YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	Netaji Mahavidyalaya
• Name of the Head of the institution	Dr. Biswanath Garai
• Designation	Vice Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9832264671
• Mobile No:	8617013741
• 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/2024/03/AQAR-2022-23-RE-SUBMITTED.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/wp-content/uploads/2024/02/BU-academic-calender-2023-24.pdf

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**
Cycle 3	**B**	**2.5**	**2024**	**16/01/2025**	**15/01/2030**

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	**NA**	**State Govt**	**NA**	**NA**

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	02	
• 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)

1. Induction program to the First Year Students of Academic Year 2023-24.

2. Orientation program for the teachers for New Centralised Online Admission Process for the Academic Year 2023-2024

3. ISO 9001 : 2015 Audit

4. Setting Benchmark for Quality Teaching as per feedback (from Teachers and Students) analysis.

5. AQAR data Compilation and Preparation and Online Feeding to NAAC portal.

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

Plan of Action	Achievements/Outcomes
Academic Calendar	Academic Calendar(2022-2023)prepared & uploaded in thecollege website

Enrichment Programmes	Seminars & Special Lecturesorganized on ResearchMethodology, Gender, IPR, Entrepreneurship, Environment & Sustainability &Current Issuesfor Students & Teachers
Attainment of POs & COs	Attainment of Programme outcomesand course outcomes areevaluated by all the Honours departments directly &indirectly through students'performance in the University final Semester –end Examinations,2023 (Internal assessment, Tutorial, Theory & Practical Marks)& Exitfeedback of students
Performance Appraisal System for Teaching Staff	Teachers' Performance isevaluated annually through Self-appraisal, students' onlinefeedback, and Senior & JuniorTeacher's assessments. NonTeaching staff member's the performance had been evaluated through self-appraisal.
Policies to be framed for the smooth running of academic and administrative processes	The IQAC finalised a few policies for academic and administrative processes and achieved qualityoutcomes.
Integration of Academic Plans	Themes of gender equity,sustainability, and ethicalvalues were effectivelyintegrated into coursecurricula, fostering a learning the environment that promotes social responsibility and ethical leadership.
Talk on Intellectual Property Rights and Research Methodology was planned	Talk on IPR and Research Methodology was organized
13.Whether the AQAR was placed before	No

statutory body?

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2023-2024	11/02/2025

15.Multidisciplinary / interdisciplinary

Netaji Mahavidyalaya is affiliated with the University of Burdwan and follows the university-prescribed curriculum. the implementation of the National EducationPolicy (NEP) and the transition to a four-year undergraduateprogram will further enhance these interdisciplinary approaches.With a renewed focus on flexibility and holistic education,students will have increased opportunities to engage in cross-disciplinary studies, research, and practical applications. To facilitatea holistic approach to learning, Burdwan University has designed an Interdisciplinary curriculum that provides flexibility to the students to opt for their suggested options from a set of subjects offered by the Institution. The Institutional approach towards integrating Humanities, Arts, and Science is toallow facilities like multidisciplinary/interdisciplinarysubjects. Netaji Mahavidyalaya transformed into a holistic hub by introducing multidisciplinary/interdisciplinary education through the Open Elective Course (OEC) under NEP. All the Departments of our college are actively involved in strengthening the education system by the NEP,2020.Apart from this, the certificate & add on courses offeredby differentdepartments are interdisciplinary & help students to enhancetheir employability/ entrepreneurship skills.

16.Academic bank of credits (ABC):

The Academic Bank of Credit (ABC), is an initiative of National Education Policy (NEP 2020) by the University Grants Commission (UGC). As per the New Education Policy- 2020, the Government of India has introduced an ABC platform (Academic Bank of Credits). It is a virtual/digital storehouse that holds the information on credits earned by individual students throughout their course of

education. A student can open their account and give their college or university the authority to refer their records when needed. ABC is to promote flexibility of curriculum framework and provide academic mobility of students with appropriate credit transfer mechanism to choose their course to attain a Degree / Diploma / PG Diploma, etc. working on the principle of multiple entry and multiple exist at any time.Students are encouraged to visit the ABC website for all related information which is available along with video tutorials. As per the policy, the students must generate ABC IDs.

17.Skill development:

The institution strives for the holistic development of our students by equipping them with desired competencies.It conducts a training program that focuses on soft skill development as part of the curriculum.The College has taken initiatives to maintain the culture ofour society and ingrain the value system amongst our studentcommunity. Value-based education focusing on the Indian ethos, Leadership,Life skills, Critical thinking, etc is inculcated throughvarious programs conducted throughout the academic year.Under various forums like NSS and NCC unit, the institution is conducting variousactivities related to community enrichment to build harmonyamong the different communities of our country.Students have taken up this opportunity to get themselves upskilled through various Online portals like SWAYAM and MOOCS.The departments have conducted Value-added courses, Add-on courses and Certificate courses. Incubationcell caters to the needs of the budding entrepreneurs.

