YEARLY STATUS REPORT - 2020-2021

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

• 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)	https://www.netajimahavidyalaya.ac.in/wp-content/uploads/2023/11/revised_aqar_report-2019-20-1.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.netajimahavidyalaya.ac.in/academics/academic-calendar/

5.Accreditation Details

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**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	**NIL**	**UGC**	**2020 (365 days)**	**122620**
Institutional	**NIL**	**State Govt.**	**2020**	**81618058**

8.Whether composition of IQAC as per latest	**Yes**

NAAC guidelines		
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	1	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	No	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

At the time of COVID-19 breakout, the IQAC Coordinator requested the Principal to continue and monitor virtual classes on online mode by maintaining a class routine as per instructions of our affiliating University, and the same was done accordingly.

The IQAC arranged a webinar with the help of different departmental teachers, and sub-committees. The aim of the IQAC Coordinator and the Principal was to keep the students engaged in their higher studies.

Environment awareness Programmes like celebration of Tree plantation Programme, Swachh Bharat Abhiyan, World Environment day Celebration was organized by NCC and NSS cell of the college

Our college has organised blood donation camps, clothes and foods distribution programmes through NCC and NSS for the local community during corona pandemic.

IQAC submitted data in the Data Capturing System for 2021 towards NIRF ranking.

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

21-02-2024 12:47:30

Plan of Action	Achievements/Outcomes
Awareness of COVID-19	**To ensure every individual's mental and physical safety, the college principal notified and instructed all of the staff, guardians, and students about the epidemic. Together with the members of the IQAC, he devised several programmes to provide food and clean drinking water to the underprivileged who had lost their employment as a result of the crisis. The College has made exceptionally notable financial contributions to the Central and State Governments, as well as to the members of the self-help group, through the efforts of its teachers.**
Follow Burdwan University's instructions for the online internal evaluation and final exam process, including uploading the results	**Under the auspices of IQAC, the Academic Subcommittee held a number of virtual meetings to communicate the online protocols for conducting regular classes, conducting internal assessments and final exams, analysing response scripts, and, at the end, concluding the process with the uploading of marks for each semester.**
Improving Education Quality	**In response to the challenges posed by the ongoing pandemic, Netaji Mahavidyalaya has embraced the digital transformation of education by introducing live digital classrooms using Google Classroom platform. This initiative ensures routine online classes, allowing students to seamlessly continue their education from the safety of their homes. The Google**

	Classroom platform facilitates interactive sessions, ensuring effective communication and engagement between educators and students.
Webinar	Netaji Mahavidyalaya remains dedicated to fostering a dynamic and adaptive learning environment, ensuring that students receive a high-quality education even in challenging times.
Teacher's and Staff;s Contributions and Help to Locals Affected by Lockdown	Throughout these difficult moments, the Netaji Mahavidyalaya community has shown remarkable dedication from its teachers. non-teaching staff, and casual non-teaching personnel. In these difficult times, Netaji Mahavidyalaya is dedicated to upholding its reputation as a reputable and caring organisation by actively supporting local community welfare initiatives as well as government initiatives. The institution aims to significantly improve the lives of individuals impacted by the pandemic by promoting a sense of cooperation and shared responsibility.

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	24/02/2022

15.Multidisciplinary / interdisciplinary

Multidisciplinary research methods are essential in the modern day. This organisation has started several activities to support and highlight the many multifaceted goals' and objectives.

Netaji Mahavidyalaya, Arambagh has 24 departments spanning across Sciences, Humanities, Social Sciences and Languages hence is fully prepared and geared up for offering a complete multidisciplinary and Interdisciplinary experience to its learners. The college/institution has started emphasising holistic and multidisciplinary education, which will develop human capacities in an integrated manner, including intellectual, artistic, social, physical, emotional, and moral.

To be prepared for the NEP, the institution intends to concentrate more on departments, ICT-based learning, Languages, Cultural and Social Activities, and other subjects that are necessary for a multidisciplinary, stimulating holistic student development. The University has approved a list of courses that the College will provide, with flexible and creative curricula.

The college is proud to have an active and energetic NSS and NCC, as well as has adopted three villages as part of the Scheme. The college is engaged in environmental education, and community service through several activities.

16.Academic bank of credits (ABC):

As part of the National Education Policy, Academic Bank of Credit (ABC) offers students enrolling in undergraduate (UG) and postgraduate (PG) programmes a variety of entry and exit options, enabling them to leave and return within the designated period. Flexibility in academic courses can help students obtain employment, enhance their credentials, and reduce the dropout rate. The College is currently ready to implement the University-approved Academic Bank of Credits framework into practice. Additionally, the college already allows students to choose the elective courses they want to take, allowing it to adjust to multiple entrances, partnerships with other colleges, and other circumstances. Since the ABC regulation will support blended learning, students will be able to use SWAYAM to obtain credits from a variety of HEIS enrolled under their system.

The college's faculty has entirely switched to a blended method of teaching-learning pedagogy, providing learners with individualised solutions and completely adopting the leaner-centric methodology. In addition to the usual teaching and learning that takes place in the classroom, faculty members also create and deliver content in response to areas where students' knowledge is lacking.

17.Skill development:

Elective skill enhancement courses are offered by the college to its students based on their needs, ability, and curriculum. The college also provides generic elective courses that are designed to foster a hands-on, discipline-related approach in addition to these courses. These courses should include both theory and lab/hands-on/training/fieldwork because they are intended to impart information based on values and/or skills. These courses' primary goal is to give students practical life skills that will improve their employability.

These kinds of programmes help students to apply their skills to their full potential and help them cultivate certain best practices in their daily lives. By enrolling in these courses, students can assess their potential and plan their careers appropriately. Students who take skill-enhancement courses feel more confident and can grow as humans.

In addition, the college offers courses in environment science and language skills under the ability Enhancements programme. Life skills such as yoga and the gym are highlighted.

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

The concept of the integrated knowledge system was inspired by NEP2020. It defines the system of education as an integrated entirety where the power of knowledge is communicated in a way that relates to the Indian people's hearts and minds. The fundamental objective of this system is to keep the relationship between the present objectives of educational excellence and refocus, reinvent, and modify the path of knowledge along the boundaries of its glorious history.

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

The institution is committed to outcome-based education, focusing on continuous improvement and maintaining academic benchmarks. The emphasis on addressing teaching and learning problems through ongoing formative assessment, curriculum mapping, and updates

reflects a proactive approach to adapt to evolving educational needs.

The establishment of a mentor-mentee system is a commendable practice, allowing faculty members to play multiple roles to support students in various aspects of their educational journey. The roles of instructor, trainer, guide, and mentor cater to the diverse needs of students, providing a well-rounded support system.

This holistic approach, combined with regular updates to meet learning outcomes and stay current with knowledge requirements, ensures that the institution is dedicated to delivering a high-quality education. By integrating these practices, the institution is likely to foster a dynamic and responsive learning environment, ultimately helping students achieve their objectives and succeed academically.

