented project-based learning, which has encouraged students to experience themselves like scholars.

**Evidence of Success :**

The overall impact of above -mentioned efforts has helped students and teachers to go beyond the curriculum and learn beyond the scope of the curriculum. Hands on training sessions especially for undergraduate students has equipped them practically.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 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

This college is not only one of the most innovative and advanced institutions in the South Hooghly region, but it's also one of the oldest. The institute has been promoting its objectives of the impoverished by offering excellent inclusive education that is devoid of prejudice based on caste, creed, or socioeconomic status to all facets of society.

The college/institute has been doing an excellent task providing all of its students with an excellent education while putting an intense focus on their overall development as citizens and making attempts to advance and become employable. The institution has outstanding proficiency in teaching and learning. Teaching-Learning has evolved in these years, with teachers using different teaching pedagogies like use of ICT platforms and e-resources and using virtual methods as well. The focus is mainly on identifying the learning levels of students and taking appropriate measures. There is a facility to study under Netaji Open University IGNOU on our campus. Most notably, under the TCS Affirmative Action Programme, students receive specialised training every year. The institution takes prompt, earnest action to attract and maintain highly qualified and motivated teachers and staff, as well as to provide them with the necessary facilities and equipment.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.3.2 - Plan of action for the next academic year

- Introduction of National Education Policy and Three and Four Year Degree course

- Celebration of Platinum Jubilee Ceremony of the College
- Starting new Add-on/Certificate courses
- Placement promotion and superannuation of Teaching and Non-teaching staff of the college.