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

Indian knowledge System has been integrated through the inculcation of Indian values and spirit in various academic and non-academic programmes. Department of Sanskrit is imparting the knowledge of Indian Classics through prescribed textbooks. Through the Vedic knowledge and Gita, the Sanskrit Department is instilling Indian spiritual ethos. The Department of Philosophyand Education has infused Indian spiritual values and ethos. Faculty members from our institution have attendeda government-sponsored Faculty Development programme on the IndianKnowledge system.The Undergraduate syllabusincorporates papers on Ancient and Modern Indian History,Political Thought, Education System, Classical Literature andModern Indian Literature, Indian Philosophy etc to instill asense of rootedness and pride among the students regarding the richtraditions of the Indian knowledge system. To imbibe Indian art

and Culture, the College celebrates important days, organizes various cultural activities, Annual Cultural Competition, Annual Social for students where preference is given to Indian Culture and Traditions. Guest Lectures, Seminars and Competitions are organized by the Language Departments to foster the spirit of Language and Culture.

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

OBE was implemented in the year 2019. Program Outcomes & Course Outcomes for all UG & PG Programmes are prepared by the Faculty with the help of Coordinator, IQAC & displayed on the college website. Students of each Semester are made aware of the course outcomes, program-specific outcomes and Program outcomes by the faculty members. Mapping of Course Outcomes with Programme outcomes is done by all the departments with the help of the IQAC.Attainment of POs & Cos is evaluated by both direct & indirect methods through students' performance in Internal Examinations,Tutorials, University final Semester -end Examinations, student feedback& Student satisfaction Surveys.

20.Distance education/online education:

The college has the Study centers of Netaji Subhas Open University (NSOU) and IGNOU which offer undergraduate & postgraduate courses throughDistance mode. The teachers also conduct classesthrough Google class room, Google Meet, and Zoom classes. Whats app is also used to provide study material. Teaching-learning has become much more exciting due to the juxtaposition of offline and online modes. In this digital era, students get access to the teachers anytime they want through WhatsApp and mail. Theprojects were collected online and evaluated online during the COVID-19 period. That practice continues in the Department Groupsfor the convenience of the students. The library has been providingonline facilities to get study materials. In this way, College ismaintaining Distance and Online education.

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   **4594**

Number of students during the year

File Description	Documents
Data Template	[View File]()

2.2   **2002**

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   **1523**

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   **63**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

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

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**4594**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**2002**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**1523**

File Description	Documents
Data Template	View File

3.Academic

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

File Description	Documents
Data Template	View File

3.2	63
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	101
Total number of Classrooms and Seminar halls	

4.2	666.62307
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	145
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Netaji Mahavidyalaya is affiliated with BurdwanUniversity and it follows the University's prescribed curriculum. Different steps, that are followed by the college to ensure effective curriculum delivery, are: - 1) The Annual Academic Calendar is prepared according to the University Calendar before the commencement of the new academic session, specifying available dates for significant activities to ensure proper teaching-learning process and continuous evaluation process and it is displayed in the Students Notice Board & uploaded in the College Website. 2) A Master Routine is prepared before the commencement of each session/semester by the Routine Committee & distributed among the departments after the Vice-Principal's approval. 3) A meeting is held in each department each Semester to discuss the performance of thestudents, the mentoring process, add-on courses,other departmental activities& Library services. The syllabus is also distributed among the teachers in the departmental meetingand classes are allotted as per the timetable.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.netajimahavidyalaya.ac.in/academics/courses/

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

The IQAC prepares an academic calendar based on the calendar of Burdwan University before the commencement of the new academic session. It includes important timelines like the commencement of classes, Internal Assessment, Theory & Practical Examinations of the University, seminars/conferences/ workshops, activities of NSS, NCC, Career Counseling and Placement Cell and other academic activities for the session. Important Days that are celebrated/observed by the college are also included in the Calendar. The syllabus &detailed teaching plan of each department is uploaded in the college LMS, which the students can access. Monthly attendance reports are sought by the Principal from the Head of the Departments. The answer scripts of class tests are shown to the students and necessary suggestions(if any) are given by the faculty to individual students for their improvement in the University Examinations.Based on class response and performance in class tests, remedial classes are arranged for slow learners. The departments hold regular faculty meetings to ensure that Continuous Internal Evaluation is executed efficiently.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.buruniv.ac.in/Notices/20231309_IC.pdf

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	**A. All of the above**

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

25

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

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

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

12

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

153

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

153

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

Values, Environment and Sustainability in the Curriculum Gender, Environment and sustainability, Human Values and Professional Ethics are part of our curriculum.Group discussions, and talks on issues of gender, human values relevant to the syllabus are also carried out by the students of the Departments. The students also participate in various activities organized by the institution like literary, art and craft, sports and cultural

activities etc. which helps them to have a gender-neutralperspective, besides becoming aware of the environmental issuesaround them. It also fosters human values in them, helping them become good citizens of the country. The boys andgirls wing of NCC and NSS unit of the College has taken upissues about gender, health and human rights. The Women'sForum of Netaji Mahavidyalaya is committed to nurturing the strength offemale students andcreating a sensitized environmentleading to gender equality. To create awareness about gender issuesand speakersare invited to deliver talks on issues relating to genderdiscrimination, women's rights and empowerment. Students are madeaware of Professional Ethics through various programmes. Talks onIntellectual Property Rights and Human Rights are held regularly.