20.Distance education/online education:

During the 2020-21 academic year, when every continent was placed under an unexpected and unprecedented lockdown to stop the spread of the deadly coronavirus Covid-19, our institution adapted to the challenges posed by the COVID-19 pandemic by developing an online education portal, NM-Online. The provision of a digital teaching resource repository with various content types, including handwritten notes, e-books, PowerPoint presentations, and videos, shows a commitment to ensuring a comprehensive learning experience for students despite the physical restrictions. Additionally, as part of an internal academic audit, the platform allowed students to provide feedback on the teaching-learning process, which the Authority and his team could review at convenient intervals to track both students' and teachers' academic performance.

The utilization of the portal for various activities such as webinars, and cultural events indicates a versatile and dynamic use of online education tools. Such initiatives are essential for the holistic development of students and the professional growth of educators.

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	View File

2.Student

2.1	**5112**
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	**2465**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	**1497**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**109**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**60**
Number of Sanctioned posts during the year	

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

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**101**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**126.78690**
4.3 Total number of computers on campus for academic purposes	**145**

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

The Principal issues commencement notices for both odd and even semesters at the beginning of the academic sessions/year 2020-21 in accordance with university notifications and the college academic calendar. The master routine is prepared by the routine committee and distributed to the departments for manning. Division Based on the number of classes assigned to each topic in the university syllabus, teachers create their teaching plans. Students receive information from the departmental notice board, the curriculum, and the course outcomes .However, because of the Corona pandemic, we have specifically scheduled this academic year's classes to be conducted virtually. A couple of internal assessments are conducted to cater for student learning levels, and extra or tutorial lessons are scheduled for the duration of the session. The college closed during the 2020-21 academic year because of the COVID-19 pandemic. The complete curriculum was delivered online using resources including YouTube streaming, Zoom, Webex meetings, Team Link, Google Meet, and Google Classroom. For the practical classes, fieldwork, and project work, students were encouraged to research species in their gardens and other nearby locations for life science courses, while for physics and other science subjects, they were given virtual tours of laboratories and virtual lab websites.

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

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

Following the University directives, the college plans its teaching and continuous evaluation processes accordingly. Continuous academic evaluation helps all students including slow learners and this often gets reflected in their University results. Based on the College academic calendar and the University notifications, the examination subcommittee prepares the schedule of internal assessment of each course and notify the dates and time of the internal assessments to the students. The dates for internal assessments are set by the academic and examination subcommittees and are publicized on the college website and notice boards. The dates could alter based on the announcements by the university. The evaluative internal assessments are conducted following this mechanism, while the no evaluative internal assessments are conducted by each department as per their convenience. However, during the session 2020-21, due to the imposition of lockdown by the State Government the academic calendar was not followed properly.

File Description	Documents
Upload relevant supporting documents	[View File]
Link for Additional information	https://www.netajimahavidyalaya.ac.in/academics/academic-calendar/

1.1.3 - Teachers of the Institution participate in **B. Any 3 of the above**
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

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

1.2 - Academic Flexibility

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

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

24

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

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

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

1

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

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

0

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

the year

`01`

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

1.3 - Curriculum Enrichment

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

As per the CBCS curriculum, Human values, Gender Issues, and Environment consciousness are integrated into the curricula and all the courses are taught in the college. Gender issues are of predominant importance in this college as its co-educational college and among the best colleges in Hooghly District. Special care is taken to impart knowledge about women's rights and problems. Environmental Studies is a compulsory subject for all students, both in Humanities and Science streams. Professional ethics are imparted to the students through the Career Counselling Cell. There are many cells in the college e.g. Internal Complaints Committee (ICC), ANTI RAGGING COMMITTEE, GRIEVANCE REDRESSAL CELL to handle students' academic and personal problems.

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

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

`6`

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	<u>View File</u>
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)	<u>View File</u>

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

1

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

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	**No File Uploaded**
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)	<u>View File</u>

1.4.2 - Feedback process of the Institution may be classified as follows   `D. Feedback collected`

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	**Nil**

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	[View File](#)

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

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

2465

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

2.2 - Catering to Student Diversity

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

Each department takes sincere initiatives to assess the learning levels of students. Before the pandemic situation, the learning levels were assessed through face-to-face orientation session, class lectures, formative assessments, problem solving sessions, quizzes,

feedback on classes and viva-voce. During the academic session 2020-21, learning levels were assessed through online mode using all of these strategies. For slow learners, special revision classes are organized by departments along with tutorial classes, group discussions and academic counseling by the mentors. Frequent tests are conducted for slow learners. Special classes are also organized separately for the advanced learners and slow learners which includes presentation of a topic by them through power-point presentations in order to improve their communication and presentation skills. Students are provided special assistance to meet up their requirement of books from the departmental libraries. Advanced learners are encouraged and helped to participate in competitions, debates, research webinars, creative article writing and also presentations are organized to consider their varied dimensions of intelligence and abilities. Students are motivated to participate in exhibition, projects and departmental seminars to enhance their skill for deliberation and in depth knowledge of the subject.

However, no concerted effort could be realised because to COVID-19.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	View File

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

Number of Students	Number of Teachers
5112	109

File Description	Documents
Any additional information	View File

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

It's true that the COVID-19 pandemic has had a profound impact on education worldwide, disrupting traditional classroom settings and prompting a shift towards remote and online learning. This transition has indeed presented challenges for implementing student-

centric approaches, such as problem-solving techniques, experiential learning, and interactive learning. However, it's inspiring to note that some teachers, especially in science faculties, have been able to adapt and find innovative ways to enhance students' learning experiences. These teachers likely utilized various tools and platforms to facilitate problem-solving sessions and interactive learning experiences. Virtual simulations, online collaborative platforms, and video conferencing tools are just a few examples of technologies that can be leveraged to create engaging and participatory learning environments.

File Description	Documents
Upload any additional information	View File
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 the pandemic (Covid-19), all instruction was moved to an online format. Google Meet, Zoom, Conference Call, WhatsApp, and other apps were utilised for desktop and laptop instruction. Smartphone, etc. Study materials included online videos, YouTube videos, PPT, PDF, Excel, and other files. E-books and e-journals were employed to great effect in the classroom. Internal assessments were conducted online using a Google form and submitted to the examiners' email addresses. The seminar room, conference room and Laboratories are well equipped with advanced computing facilities, sufficient printers and scanners. The College have developed an e-classroom portal for uninterrupted teaching-learning process during the long lockdown of Covid-19. All the faculties have conducted classes and uploaded study materials through the e-classroom portal. The institution has successfully conducted the examinations through online mode. Social media is skilfully used by the College through its Website, WhatsApp group and Facebook account. The institution encourages teachers to attend training programs, workshops, seminars and conferences related to the ICT use or innovation in teaching-learning.

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

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.	**No File Uploaded**
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)	View File
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

30

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)	View File

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

2.4.3.1 - Total experience of full-time teachers

1092

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The affiliating University has a structured approach to internal exams, with guidelines set in advance and adherence to the Credit Based Choice System (CBCS) guidelines. The departments generally comply with the specified guidelines indicates a standardized approach to assessment across various disciplines. The frequency of internal assessments is predetermined, some departments choose to create their own evaluation program schedules. This flexibility suggests that departments have some autonomy in tailoring assessments to their specific needs. The use of Google Classroom and Google Meet technology-driven approach to education. These platforms likely facilitate communication, collaboration, and the sharing of resources between students and teachers. The commitment to transparency, such as providing updated answer scripts after written exams, is commendable. This practice allows students to understand their performance, identify areas for improvement, and fosters a culture of openness and feedback.

Departments engage in discussions with students about outcomes,

major weaknesses, and improvement strategies demonstrating a commitment to the overall development of students. Overall, the described approach seems to promote a healthy learning environment, combining adherence to guidelines with flexibility, modern technology integration, and a focus on transparency and student engagement.

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

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

The obtained internal assessment marks are added to the university result's final score in accordance with CBCS criteria. It's a confidential matter. There may be complaints about specific questions, question types, the short notice period before the exam day, taking more than one exam in a single day, etc.

The procedure for resolving complaints about the internal exam is explained to students. In their department, students are given the option to file a written or spoken complaint. The departments work to find an immediate response to this. The resolution procedure incorporates the complainant. The complainant may be sent to the Grievance Redressal Cell if it is not properly resolved.

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

2.6 - Student Performance and Learning Outcomes

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

The institute adheres to the curriculum and programmes that the affiliated university specifies.

Faculty in specific departments collaborate to create the assignments well in advance of the commencement of the course.

They exchange inputs with each other to produce well-written,

comprehensible, and easily communicable results.

The outcomes have been uploaded on the college website so that teachers and students can access them at any time.

As teachers share the course outcome, that makes them easy for students to understand.

Since the institute is located in a rural area with limited access to e-resources, verbal communication is frequently considered the most effective means of communication. Vocal communication in the pandemic scenario was conducted using an internet platform.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.netajimahavidyalaya.ac.in/naacdocs/PSO2018-19.pdf
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

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

The institute works hard to assess students' achievement of objectives.

The CBCS guideline-mandated internal examination system, which is departmentally set above the standard, gives a means of measuring success.

Teachers are able to understand the level of attainment by using student feedback, especially when it comes to the structured questions on teaching, learning, and attainment.

Several departments had teacher-student discussions with the aim of gaining information regarding the completion of courses.

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

2.6.3 - Pass percentage of Students during the year

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

1250

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	**No File Uploaded**
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)

<u>https://www.netajimahavidyalaya.ac.in/naacdocs/SSS-2020-21%20upload.pdf</u>

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)

0.00

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)	<u>View File</u>

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)	<u>View File</u>
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	<u>View File</u>
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	<u>View File</u>

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

60

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File]

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

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

07

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

3.3 - Extension Activities

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

No such above-extension actions could be carried out because the institution was closed in order to address the COVID-19 epidemic.

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

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

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

0

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

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

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

0

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

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

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

875

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

3.4 - Collaboration

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

0

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

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

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

0

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

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.

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	https://www.netajimahavidyalaya.ac.in/facilities/

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

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. 2020-21 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. Such sports could not be held during COVID-19.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.netajimahavidyalaya.ac.in/facilities/sports-outreach/

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	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

98.48

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

4.2 - Library as a Learning Resource

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

The Library is fully automated, using SOUL-3.0 software. Throughthis software,student data can be accessed, the library provides variousservices 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 the sodtware, and there is a special website forthe college library, which is integrated with the college website.

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

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

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

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)

0.429

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

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

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

0

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

4.3 - IT Infrastructure

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

A subcommittee entitled the IT Sub-Committee to supervise the IT resources offered in the various departments, computer labs, and library. In terms of routine system backups, cleaning, speed checks, anti-virus updates, system optimisation, Wi-Fi upgrades, IP address maintenance, physical LAN checks, and the overall institutional LAN mapping, the subcommittee primarily monitors and updates the facilities offered there on a monthly basis.

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

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	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

126.77

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

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

The College follows a specific procedure and structure when it concerns maintaining and making use of its academic, support, and physical facilities. Requests from different departments, cells, and the library are received by the IQAC coordinator, who then forwards the expected estimate of expenses to the bursar for inclusion in the financial budget. A budget allocation is sent to the Finance Committee for approval and guidance when it has been finalised. The

budget is approved by the governing body, after which the necessary goods, services, or both are acquired through procurement process.

There are repair and maintenance costs for the different facilities. Money is given to the laboratories to support continuing expenses.

Budgeted funds can be utilised for the acquisition of computers, instruments, and equipment. The money raised from library fees is utilised for a variety of library-related purposes, such as book binding, book upkeep, buying newspapers, journals, and periodicals, buying books, computers, and printers, and subscribing to other libraries and institutions. Following the lockdown, steps were taken to maintain the support system, replace chemicals and other laboratory supplies, and make the necessary provisions because the budgetary allotment was severely cut as a result of the pandemic.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

2547

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)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution /

non- government agencies during the year

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

2547

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

D. 1 of the above

File Description	Documents
Link to institutional website	https://www.netajimahavidyalaya.ac.in/facilities/
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

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

5

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

5

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)	<u>View File</u>

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

E. None of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

5

File Description	Documents
Self-attested list of students placed	<u>View File</u>
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	View File

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

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

15

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

5.3 - Student Participation and Activities

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

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

0

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

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)

In the 2020-21 academic year, the COVID pandemic compelled the closing of institutions. Our college's students celebrated online events like Teachers' Day with customary enthusiasm because it was not feasible to hold an offline activity during that time.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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

0

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)	**No File Uploaded**

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

The institution's vision is always to be a leading higher education institution that adapts to the constantly evolving social realities by creating and utilising knowledge to create a just, people-centered, and ecologically sustainable society that upholds and defends everyone's rights to dignity, equality, and social justice. The administration continues to be acutely aware of the

institution's goal and vision, and it tries to serve as its
intervening agents in fostering the values of cooperation and
coordination, which are seen as essential to the institution's
cohesiveness and as its contact with the community. The college's
goal is to develop the next generation of responsible, socially
conscious, and knowledgeable citizens by mentoring them. From the
perspective of a worldwide pandemic, the institution follows the
principles of fostering the moral and intellectual growth of young
students, transforming them into fully capable citizens capable of
handling the demanding circumstances in all facets of life in the
future.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File]()

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

The decentralization approach, facilitated through a committee
system with well-defined structures and responsibilities, is
positioned as a key driver for enhancing efficiency and
effectiveness in college administration. The commitment to
decentralization reflects a belief that distributing decision-making
authority can lead to more responsive and tailored educational
services. Regular committee meetings and adherence to university
policies further emphasize the importance of a well-organized and
collaborative administrative structure.

The administrators of this college encourage the autonomy of the
various units, they place a strong focus on the different
organisational levels cooperating to ensure the smooth functioning
of the establishment. The President, the Secretary (the Principal),
nominees from the Government and the University, and representatives
from the teaching and non-teaching departments make up the Governing
Body, which is responsible for establishing the institution's
overall policies, putting them into practice, and guiding the
organisation in the direction of a better future.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The effective deployment of a strategic plan is crucial for the success and sustainability of the institution. The Principal, IQAC, and various subcommittees working towards the institution's overall development have developed some perspective plans that guide how the institution operates. The COVID19 pandemic has hindered institutional planning, development and deployment.