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

5

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

1879

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

1.4 - Feedback System

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

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.netajimahavidyalaya.ac.in/wp-content/uploads/2025/02/2023-2024-teachers-feedback-report.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

3646

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

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

877

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

Our institution acknowledges the diverse learning styles ofstudents and addresses this by offering a range of programs,identified through regular assessments, to support all learners.Slow learners benefit from reassessments, repeat tests, andcomprehensive review sessions. They receive extra support throughtargeted practice exercises and close guidance from teachers.Science students, in particular, build confidence throughpractical exercises that reinforce their theoretical knowledge.Advanced learners are stretched intellectually through regularseminars and encouraged to participate in external events likenational and state-level seminars. They can improve theirskills through presentations, quiz competitions, and lecturecontests. Top students within each field receive dedicatedmentorship to refine their abilities for university exams. Byproviding tailored support for all students, we ensure asuccessful academic journey for everyone. This holistic strategyhas resulted in consistently high rankings in exams, a witness toits effectiveness.

This revised version uses more concise language and emphasizes thebenefits for students. It also avoids repetition and focuses onthe overall success achieved through this approach.

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

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

Number of Students	Number of Teachers
4725	**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

1. Strategies are chalked out by teachers to make the classes interesting, resourceful and knowledge-based.We conduct various student-centric activities to improve thequality of teaching and learning.

2. Students are provided the opportunity and time to study and getprepared on topics related to the syllabus and present the same in theclass in the form of a lecture or content preparation. Teachersclassify students based on their ability to present and providenecessary support and assistance whenever and wherever required.

3. Industrial visit programs, and field visits to areas pertaining tothe development of knowledge are often designed and organized byteachers to involve students and make topics interesting.

4. Quiz competitions are introduced in classrooms to enhance students' knowledge and make learning experience entertaining and memorable.

5. Participative learning:Students participate in various activities of the college likeseminars, group discussions and special lecturers. Extracurricular activities along with participative learning. NCC, NSS, Swatch Bharath Aiyana and many other activities are theextracurricular activities.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	[NIL](#)

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

The intervention of ICT is redefining the way of student. LearnedICT has revolutionized higher education through customizedteachers as well as learners. The teaching faculty of the collegemakes optimum use of ICT tools for effective teaching. Teachershave incorporated seminars, presentations in their teachings andevaluation methodologies. Students of BCA make use of computersfor project work. They use internet for browsing, project codes.They get all additional information regarding their curricularaspects through the internet. ICT tools are used by many departments to simplify complextopics and to easily reach students in topics likestatistical geography, cartography, GIS, remote sensing,research methodology etc.To enhance students' participation,involvement and understanding, and to keep pace with theindispensability of technological advancements in education,teachers keep upgrading themselves regularly in the use ofinnovative and effective ICT strategies for both online andoffline teaching.

The college library holds subscriptions for INFLIBNET- NLIST,NPTEL and E-books and E-journals which serves asreservoirs of information.Faculty members have academic whatsapp groups with differentsemester students for interaction and dissemination ofrelevant academic information.The students andfaculty make use of e-mail, group emails and social networkingtools for instantaneous communication and informationdissemination.

File Description	Documents
Upload any additional information	[View File](#)
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.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

109

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

32

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

1377

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

2.5 - Evaluation Process and Reforms

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

The recent Education Policy emphasizes evaluating students'performance in academic programs, enhancing skills and developingabilities. The institution follows a transparent and objective method ofinternal evaluation in the form of the conduct of sessionalexaminations. The students are well informed about the conduct ofinternal assessment exams as the same is notified to them in theacademic calendar which is released at the beginning of the academicyear.Internal exams are conducted and managed by a central assessmentcommittee for the smooth conduct of exams.

Internal tests organized by the college, in alignment with university norms.Students scoring below average in internal tests receivecounseling from subject teachers, who work to understand thebarriers behind their underperformance. Committed to student success, teachers provide additional study materials and valuableassistance to help improve their performance in universityexaminations.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	[NIL](#)

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

The Internal assessment comprises of 15% of the full marks of each course. In case of a 75% marks full paper in any subject/course, the internal Assessment is based on classattendance of 10 marks and Internal Examination of 10 marks.Every month students are informed about their percentage ofclass attendance in each

paper/course & they are also allowed tosee their internal examination answer sheet after evaluation.Students are given scope to interact with their subjectteachers who in turnhighlight the improvements required in the neededdirection. The grievances, if any arise by the student regardingmarks or answers are heard and handled by the departmentsimmediately. Prompt redressal of grievances is facilitated as it ishandled in the department itself. Further, if any anomaly exists between the marks awarded to the students and those entered in themark sheets prepared by the university, the errors are rectifiedwithout delay. Teacher mentors also guide their respective menteesand provide necessary support and assistance. Students are provided with counseling to address their academic stress and related issues.