The institution aims to execute several goals. The following aspects are taken into consideration for inclusion: (a) Improving the quality of the teaching-learning environment; (b) Enhancing the student support systems; (c) Promoting the student success rate; (d) Developing a curriculum that is more innovative, industry-relevant, and creative, with a focus on the effective integration of technology in the teaching-learning process; (e) The teacher becoming more of a facilitator and mentor rather than just a full-time tutor. For example, strategies were in place to encourage internal stakeholders to use e-resources better, to plan enhancement initiatives for the college's teaching and support staff, to encourage teachers to enroll in Refresher, Orientation, and other short-term courses, and to carry out the academic and administrative audit.

The effective deployment of the institutional strategic or perspective plan is a significant achievement that reflects a commitment to purposeful and forward-thinking leadership. It sets the stage for the institution's success and impact in the short and long term.

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

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

The highest administrative body of the college is the GoverningBody, to which all issues regarding planning, finances,

administration, and discipline are referred. The Governing Body isheaded by the President of the Governing Body (at present, Krishna Chandra Santra), and consists of the Principal as Secretary, threerepresentatives of the teaching staff, one representative of the non-teaching staff, two nominees of the Government, one nominee ofthe State Council of Higher Education, and one Students' representative. Apart from the Governing Body administrativedecisions regarding academics are taken by the Teachers' Council.The entire office of the college, and the central library arecomputerized. Online methods of communicating with the studentsand the staff are implemented constantly. There are WhatsApp groups for the teachers and students, and connectivity with them is therefore increased. The office software works through onlinemode, and can be accessed throughout the college, and also from outside. Internet services are given free of cost to all sections.Students have an internet corner for free use. All appointments of teaching and non-teaching staff is carried outas per procedure chalked out the government. The governmentservice rules are followed all through their service period.

File Description	Documents
Paste link for additional information	https://www.netajimahavidyalaya.ac.in/college-profile/governing-body/
Link to Organogram of the Institution webpage	https://www.netajimahavidyalaya.ac.in/college-profile/governing-body/
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	<u>View File</u>
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<u>View File</u>

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.

To the staff to attend workshops and conferences both at the national and international level

The self-financed staff of the institution also receive Provident Fund, permission to attend Faculty Development Programme, Maternity and paternity leave with salary.

Wi-Fi facility to the staff inside the college campus.

To cater to the financial needs, staff mutual fund and thrift society are managed by the staff with the approval of the

management.

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 all 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)	No File Uploaded

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)	**No File Uploaded**

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

10

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

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

This organisation employs an equitable system to evaluate the work of both teaching and non-teaching employees.

Before being promoted to a higher level, each employee of the teaching staff must complete a challenging appraisal process using a form that is countersigned by the principal, government, and

university experts. Before a teacher may be promoted to Associate Professor, they must first complete three stages of promotion within the Assistant Professor. Following this structure, the teacher is evaluated on several factors outside of the classroom, such as student activities, administrative tasks, and other extracurricular activities.

In addition, the Governing Body assesses each teacher prior to service confirmation. The ROPA 19 rules are considered during the evaluation process.

Promotion for non-teaching staff does not necessitate the use of a performance review system. The promotion of nonteaching staff is carried out by the Government of West Bengal. The application is received from the incumbent after a specific length of service, and it is proposed by the Principal after being approved by the government body.

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

6.4 - Financial Management and Resource Mobilization

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

The Institution conducts Internal Audits of all internally managed accounts of every financial transaction at the end of every financial year. All grants from agencies such as UGC, RUSA face audit and inspection by External Auditors. Government audit is conducted by appointed auditors as and when the Higher Education Department fixes the schedule.

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)	No File Uploaded

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

The Institution makes budgetary provisions at the beginning of the financial years and academic Sessions. Accordingly, the expenditures are carried out to achieve desired goals. As the assessment year 2020-21 indicated to be going to be a pandemic year, funds were allocated as following and some goals were achieved:

1. Expenditures toward purchase of various online platforms to conduct online teaching-learning processes, COVID-19 awareness programs at the State and National levels
2. The funds were utilized by reduction in the fees-structure of college. As per the State Govt. instructions, the admission fee was fully waived. As the College authority desired and the students claimed, the library and laboratory fees were reduced.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

- A learning management system (LMS) is used to create

educational materials and notify students of schedules for classes, lecture notes, videos, and attendance records.

- Digital classroom for various online programmes and teaching-learning.

- Facilities for digital libraries such as INFLIBNET-NLIST and various e-resources

- The development of a system for online exams.

- For academic and administrative purposes, the IQAC has arranged webinars for the teachers.

- Additionally, IQAC organised workshops to assist students in obtaining information from government and non-government organisations regarding resources such as scholarships and fellowships.

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

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

1. Academic and Administrative Audit

- Annual Academic Audits- By representatives of University of Burdwan .

2. Online Feedback system

- The IQAC collects student online feedback to support instructional improvements and objectively assess the institution's functioning.

The initiatives regarding institutional implementation of teaching

learning reforms:

- **Infrastructure development, including the labs, classrooms.**

- **Departments are encouraged by the IQAC to host seminars and creative instructional approaches such as projects, online student seminars, virtual field trips, and workshops.**

- **Modern equipment for laboratories, literature, and learning resources.**

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)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.netajimahavidyalaya.ac.in/wp-content/uploads/2023/11/revised_aqar_report-2019-20-1.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	**No File Uploaded**

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

No such preparedness plan could be established because of the ongoing pandemic brought on by COVID-19. Facilities and provisions have been made within the institution to ensure the safety and well-being of women: · A female-only common room equipped with all the amenities is available; · CCTV cameras have been strategically placed to provide constant surveillance of the campus and increased security.

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	**No File Uploaded**
Any other relevant information	<u>View File</u>

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 dischargefrom the toilets and washrooms and other liquid effluents ofthe individual buildings and release into the municipalsweage.

Liquid deposits from the Science Building laboratories are discharged into 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 forassembling and surplus non-usable parts are considered asgarbages. These are kept in an E-waste storage room at a specific site.

- Waste recycling system: Our institution has no such waste recycling system. Though all the waste are collected by municipality.
- Hazardous chemicals and radioactive waste:The syllabus does not include any section or topic that requires the used of hazardous chemical or radioactive materials. Hence the institution does not require such type of waste management system.

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   C. Any 2 of the above

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

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

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	**No File Uploaded**
Any other relevant documents	<u>View File</u>

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).

Owing to the COVID-19 pandemic, the college was forced to close, and numerous institutional efforts were implemented virtually.

Our college has taken a lot of steps to promote communal peace among its stakeholders, including

(1) Through online instruction and webinars, teach all students the manners of a free and democratic society so they can be more polite, social, and aware of their responsibilities as citizens.

(2) Instill secular values in all parties involved to free them from all sentiments of narrowness - this can also be accomplished effectively through classroom instruction, the planning of cultural events to increase awareness among them,.

(3) Assist them in developing greater tolerance, which is necessary to foster peace among all people.

The following institutional measures or attempts were also made to create a welcoming atmosphere that would encourage concord and tolerance towards linguistic differences:

The college encouraged language peace on campus by serving official notifications in both Bengali and English.

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

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

Our nation's future lies with its students. They are the actual strength that allows a nation to advance. Any educational institution has a responsibility to organise this strength so that each constituent can (i) be focused on their function and objective, (ii) grow their potential, and (iii) increase their ability to handle the demands of the country.

The main objectives of this mission are acceptability, accountability, and responsibility. We have all gone through a difficult time in the 2020-21 session because of the COVID outbreak. Suddenly, all of our regular daily activities came to an end. At that time, educating students and other college stakeholders about values and the duties of being a decent citizen was of utmost importance. In light of this, the College planned several programmes

via on line mode.

Through the observance of events like Republic Day, Independence Day, and other holidays, the college tirelessly attempts to instill in all stakeholders—students, professors, and other staff members—the principles of being responsible citizens as reflected in the Indian Constitution.

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

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

D. Any 1 of the above

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

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

The Institution observes, and celebrates several national and international days, celebrations, and festivals. The college hosts activities aimed at promoting an awareness of patriotism, tolerance, peace, and universal humanitarian principles. These programmes are

organized and run with assistance from the college's NSS and NCC Units. The college observes Republic Day and Independence Day celebrations. Teachers Day is celebrated with a cultural programme. On "Bhasa Diwas" and Rabindra Jayanti celebrations, literary discussions, songs, and cultural dances are arranged. On special events like World Environment Day, talks, seminars, and awareness campaigns are arranged. Through awareness campaigns, the college's NSS Unit recognises World Aids Day. Programs, activities, and festivities for 2020-2021 were canceled this year due to the COVID Protocol and Lockdown. The Bengali department conducted several online events, including "Rabindra Jayanti" and "Bhasa Diwas."

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	View File

7.2 - Best Practices

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

1. TRAINING UP STUDENTS TO PROVIDE CARE OF THEIR FUTURE NEEDS

• To establish a learning environment that promotes the pursuit of excellence to ensure every student gets the chance to derive the most out of their academic experience.

• To cultivate character traits such as honesty, integrity, and truthfulness while making an effort to instill moral values in the students. To cultivate traits like self-awareness, self-esteem, leadership, cooperation, and responsibility.

The college is dedicated to giving nearby students access to undergraduate education. Regardless of gender, caste, class, creed, or religious affiliation, its goal is to give local youth ample opportunities for higher education. The college aims to promote strong personal values and the pursuit of knowledge through involvement in academic activities.

2. PARTICIPATE TO SERVE SOCIETY

· The common factor that helps in overcoming the growing social gaps that exist between people during this pandemic was social solidarity. One year after the first wave of the pandemic forced the nation to shut down entirely, the second wave began in the spring of 2021.The numerous volunteers at our college, comprising teachers, learners, and other staff members, have been working nonstop to provide food, medicine, and other necessities to individuals severely impacted by the virus.

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

7.3 - Institutional Distinctiveness

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

Apart from being one of the most advanced and technologically sophisticated educational institutions in the South Hooghly region, this college is also amongst the oldest. The institute has been promoting the objectives of the underprivileged by providing all segments of society with high-quality, inclusive education that is free from discrimination based on caste, creed, or economic position. The unique quality that makes the college stand out from other establishments is its ability to seamlessly blend tradition and contemporary. The college wants to establish a reputation for 1. Providing excellent education at an affordable cost 2. Successful integration of learning and research 3. Encouraging student's intellectual, physical, and cultural growth. 4. Many female students from the ST community attend this college, traveling up to 150 miles to enroll in the Santhali Department and study Honours courses in the same subjects as first-generation students. In addition, a portion of land next to the hostel is given to them, and they utilise it to cultivate a variety of crops, drawing on their prior experience from helping their parents back home. The college also makes an effort to improve students' abilities in games and sports in various ways.

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

The Principal issues commencement notices for both odd and even semesters at the beginning of the academic sessions/year 2020-21 in accordance with university notifications and the college academic calendar. The master routine is prepared by the routine committee and distributed to the departments for manning. Division Based on the number of classes assigned to each topic in the university syllabus, teachers create their teaching plans. Students receive information from the departmental notice board, the curriculum, and the course outcomes .However, because of the Corona pandemic, we have specifically scheduled this academic year's classes to be conducted virtually. A couple of internal assessments are conducted to cater for student learning levels, and extra or tutorial lessons are scheduled for the duration of the session. The college closed during the 2020-21 academic year because of the COVID-19 pandemic. The complete curriculum was delivered online using resources including YouTube streaming, Zoom, Webex meetings, Team Link, Google Meet, and Google Classroom. For the practical classes, fieldwork, and project work, students were encouraged to research species in their gardens and other nearby locations for life science courses, while for physics and other science subjects, they were given virtual tours of laboratories and virtual lab websites.

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

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

Following the University directives, the college plans its teaching and continuous evaluation processes accordingly. Continuous academic evaluation helps all students including slow learners and this often gets reflected in their University results. Based on the College academic calendar and the

University notifications, the examination subcommittee prepares the schedule of internal assessment of each course and notify the dates and time of the internal assessments to the students. The dates for internal assessments are set by the academic and examination subcommittees and are publicized on the college website and notice boards. The dates could alter based on the announcements by the university. The evaluative internal assessments are conducted following this mechanism, while the no evaluative internal assessments are conducted by each department as per their convenience. However, during the session 2020-21, due to the imposition of lockdown by the State Government the academic calendar was not followed properly.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	https://www.netajimahavidyalaya.ac.in/academics/academic-calendar/

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

1.2 - Academic Flexibility

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

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

24

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

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	<u>View File</u>
List of Add on /Certificate programs (Data Template)	<u>View File</u>

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

0

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

01

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

1.3 - Curriculum Enrichment

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

As per the CBCS curriculum, Human values, Gender Issues, and Environment consciousness are integrated into the curricula and all the courses are taught in the college. Gender issues are of predominant importance in this college as its co-educational college and among the best colleges in Hooghly District. Special care is taken to impart knowledge about women's rights and problems. Environmental Studies is a compulsory subject for all students, both in Humanities and Science streams. Professional ethics are imparted to the students through the Career Counselling Cell. There are many cells in the college e.g. Internal Complaints Committee (ICC), ANTI RAGGING COMMITTEE, GRIEVANCE REDRESSAL CELL to handle students' academic and personal problems.

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

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

6

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

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

1

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**D. Any 1 of the above**

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
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)	View File

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	**Nil**

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	[View File](#)

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

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

2465

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

2.2 - Catering to Student Diversity

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

Each department takes sincere initiatives to assess the learning levels of students. Before the pandemic situation, the learning levels were assessed through face-to-face orientation session, class lectures, formative assessments, problem solving sessions, quizzes, feedback on classes and viva-voce. During the academic session 2020-21, learning levels were assessed through online mode using all of these strategies. For slow learners, special revision classes are organized by departments along with tutorial classes, group discussions and academic counseling by the mentors. Frequent tests are conducted for slow learners. Special classes are also organized separately for the advanced learners and slow learners which includes presentation of a topic by them through power-point presentations in order to improve their communication and presentation skills. Students are provided special assistance to meet up their requirement of books from the departmental libraries. Advanced learners are encouraged and helped to participate in competitions, debates, research webinars, creative article writing and also presentations are organized to consider their varied dimensions of intelligence and abilities. Students are motivated to participate in exhibition,

projects and departmental seminars to enhance their skill for deliberation and in depth knowledge of the subject.