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 attributes of students upon graduation are deeply influencedby the institution's vision, mission, and goals, which arearticulated through Program Outcomes (POs), Programme-Specific Outcomes (PSOs), and Course Outcomes (COs). These outcomes are prominently featured on the institution's website

Each academic year, particularly for B.A., B.Com., B.C.A., andB.Sc. first-semester students, the Internal Quality Assurance Cell(IQAC) organizes orientation programs to introduce newcomers toprogram and course details, facilitating informed decision-making.Subject teachers continually update students on course and programoutcomes, showcasing potential career paths.The facultymembers of each department are entrusted with the responsibility offraming the programme outcomes and course outcomes. The IQACarranges for the dissemination of the PO and CO to the facultymembers and students.

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

Educational commitment aligns closely with its vision ofintegration and comprehensive assessment of course outcomes. Toachieve this, the college direct and indirect assessment methodsto evaluate student progress and refine educational practices.

Attainment of Programme outcomes and course outcomes areevaluated by the institution directly & indirectly throughstudents' performance in University final Semester -endExaminations (Internal assessment, Tutorial, Theory & PracticalMarks)& Exit feedback of students. Marks distribution of

University Examinations for Lab-based and Non-Lab-based Coursesare1. For Lab -based Program(F.M.-75 per Paper/Course)— i) 40marks- Theoretical Course+20 marks Practical Course +15 marksInternal Assessment (Internal Examinations-10 marks + ClassAttendance- 5 marks). 2) For Non-Lab based Program(F.M.-75 perPaper/Course)— i) 60 marks Theoretical Course +15 marks Internal Assessment (Internal Examinations-10+ Class Attendance- 5 marks).

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.buruniv.ac.in/Demo/Template.php?menu=Syllabus&submenu=UG

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

1427

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/wp-content/uploads/2025/02/2023-2024-students-feedback-report.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

02

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
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

13

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

5

File Description	Documents
Any additional information	View File
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

Netaji Mahavidyalaya is developing and taking part in a range of outreach programs and extension activities to support the neighborhood and enlighten students about the needs of the community actively and aggressively. In addition to encouraging students to participate in social and community activities that improve their awareness, the Institute is committed to helping learners, teachers, and staff become responsible members of the community and to fostering the holistic development of students across all domains. The National Cadet Corps and National Service Scheme are efficiently managed by the college. The college carries out a range of extension initiatives through theseunits, including Cleanliness, Gender sensitization, Donation camps, Campaign - Hygiene and Environment Awareness, Plantation drives, Empowerment activities, etc.

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

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

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

0

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

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

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

05

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

99

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	View File
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

5

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

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

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

18

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	[View File](#)
Any additional information	[View File](#)
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Ever since its establishment, Netaji Mahavidyalaya has augmentedits infrastructure continuously over the years in accordancewith its academic growth. The College ensures that theteaching-learning process is maintained at an optimal level byproviding adequate infrastructural arrangements. The Collegeachieved several milestones with continuous financial supportfrom the Department of Higher Education and National

schemessuch as RashtriyaUchchatar Shiksha Abhiyan (RUSA 3.0).

- The college has 83 spacious and well-ventilated classrooms with adequate infrastructure befitting smooth teaching-learning process.
- All six laboratories of the College (Physics, Chemistry, Botany, Zoology,Environmental Science and Computer Science) have advanced tools, instruments and equipment with the latest software.
- All the laboratories are equipped with required instruments according to CBCS and NEP syllabus. The institution has scanner, copier and printing facilities for the benefit of the students and the staff. We have a Broad bandwidth of 300 MBPS. Our college has been installed with solar panels which provide 24 KWof power.
- Our college regularly updates IT facilities along with Wi-Fi. Thecollege has 02 computer labs with 145 computers and 09smart boardclassrooms equipped with interactive boards and LCD projectors.The college has network connections covering all departments andall classrooms across the campus. The college website is always upto the standard upgrading regularly.

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

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

The co-curricular and extracurricular activities are meant to bring out the hidden talent of the students. The team spirit, mental maturity and individual initiative are the outcomes of these activities.Netaji Mahavidyalaya provides adequate facilities for cultural activities, sports, games (indoor, and outdoor), a yoga center, etc forthe holistic development of the students.

Cultural Activities

- The college has a positive environment for cultural activities. The cultural Committee members (with representation from the teachers, students, and nonteaching members) conduct various cultural eventsthroughout the year.

- Some of the cultural activities that are organized every year are the college Annual Social, the annual cultural competition, the Birth Anniversary of Netaji Subhash Chandra Bose, Rabindra Jayani, Rabindranath Tagore's death Anniversary, International Women's Day, International Mother Language Day, and Saraswati Puja Celebration.