However, no concerted effort could be realised because to COVID-19.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	[View File]()

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

Number of Students	Number of Teachers
5112	**109**

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

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

It's true that the COVID-19 pandemic has had a profound impact on education worldwide, disrupting traditional classroom settings and prompting a shift towards remote and online learning. This transition has indeed presented challenges for implementing student-centric approaches, such as problem-solving techniques, experiential learning, and interactive learning. However, it's inspiring to note that some teachers, especially in science faculties, have been able to adapt and find innovative ways to enhance students' learning experiences. These teachers likely utilized various tools and platforms to facilitate problem-solving sessions and interactive learning experiences. Virtual simulations, online collaborative platforms, and video conferencing tools are just a few examples of technologies that can be leveraged to create engaging and participatory learning environments.

File Description	Documents
Upload any additional information	[View File](#)
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 the pandemic (Covid-19), all instruction was moved to an online format. Google Meet, Zoom, Conference Call, WhatsApp, and other apps were utilised for desktop and laptop instruction. Smartphone, etc. Study materials included online videos, YouTube videos, PPT, PDF, Excel, and other files. E-books and e-journals were employed to great effect in the classroom. Internal assessments were conducted online using a Google form and submitted to the examiners' email addresses. The seminar room, conference room and Laboratories are well equipped with advanced computing facilities, sufficient printers and scanners. The College have developed an e-classroom portal for uninterrupted teaching-learning process during the long lockdown of Covid-19. All the faculties have conducted classes and uploaded study materials through the e-classroom portal. The institution has successfully conducted the examinations through online mode. Social media is skilfully used by the College through its Website, WhatsApp group and Facebook account. The institution encourages teachers to attend training programs, workshops, seminars and conferences related to the ICT use or innovation in teaching-learning.

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

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.	**No File Uploaded**
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)	[View File](#)
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

30

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)	[View File](#)

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

2.4.3.1 - Total experience of full-time teachers

1092

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The affiliating University has a structured approach to internal exams, with guidelines set in advance and adherence to the Credit Based Choice System (CBCS) guidelines. The departments generally comply with the specified guidelines indicates a standardized approach to assessment across various disciplines. The frequency of internal assessments is predetermined, some departments choose to create their own evaluation program schedules. This flexibility suggests that departments have some autonomy in tailoring assessments to their specific needs. The use of Google Classroom and Google Meet technology-driven approach to education. These platforms likely facilitate communication, collaboration, and the sharing of resources between students and teachers. The commitment to transparency, such as providing updated answer scripts after written exams, is commendable. This practice allows students to understand their performance, identify areas for improvement, and fosters a culture of openness and feedback.

Departments engage in discussions with students about outcomes, major weaknesses, and improvement strategies demonstrating a commitment to the overall development of students. Overall, the described approach seems to promote a healthy learning environment, combining adherence to guidelines with flexibility, modern technology integration, and a focus on transparency and student engagement.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The obtained internal assessment marks are added to the university result's final score in accordance with CBCS criteria. It's a confidential matter. There may be complaints about specific questions, question types, the short notice period before the exam day, taking more than one exam in a single day, etc.

The procedure for resolving complaints about the internal exam is explained to students. In their department, students are given the option to file a written or spoken complaint. The departments work to find an immediate response to this. The resolution procedure incorporates the complainant. The complainant may be sent to the Grievance Redressal Cell if it is not properly resolved.

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

2.6 - Student Performance and Learning Outcomes

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

The institute adheres to the curriculum and programmes that the affiliated university specifies.

Faculty in specific departments collaborate to create the assignments well in advance of the commencement of the course.

They exchange inputs with each other to produce well-written, comprehensible, and easily communicable results.

The outcomes have been uploaded on the college website so that teachers and students can access them at any time.

As teachers share the course outcome, that makes them easy for students to understand.

Since the institute is located in a rural area with limited access to e-resources, verbal communication is frequently considered the most effective means of communication. Vocal

communication in the pandemic scenario was conducted using an internet platform.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.netajimahavidyalaya.ac.in/naac docs/PSO2018-19.pdf
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

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

The institute works hard to assess students' achievement of objectives.

The CBCS guideline-mandated internal examination system, which is departmentally set above the standard, gives a means of measuring success.

Teachers are able to understand the level of attainment by using student feedback, especially when it comes to the structured questions on teaching, learning, and attainment.

Several departments had teacher-student discussions with the aim of gaining information regarding the completion of courses.

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

2.6.3 - Pass percentage of Students during the year

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

1250

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**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-2020-21%20upload.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)

0.00

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)	[View File](#)

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	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	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

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

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

`60`

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

07

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

3.3 - Extension Activities

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

No such above-extension actions could be carried out because the institution was closed in order to address the COVID-19 epidemic.

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

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

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

0

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

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

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

0

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

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

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

875

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

3.4 - Collaboration

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

0

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

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

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

0

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

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.

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	https://www.netajimahavidyalaya.ac.in/facilities/

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

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. 2020-21 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. Such sports could not be held during COVID-19.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.netajimahavidyalaya.ac.in/facilities/sports-outreach/

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	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

98.48

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

4.2 - Library as a Learning Resource

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

The Library is fully automated, using SOUL-3.0 software. Throughthis software,student data can be accessed, the library provides variousservices 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 the sodtware, and there is a special website forthe college library, which is integrated with the college website.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

E. None of the above

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

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)

0.429

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

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

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

0

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

4.3 - IT Infrastructure

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

A subcommittee entitled the IT Sub-Committee to supervise the IT resources offered in the various departments, computer labs, and library. In terms of routine system backups, cleaning, speed checks, anti-virus updates, system optimisation, Wi-Fi upgrades, IP address maintenance, physical LAN checks, and the overall institutional LAN mapping, the subcommittee primarily monitors and updates the facilities offered there on a monthly basis.

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

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	<u>View File</u>

4.4 - Maintenance of Campus Infrastructure

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

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

126.77

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

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

The College follows a specific procedure and structure when it concerns maintaining and making use of its academic, support, and physical facilities. Requests from different departments, cells, and the library are received by the IQAC coordinator, who then forwards the expected estimate of expenses to the bursar for inclusion in the financial budget. A budget allocation is sent to the Finance Committee for approval and guidance when it has been finalised. The budget is approved by the governing body, after which the necessary goods, services, or both are acquired through procurement process.

There are repair and maintenance costs for the different facilities. Money is given to the laboratories to support continuing expenses.