The following amenities enable the smooth conduct of cultural activities:

Air-conditioned auditorium with a seating capacity of 450 members, with LCD screen, overhead projectors, speakers & microphones.

Sports & Yoga Centre

The institution has the following Indoor-outdoor games facilities with provision for full Sports and necessary practice facilities for

both boys and girls: (i) Volleyball (ii) Football (iii) Kho-Kho (iv)

Athletics (v) Cricket (vi) Handball (VII) Carom (VIII). Badminton

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

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

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)

157

File Description	Documents
Upload any additional information	View File
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. Through this software, students' data can be accessed. The library provides various services and facilities like student and staff membership entry, book database entry, book issue and return, student library card printing with barcode, books barcode printing, stock checking, viewing of the reports of book issues, etc. All library data is available through this software, and there is a special website for the college library, which is integrated with the college website. Library OPAC and online library services are accessible through the college website. Maintenance of the KOHA software is provided by the Listed Service Provider of KOHA through AMC (Annual Maintenance Contract). The entire library premise is under CCTV surveillance as the library provides open access. Computers in the Digital library area and

```
housekeeping area, CCTV system and other machines in the library
are maintained by centralized agencies.
```

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	https://nmcl.in/

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	**D. Any 1 of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.29

File Description	Documents
Any additional information	View File
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

78

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

Netaji Mahavidyalaya has updated its IT infrastructure facilities with time and need. At present all Buildings in the Main Campus is a secure Wi-Fi Zone.The total number of nodes present in the College campus is 450 which includes 14 Wi-Fi access points with 50MBPS speed.The College has updated its IT infrastructure facilities with timeand need. There has been a significant change in this regard.Upgradation is carried out from time to time regularly with theintroduction of software upgradation, and new technology. Anti-virussoftware is updated regularly for all computers. The college websiteis regularly maintained by Skill Hut, Kolkata. At present, thecollege has 145desktop/laptop computers, 30printers, 7 scanner cum printers, 3 scanners, 8-photocopiers & 13 projectors, 2-Thermalscanners, and 4 barcode readers. ALLIANCE BROADBAND line of 80 MBPSspeed with unlimited data plan is set up. One separate ALLIANCEBROADBAND Connection has been provided to the College Library forAutomation. College installed Wireless Access Points for each floorof the all-academic and administrative building. The Wi-Fi isaccessible for students also. 60 CCTV Cameras installed all over thecollege.

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

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)

47

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	View File
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 has an established system for the maintenance and utilization of buildings, Classrooms, Furniture, Laboratories, a Library, Computers, a Medical Unit, a Sports Unit, a Canteen, Safe -Drinking Water, a College Garden etc. The responsibility for the use of the entire infrastructure of the college campus is invested with the respective staff, students & other stakeholders. The college upgrades &maintains infrastructure through its academic

growth. The college has an activePlanning Body which comprises of Building Committee, PlanningBoard Committee, Purchase Committee, Library Advisory Committee,Academic sub-committee, Admission Committee, Routine Committee,College Prospectus committee, College Magazine Committee,Cultural Committee, Sports Committee, Examination Committeeetc constantlymonitors and evaluates the status of the college.All work is done through web tender& E-tender systems as per standard norms. Maintenance of Classrooms. Laboratories & ICT facilitiesare done by supporting staff & supervised Head of the respective Department. Differentlaboratory instruments, machines, Smart Class Rooms, andrelated systems are maintained with Annual MaintenanceContracts (AMC).

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

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

2336

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	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	**B. 3 of the above**

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

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

769

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

769

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

12

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

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

5.2.2.1 - Number of outgoing student progression to higher education

39

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

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

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

20

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.

10

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

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

There haven't been any rules governing the implementation orformation of student councils in colleges for a long time. Instead,university and state government regulations supervise studentcouncil development at the college level. The student councilensures that students have a voice in decision-making processes byserving as a link between the student and the collegeadministration. On the following academic and administrative bodiesof the college, however, students actively participate asrepresentatives.IQAC - The college's IQAC committee consists of one studentrepresentative who attends all committee meetings and providesopinions and observations.Additionally, they are essential in getting students interested inextracurricular activities planned at the college level. The studentrepresentatives help the Teachers in organizing the CulturalCompetition, Sports, Saraswati Puja, Fresher's welcome, AnnualSocial etc.The Saraswati Puja, Annual Social, and Freshers' Welcome are allcoordinated by the Students' Union. It honors significant occasionsincluding International Language Day, Teachers' Day, and RabindraJayanti. It hosts a variety of events.

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

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

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

08

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

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Alumni Association is a Reflection of the past, arepresentation of the present, and a link to the future.Presently with 1000 members, the Association is actively involvedin the development of our college by organizing severalactivities under the the guidance of our Secretary Sri. Jayant Das and Vice Principal Dr BiswanathGarai. The activities of the Alumni Association in this academic yearstarted with the formation of new executive members. The association contributed One lakh rupees toour college for development.The alumni association of our college is known for sharingexperiences, and achievements and inspiring each other. The associationhas also sponsored several infrastructure needs ofour college.

File Description	Documents
Paste link for additional information	https://www.netajimahavidyalaya.ac.in/college-profile/alumni/
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)	D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	[View File](#)

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

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

The college offers 24 undergraduate programs in different disciplines and one post-graduate program in Bengali. It is connected with the University of Burdawan. Courses like BBA and BCA that are self-financed or add-on are designed to accommodate students' wide range of interests. The institution promotes experiential, interactive teaching methodology. With the introduction of NEP 2020, a new set of procedures is being implemented to provide students with real-world experience. Library facilities and counseling facilities, academic as well as personal issues continued seamlessly during the pandemic period and are continuing after the opening of institutions in offline mode. The college promotes holistic development through sports and extra-curricular activities.

File Description	Documents
Paste link for additional information	https://www.netajimahavidyalaya.ac.in/college-profile/administration/sub-committees/
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization

and participative management.

The College encourages and follows the culture of decentralization and participative management by involving all staff members in several administrative roles. The decision-making apex body at the College level is the Governing Body (GB). The GB has representatives from various stakeholders such as the Government, University, society, teaching staff, administrative staff and students. · The participative management is achieved by decentralization from GB President through the Vice Principal, Coordinator IQAC, Heads of the Departments, teaching faculty and administrative staff. · Before the commencement of every academic year various academic and administrative committees are formed by the Vice Principal as per the recommendations of IQAC. Some committees are statutory and the rest are formed for good governance. The regular activities of the college are carried out through various committees like admission, academics, routine, examination, finance; purchase, library, etc. Teachers, as one of the important stakeholders, are represented in various administrative and academic committees. The roles and responsibilities of the committee members are well-defined. The committee meets frequently and makes major decisions. The participatory role of faculty members is crucial in enhancing the professional competency and social responsibility of young women students, which reflects the vision and mission of the college.

File Description	Documents
Paste link for additional information	https://www.netajimahavidyalaya.ac.in/wp-content/uploads/2024/11/organogram-final-13-03-2024.png
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC, under the guidance of the Vice Principal, framed the strategy objectives to be attended considering the Vision and Mission of the college, SWOC analysis, stakeholders expectations and NAAC 3rd Cycle Peer Team recommendations. Some of the strategy plans along with the deployment in the academic session 2022-2023 are given below Plan of Action

1. To introduce more subjects related to add-on/ Certificate/value-

added programs for students to give them additional exposure
beyond the University curriculum

2. To develop entrepreneurship skills among students

3. To frame policies by the IQAC for the smooth running of
academic & administrative processes after a comprehensive
assessment of the existing one.

4. The library of the college is automated with SOUL 3. E-books
and e-journals are accessed through the INFLIBNET-LIST consortium.
Reading room facility available for all. All Department have their
seminar Libraries. 5. For undergraduate admissions, the entire
process was conducted online. For admission to postgraduate
courses at the university and its affiliated colleges, centralized
admission was used.

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 IQAC finalized Policies for academic and administrative
processes after Governing Body's approval and achieved quality
outcomes through its well-framed policies.

Administrative-Setup

The leadership of the institution follows a participative
management model through a structured organisational mechanism.

The Governing Body(GB) is the apex body with regard to academic,
administrative and financial decisions. The Principal acts as an
executive head. The GB has representatives from various
stakeholders such as the Government, University, society, teaching
staff, administrative staff and students. The College Teachers
Council and IQAC give advice to the Governing Body.

Finance-Administration

The bursar is responsible for various financial affairs. The Infrastructure and Planning Committee monitors the allocation of funds. The Project Monitoring Committee supervises construction works. The internal audit committee conducts the internal audit annually.

Office-administration

The Head Clerk is the head of the office. Accountants, senior clerks, Administrative Assistants, Clerks, Office Attendees, and Supporting Staff discharge various administrative duties.

Appointments & Promotion

The procedure for all appointments and service rules is maintained as per norms of the Higher Education Department, Govt. of West Bengal. The college recruits as per parent university guidelines. The college follows the service rules passed by statutory bodies of the parent university and grants study leave, increments, and other financial and welfare benefits.

File Description	Documents
Paste link for additional information	https://www.netajimahavidyalaya.ac.in/college-profile/administration/
Link to Organogram of the Institution webpage	https://www.netajimahavidyalaya.ac.in/wp-content/uploads/2024/11/organogram-final-13-03-2024.png
Upload any additional information	**No File Uploaded**

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

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

6.3 - Faculty Empowerment Strategies

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

Welfare measures for faculty members encompass provisions such as Leave on duty for professional development activities, adherence to government norms for various types of leave including Maternity and Child Care Leave, enrollment in health schemes, and retirement benefits like Pension and Provident Fund. Financial support through Group Insurance and Provident Fund Loan Facility ensures security, while interest-free ad hoc payments aid newly appointed faculty members. Additionally, financial assistance for workshops and conferences promotes continuous learning. For non-teaching staff, provisions include leave entitlements, Maternity and Child Care Leave, access to festival advances, and similar financial support for new appointments. These measures collectively create a supportive environment, fostering professional growth and well-being for faculty and staff.