Budgeted funds can be utilised for the acquisition of computers, instruments, and equipment. The money raised from library fees is utilised for a variety of library-related purposes, such as book binding, book upkeep, buying newspapers, journals, and periodicals, buying books, computers, and printers, and subscribing to other libraries and institutions. Following the lockdown, steps were taken to maintain the support system, replace chemicals and other laboratory supplies, and make the necessary provisions because the budgetary allotment was severely

cut as a result of the pandemic.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

2547

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)	<u>View File</u>

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

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

2547

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**D. 1 of the above**

File Description	Documents
Link to institutional website	https://www.netajimahavidyalaya.ac.in/facilities/
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

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

5

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

5

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

5.1.5 - The Institution has a transparent	**E. None of the above**

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

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

5

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

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

5.2.2.1 - Number of outgoing student progression to higher education

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	View File

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

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

15

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

5.3 - Student Participation and Activities

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

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

0

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

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)

In the 2020-21 academic year, the COVID pandemic compelled the closing of institutions. Our college's students celebrated online events like Teachers' Day with customary enthusiasm because it was not feasible to hold an offline activity during that time.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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

0

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)	**No File Uploaded**

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

The institution's vision is always to be a leading higher education institution that adapts to the constantly evolving social realities by creating and utilising knowledge to create a just, people-centered, and ecologically sustainable society that upholds and defends everyone's rights to dignity, equality, and social justice. The administration continues to be acutely aware of the institution's goal and vision, and it tries to serve as its intervening agents in fostering the values of cooperation and coordination, which are seen as essential to the institution's cohesiveness and as its contact with the community. The college's goal is to develop the next generation of responsible, socially conscious, and knowledgeable citizens by mentoring them. From the perspective of a worldwide pandemic, the institution follows the principles of fostering the moral and intellectual growth of young students, transforming them into fully capable citizens capable of handling the demanding circumstances in all facets of life in the future.

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

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

The decentralization approach, facilitated through a committee system with well-defined structures and responsibilities, is positioned as a key driver for enhancing efficiency and effectiveness in college administration. The commitment to decentralization reflects a belief that distributing decision-making authority can lead to more responsive and tailored educational services. Regular committee meetings and adherence to university policies further emphasize the importance of a well-organized and collaborative administrative structure.

The administrators of this college encourage the autonomy of the various units, they place a strong focus on the different organisational levels cooperating to ensure the smooth functioning of the establishment. The President, the Secretary (the Principal), nominees from the Government and the University, and representatives from the teaching and non-teaching departments make up the Governing Body, which is responsible for establishing the institution's overall policies, putting them into practice, and guiding the organisation in the direction of a better future.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The effective deployment of a strategic plan is crucial for the success and sustainability of the institution. The Principal, IQAC, and various subcommittees working towards the institution's overall development have developed some perspective plans that guide how the institution operates. The COVID19 pandemic has hindered institutional planning, development and deployment.

The institution aims to execute several goals. The following aspects are taken into consideration for inclusion: (a) Improving the quality of the teaching-learning environment; (b) Enhancing the student support systems; (c) Promoting the student success rate; (d) Developing a curriculum that is more innovative,

industry-relevant, and creative, with a focus on the effective integration of technology in the teaching-learning process; (e) The teacher becoming more of a facilitator and mentor rather than just a full-time tutor. For example, strategies were in place to encourage internal stakeholders to use e-resources better, to plan enhancement initiatives for the college's teaching and support staff, to encourage teachers to enroll in Refresher, Orientation, and other short-term courses, and to carry out the academic and administrative audit.

The effective deployment of the institutional strategic or perspective plan is a significant achievement that reflects a commitment to purposeful and forward-thinking leadership. It sets the stage for the institution's success and impact in the short and long term.

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

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

The highest administrative body of the college is the GoverningBody, to which all issues regarding planning, finances,

administration, and discipline are referred. The Governing Body isheaded by the President of the Governing Body (at present, Krishna Chandra Santra), and consists of the Principal as Secretary, threerepresentatives of the teaching staff, one representative of the non-teaching staff, two nominees of the Government, one nominee ofthe State Council of Higher Education, and one Students' representative. Apart from the Governing Body administrativedecisions regarding academics are taken by the Teachers' Council.The entire office of the college, and the central library arecomputerized. Online methods of communicating with the studentsand the staff are implemented constantly. There are WhatsApp groups for the teachers and students, and connectivity with them is therefore increased. The office software works through onlinemode, and can be accessed throughout the college, and also from outside. Internet services are given

free of cost to all sections.Students have an internet corner for free use. All appointments of teaching and non-teaching staff is carried outas per procedure chalked out the government. The governmentservice rules are followed all through their service period.

File Description	Documents
Paste link for additional information	https://www.netajimahavidyalaya.ac.in/college-profile/governing-body/
Link to Organogram of the Institution webpage	https://www.netajimahavidyalaya.ac.in/college-profile/governing-body/
Upload any additional information	**No File Uploaded**

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

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

6.3 - Faculty Empowerment Strategies

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

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.

To the staff to attend workshops and conferences both at the national and international level

The self-financed staff of the institution also receive Provident Fund, permission to attend Faculty Development Programme, Maternity and paternity leave with salary.

Wi-Fi facility to the staff inside the college campus.

To cater to the financial needs, staff mutual fund and thrift society are managed by the staff with the approval of the management.

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 all 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)	No File Uploaded

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)	**No File Uploaded**

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

10

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

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

This organisation employs an equitable system to evaluate the work of both teaching and non-teaching employees.

Before being promoted to a higher level, each employee of the teaching staff must complete a challenging appraisal process using a form that is countersigned by the principal, government, and university experts. Before a teacher may be promoted to Associate Professor, they must first complete three stages of promotion within the Assistant Professor. Following this structure, the teacher is evaluated on several factors outside of the classroom, such as student activities, administrative tasks, and other extracurricular activities.

In addition, the Governing Body assesses each teacher prior to service confirmation. The ROPA 19 rules are considered during the evaluation process.

Promotion for non-teaching staff does not necessitate the use of a performance review system. The promotion of nonteaching staff is carried out by the Government of West Bengal. The application is received from the incumbent after a specific length of service, and it is proposed by the Principal after being approved by the government body.

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

6.4 - Financial Management and Resource Mobilization

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

The Institution conducts Internal Audits of all internally managed accounts of every financial transaction at the end of every financial year. All grants from agencies such as UGC, RUSA face audit and inspection by External Auditors. Government audit is conducted by appointed auditors as and when the Higher Education Department fixes the schedule.

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)	No File Uploaded

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

The Institution makes budgetary provisions at the beginning of the financial years and academic Sessions. Accordingly, the expenditures are carried out to achieve desired goals. As the assessment year 2020-21 indicated to be going to be a pandemic year, funds were allocated as following and some goals were achieved:

1. Expenditures toward purchase of various online platforms to conduct online teaching-learning processes, COVID-19 awareness programs at the State and National levels

2. The funds were utilized by reduction in the fees-structure of college. As per the State Govt. instructions, the admission fee was fully waived. As the College authority desired and the students claimed, the library and laboratory fees were reduced.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

- A learning management system (LMS) is used to create educational materials and notify students of schedules for classes, lecture notes, videos, and attendance records.

- Digital classroom for various online programmes and teaching-learning.

- Facilities for digital libraries such as INFLIBNET-NLIST and various e-resources

- The development of a system for online exams.