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

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

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

0

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

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

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

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

25

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

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

The Performance Appraisal System for teaching and non-teaching staff is followed as per the Government Guidelines. In pursuance to G.O. No. 920-Edn(CS)/5P-52/98 dated 31.12.12, Memo No. ED-103/2013 dated 18.02.2013, Memo No. Ed-293/2013, 07.05.2013, and No. 361-Edn (CS)/5P-56/2017 dated 10.04.2017 and 1373-Edn(CS)/5P-52/98 dated 07.12.17 of the Government of West Bengal, the IQAC of the institution invites applications from the faculty members in the prescribed proforma, which are verified and checked by the IQAC and the Head of the Institution and then forwarded to the Screening/Selection Committee comprising of the Government Nominee and the Subject Expert(s) from the affiliating University. The verified files are then subsequently sent to the Department of Higher Education, Government of West Bengal for necessary action. The Performance Appraisal System of non-teaching staff is followed as per the West Bengal Service Rules. For non-teaching staff, UGC regulated career advancement scheme is not applicable. They are subject to promotion in their respective fields after a period of service not less than 10 and 20 years.

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

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

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

External Audit The Financial audit of the College is done by government agencies at regular intervals. The external/statutory audit is carried out by a Government Auditor appointed by the Department of Higher Education, Government of West Bengal. Reports of statutory audits were sent to the University and the UGC, following due procedures.

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

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

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

0

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

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

The college follows democracy and transparency:

Mobilization of funds: Netaji Mahavidyalaya receives major funds from UGC, the Higher Education Department, the Government of West Bengal, RUSA etc. Funds are also generated from students' fees, selffinanced and certificate courses.

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

The Institute has a Governing Body, Purchase Committee, and associated bodies that help in the preparation, division, allocation, and utilization of funds. The expenditures are made according to the given budget proposal. The utilization of these funds is ensured through financial auditing. Salaries, PF, and other incentives are provided to the staff.

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

The Internal Quality Assurance Cell (IQAC) has played a significant role in institutionalizing quality assurance strategies and processes, focusing on core areas such as Curricular aspects, teaching-learning& Evaluation, research, Innovations & Extension, capacity building, and overall quality enhancement. Some of the significant contributions of the IQAC for Institutionalizing quality assurance strategies and processes-

• Automation of academic governance by installing Learning Management System(LMS).

• Preparing Academic Calendar and ensuring efficiency of teaching-Learning and evaluation process.

• Designed and Introduced subject-related Add-on Courses and other Certificate programs for students for their capacity building & skill enhancement.

• Internal Academic and Administrative Audit, Audit of Purchase of Books & Journals & Internal Financial Audits conducted & report prepared.

• Major Clean & Green campus Initiatives of the college including Policy document on Green Campus framed.

• Conducted Gender audit & Energy Audit. Life-skills training like Yoga, Aerobics, Physical fitness, Self Defense& health & hygiene were conducted for students.

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

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and

recorded the incremental improvement in various activities

The initiatives concerning institutional reviews of the teaching-learning process by the IQAC are-

The teaching-learning process of the college is continuously reviewed by the Internal Quality Assurance Cell. In each semester review meeting on the Teaching- Learning & Evaluation Process with Students &Head of the Department is conducted by the IQAC (Principal as Chairperson) to know about the syllabus covered in the class, whether classes are held as per Class Routine, Punctuality of Teachers & Students in class, any problem with teaching-learning & evaluation process, Performance of students in internal & external examinations, availability of library service, Suggestions/observation from student etc.

• Every academic year IQAC collected data from students on online student satisfaction surveys regarding the teaching-learning process. After analysis of data, the report is prepared and placed before the Vice Principal in the IQAC meeting for the Governing Body's approval. Following are the measures taken to augment the teaching-learning process.

• To introduce a Learning Management System introduced for students & teachers to improve the Teaching-Learning process.

• Certificate courses on soft skills & life skills introduced for students.

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) | A. All of the above |

File Description	Documents
Paste web link of Annual reports of Institution	https://www.netajimahavidyalaya.ac.in/wp-content/uploads/2025/02/2023-2024-students-feedback-report.pdf
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Festivals and events are highly valued at our college because we believe they are essential to education and the development of a strong sense of cultural identity. These festivities serve as a bridge between students from different backgrounds and promote tolerance and respect for different customs. These gatheringsfoster traits like creativity, empathy, and friendship in addition to happiness and excitement. They act as platforms for learners to be exposed to moral principles. The College observes national and international commemorative days, events, and festivals throughout the year. Republic Day and Independence Day Flag hoisting ceremonies and other cultural activities are conducted. NCC cadets of college take part in parades. Birth and Death Anniversary of Kavi guru Rabindranath Tagore Our college pays tribute to Kavi guru by offering dance, songs, and recitals from his repertoire. College celebrates its Foundation Day on 23rd January with our principal hoisting the college flag with the students, teachers, and non-teaching staff. World Environment Day is observed on June 5th with a sapling plantation. International Yoga Day, and World Environment Day are celebrated each year.