- For academic and administrative purposes, the IQAC has arranged webinars for the teachers.

- Additionally, IQAC organised workshops to assist students in obtaining information from government and non-government

organisations regarding resources such as scholarships and fellowships.

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

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

1. Academic and Administrative Audit

- **Annual Academic Audits- By representatives of University of Burdwan .**

2. Online Feedback system

- **The IQAC collects student online feedback to support instructional improvements and objectively assess the institution's functioning.**

The initiatives regarding institutional implementation of teaching learning reforms:

- **Infrastructure development, including the labs, classrooms.**

- **Departments are encouraged by the IQAC to host seminars and creative instructional approaches such as projects, online student seminars, virtual field trips, and workshops.**

- **Modern equipment for laboratories, literature, and learning resources.**

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

File Description	Documents
Paste web link of Annual reports of Institution	https://www.netajimahavidyalaya.ac.in/wp-content/uploads/2023/11/revised_aqar_report-2019-20-1.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	**No File Uploaded**

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

No such preparedness plan could be established because of the ongoing pandemic brought on by COVID-19. Facilities and provisions have been made within the institution to ensure the safety and well-being of women: · A female-only common room equipped with all the amenities is available; · CCTV cameras have been strategically placed to provide constant surveillance of the campus and increased security.

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	No File Uploaded
Any other relevant information	View File

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 dischargefrom the toilets and washrooms and other liquid effluents ofthe individual buildings and release into the municipalsweage.

Liquid deposits from the Science Building laboratories are discharged into 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 forassembling and surplus non-usable parts are considered asgarbages. These are kept in an E-waste storage room at a specific site.

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

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	No File Uploaded
Any other relevant information	View File

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	**No File Uploaded**
Any other relevant documents	[View File](#)

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).

Owing to the COVID-19 pandemic, the college was forced to close, and numerous institutional efforts were implemented virtually.

Our college has taken a lot of steps to promote communal peace among its stakeholders, including

(1) Through online instruction and webinars, teach all students the manners of a free and democratic society so they can be more polite, social, and aware of their responsibilities as citizens.

(2) Instill secular values in all parties involved to free them from all sentiments of narrowness - this can also be accomplished effectively through classroom instruction, the planning of cultural events to increase awareness among them,.

(3) Assist them in developing greater tolerance, which is necessary to foster peace among all people.

The following institutional measures or attempts were also made to create a welcoming atmosphere that would encourage concord and tolerance towards linguistic differences:

The college encouraged language peace on campus by serving official notifications in both Bengali and English.

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

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

Our nation's future lies with its students. They are the actual strength that allows a nation to advance. Any educational institution has a responsibility to organise this strength so that each constituent can (i) be focused on their function and objective, (ii) grow their potential, and (iii) increase their ability to handle the demands of the country.

The main objectives of this mission are acceptability, accountability, and responsibility. We have all gone through a difficult time in the 2020-21 session because of the COVID outbreak. Suddenly, all of our regular daily activities came to an end. At that time, educating students and other college stakeholders about values and the duties of being a decent citizen was of utmost importance. In light of this, the College planned several programmes via on line mode.

Through the observance of events like Republic Day, Independence Day, and other holidays, the college tirelessly attempts to instill in all stakeholders—students, professors, and other staff members—the principles of being responsible citizens as reflected in the Indian Constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
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	D. Any 1 of the above

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	<u>View File</u>
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 Institution observes, and celebrates several national and international days, celebrations, and festivals. The college hosts activities aimed at promoting an awareness of patriotism, tolerance, peace, and universal humanitarian principles. These programmes are organized and run with assistance from the college's NSS and NCC Units. The college observes Republic Day and Independence Day celebrations. Teachers Day is celebrated with a cultural programme. On "Bhasa Diwas" and Rabindra Jayanti celebrations, literary discussions, songs, and cultural dances are arranged. On special events like World Environment Day, talks, seminars, and awareness campaigns are arranged. Through awareness campaigns, the college's NSS Unit recognises World Aids Day. Programs, activities, and festivities for 2020-2021 were canceled this year due to the COVID Protocol and Lockdown. The Bengali department conducted several online events, including "Rabindra Jayanti" and "Bhasa Diwas."

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	[View File](#)

7.2 - Best Practices

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

1. TRAINING UP STUDENTS TO PROVIDE CARE OF THEIR FUTURE NEEDS

· To establish a learning environment that promotes the pursuit of excellence to ensure every student gets the chance to derive the most out of their academic experience.

· To cultivate character traits such as honesty, integrity, and truthfulness while making an effort to instill moral values in the students. To cultivate traits like self-awareness, self-esteem, leadership, cooperation, and responsibility.

The college is dedicated to giving nearby students access to undergraduate education. Regardless of gender, caste, class, creed, or religious affiliation, its goal is to give local youth ample opportunities for higher education. The college aims to promote strong personal values and the pursuit of knowledge through involvement in academic activities.

2. PARTICIPATE TO SERVE SOCIETY

· The common factor that helps in overcoming the growing social gaps that exist between people during this pandemic was social solidarity. One year after the first wave of the pandemic forced the nation to shut down entirely, the second wave began in the spring of 2021.The numerous volunteers at our college, comprising teachers, learners, and other staff members, have been working nonstop to provide food, medicine, and other necessities to individuals severely impacted by the virus.

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

7.3 - Institutional Distinctiveness

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

Apart from being one of the most advanced and technologically sophisticated educational institutions in the South Hooghly region, this college is also amongst the oldest. The institute has been promoting the objectives of the underprivileged by providing all segments of society with high-quality, inclusive education that is free from discrimination based on caste, creed, or economic position. The unique quality that makes the college stand out from other establishments is its ability to seamlessly blend tradition and contemporary. The college wants to establish a reputation for 1. Providing excellent education at an affordable cost 2. Successful integration of learning and research 3. Encouraging student's intellectual, physical, and cultural growth. 4. Many female students from the ST community attend this college, traveling up to 150 miles to enroll in the Santhali Department and study Honours courses in the same subjects as first-generation students. In addition, a portion of land next to the hostel is given to them, and they utilise it to cultivate a variety of crops, drawing on their prior experience from helping their parents back home. The college also makes an effort to improve students' abilities in games and sports in various ways.

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

7.3.2 - Plan of action for the next academic year

The year 2020-2021 was a very difficult year for all due to outbreak of Covid pandemic. Thisunusual circumstance caused the college's plans and operations to be disrupted.The institution is working on several initiatives and strategies to implement in the next academic year (2021-2022).A prominent effort that the institution plans to carry out in the next academic year are:

1. The beginning of Energy Audit, Green Audit, and Green Campus

2. Innovations in Water and Waste Management;

3. Improved Design and Furnishing of a College Environment Friendly to Disabled Students.

5. The planning of gender-sensitive programmes, and gender equity.

6. Creating a facility to harvest rainwater to conserve water.

7. More electronic devices that have sufficient internet access should be procured and set up to perform official tasks more effectively.

8. Complete renovation of the college's campus, labs, library, departmental libraries, office supplies, athletic equipment, etc., either before or after the commencement of classes again.

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