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	**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

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

Waste recycling system

The right methods for waste disposal, purchase of environmentfriendly supplies, and an effective recycling process aresome of the practices ingrained into the system. Reduce,Reuse, Recycle is one of the best practices of theInstitution. All the waste generated in the campus are takencare of as per norms.

Solid waste management:

To collect solid waste, separate dustbins are kept atdifferent places in the premises of the institution. Regularsolid waste is collected by the Arambagh Municipality everymorning. The huge volumes of solid waste are managed with thehelp of Hulladeck, the state government recognized andregistered agency that pick up the solid waste generated inthe campus from time to time.

Liquid waste management:-

The liquid wastes generated in the chemistry laboratory aredisposed off through proper channel. The well-maintaineddrainage system takes out the sewage into the big drainsoutside, thus ensuring no stagnation of liquid dirtwhatsoever inside the campus.

E-waste management

E-waste corner has been set up inside the physics laboratorywith the support of Hulladeck where the college e- wastes arecollected from time to time.

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

B. Any 3 of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles

3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	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	A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	View File
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	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	**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).

One important mission of our institution is 'To providequality education to girl students irrespective of caste,creed, religion and diverse socio-economic status.' A fewscenarios that underscore this ideal are given below:

- **The campus is free from all barriers of caste,community, color, religion, and language which isevident from the diversity of the students.**
- **Students are admitted from various socio-economicbackgrounds.The classes, auditorium, canteen, NCC, NSS & SportsUnit are indeed an eclectic mix of students fromvarious strata of the society.**
- **College provides free studentships to all economicallyneedy students irrespective of their caste, creed,religion & social background.**
- **The Annual Cultural Competition, College Social,College Magazine, Departmental magazine, and Wall magazineprovide an opportunity to bring out the talents of students coming from diverse cultures & diverse socioeconomic statuses.**

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

- Netaji Mahavidyalaya takes initiative in organizing variousevents and programs for molding the students and staff tobecome responsible citizens by sensitizing them to theconstitutional obligations: values, rights, duties andresponsibilities of the citizens.
- Value education classes that are part of the curriculum teachthe students the values for life, social values, humanrights, duties, and responsibilities to the environment andsociety, and provide great opportunities for discussions oninclusive environments.
- The college celebrates important occasions like NationalYouth Day, Birth Anniversary of Netaji Subhas Chandra Bose,Republic Day,International Mother Day, National Science Day,Rabindra Jayanti, World Environment Day, International YogaDay, College Foundation Day, Death Anniversary of RabindraNath Tagore, Independence Day, Teachers' Day, NSS and NCCDay, and many more to instill moral,social and ethical values in students and employees.

Seminars, Awareness programs, rallies, competitions andcultural activities are organized to sensitize the studentson values, rights, duties, and responsibilities of citizens

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	A. All 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

Yes, we celebrate/organizes national and international commemorative days, events and festivals regularly.

https://www.netajimahavidyalaya.ac.in/photo-gallery/

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

7.2 - Best Practices

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

Best Practice – I

Title of the Practice: Skill Development amongstGirls and Women in Neighbouring Adopted Village

The college has felt it urgent to bring the young girls and the women of neighbouring areas onto a single platform under guidance

of the college teachers who are keen on inculcating essential social values and hands-on skill development.

The Practices:

- The college has adopted a neighbouring village named 'Dighara' with population 2700 of which female strength is around 1300.

- The college has selected the village based on primary visit and interaction with the women living in the village
- The college has organised 01 camp, 01 campaign and 02 skill development events so far

Best Practice-2:

Awareness Programme for Local Farmers to Develop Sustainable Agricultural Practices

THE PRACTICE:

- Organic farming provides farmers with practical, hands-on experience in agriculture, sustainability, and environmental stewardship.
- Students can engage in cross-disciplinary learning by integrating concepts from fields such as biology, environmental science, nutrition, and business management.
- It promotes awareness of environmental issues and the importance of sustainable agricultural practices in mitigating climate change, protecting biodiversity, and conserving natural resources.

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

The first priority of this institution which is one of the best institutions of Hooghly District is the empowerment of all the students national and international recognition in all aspects of teaching, learning, and extra-curricular activities.

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

1. **Strategy Development and Deployment of the college embraces Curriculum Development, Teaching-Learning,**
2. **Examination and Evaluation, Library, ICT and physical Infrastructure/Instrumentation, Human Resource**
3. **Management, Admission of Students, RUSA, Renovation/Upgradation of Existing facilities, Acquisition of**
4. **Equipment and Facilities**