SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

GOVERNMENT GENERAL DEGREE COLLEGE, NARAYANGARH

VILL. RATHIPUR, P.O. BHADRAKALI, DIST. PASCHIM MEDINIPUR 721437
www.ngc.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Situated, in a comparatively remote location, Government General Degree College, Narayangarh— hereafter referred to as, GGDC, Narayangarh— is affiliated to Vidyasagar University and a precious and deeply revered place for students, especially hailing from socially & economically disadvantaged sections of society, who lack in financial means but do not, in any way, lag behind the talented and the determined youth of this country. By bringing College Education to the doorsteps of these students, GGDC, Narayangarh, has made Higher Education both accessible and affordable to them who, otherwise, would have been unduly deprived.

Government General Degree College, Narayangarh, completed 7 years of its journey on16th May 2024. Since the inception, the Institution has been catering to the multifaceted needs of the locality & its legions of stakeholders by providing quality education to students and employment to many others. In all these years GGDC, Narayangarh has held firmly to the course of righteousness in all its activities and has rendered selfless service to the society with well-earned pride and success.

From the very beginning the college has been providing excellent modern education which has never stayed complacently confined to the narrow domain of books alone: the students, here, are encouraged to participate in holistic education comprising curricular and co-curricular activities like Sports & Games, debates and discussions, individual and community development activities. The state-of-the-art Gymnasiums, with separate spaces for Boys and Girls, add tremendous value to the College's relentless pursuit of all-round development of its students, demonstrating, by its very existence, the validity & wisdom embedded in the ancient Latin phrase, "Mens sana in corpora sano" (A Sound Mind in a Sound Body) . This, it is earnestly hoped, will go a long and meaningful way in improving the standard of life of the students and enrich the immediate society to which they belong.

 The College has happily walked the extra mile to take special interest in bringing female students and the students from underprivileged sections of society into the mainstream of education by offering them the support of an active "mentor-mentee" system. In addition to performing the conventional roles of an 'Institution of Higher Learning', GGDC, Narayangarh, has been trying its best to provide an encouraging environment, a safe space, and proper guidance to its female students in order to foster gender equity in the immediate locality and in the society at large.

The College library, air conditioned with munificent facilities and cosy reading rooms, encourage students to spend more time with books than they would otherwise do in the sultry and stifling heat of the place. The library is equipped with necessary books, the total acquisition of which is in the process of constant enhancement and expansion. Our classrooms are generously spacious, well ventilated, and equipped with all necessary teaching-learning tools for offering suitable learning environment to students.

We are determined and committed to equipping our pupils with all the indispensable skill-sets in the realms of subject knowledge, environmental ethics, morally-sustainable living skills, affective skills, communication skills, interpersonal skills, and leadership skills so that their life- even beyond the immediate boundaries of the college- becomes self-sufficient, respectable and worthy of emulation. They are expected to find themselves self-reliant with a capacity to think ethically and independently.

We welcome all aspiring students to create an incredible legacy in the field of higher education, here.

Vision

- To inculcate a sense of confidence and dedication in the students for better understanding of their position vis-à-vis the society at large, thereby enhancing their sense of self-reliance and hunger for academic excellence

- To boost interest and stimulate curiosity in the minds of the students not only in relation to their prescribed/chosen subjects but also with regard to the wider world around

- To modulate their outlook regarding the necessity of higher education and their professional careers ahead

- Create suitable environment to help students develop a lively interest in vocational skills so that they can explore professional opportunities beyond the banal and the hackneyed, and establish themselves as economically independent individuals of society

- To create responsible and respectable citizens who can render demonstrably better services to society at large

- To inculcate free and ethical thinking among learners through value-based education

Mission

- To synthesize the creative energy and cognitive potential of all the stakeholders of the College. This will eventually serve to call forth novel outcomes and ensure general satisfaction of the students.
- Use of available resources, ingeniously and wisely, to bring about abiding improvements like addition of new Departments to the college, expansion of the catchment area of the institution thereby bringing within its fold a much larger section of the students' community. This, needless to say, will turn our college into a veritable machine of mass social transformation and all-encompassing uplift.

- To take the influence of the College much beyond the confines of the merely academic and enthuse students to see themselves as messengers of modern transformative ideas and agents of social change.

The Two NSS Units of the College shall be the principal weapon in its armoury which the College shall generously employ to translate the aforesaid resolve into a palpable reality.

- To inculcate suitable values in students that would let them cultivate ways of advancing co-curricular activities in the college and stop seeing these as, mere "extra-curricular" exercises or an extraneous addendum to "more important" curricular activities. This is bound to precipitate the intended effect of producing a more tolerant, more capable, more versatile, and flexible generation of young citizens.

- To foster a sense of respect for the plurality of identities, moral and ethical behaviour and all-round development of the students.

- To activate further the ICT based teaching-learning processes.

- To preserve and promote the knowledge of Indian languages and cultures without being vulnerable to any claims of bigotry.

- To increase the number of career-counselling programmes and, thus, to better prepare our students for the ever-evolving trends, demands and challenges of the professional world.

- To familiarize the students with the insights and expert views on various facets of life by bringing them into seminars and workshops conducted by the great achievers of society.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Institutional Strength

- Pleasant cultural & academic atmosphere for all students

- Incorporation of modern technologies both in administrative and academic activities

- Healthy percentage of student attendance in every class

- Formal and informal career counselling provided to students on a regular basis

- Practical Utility based add-on Courses like Yoga & Massage Therapy has been introduced

- Continuous internal assessment exams/evaluation like class tests and tutorial classes are held to ensure academic competency, and negate the possibility of stagnation

- Feedback and advices (Oral and/or Written) of parents are often sought to ensure steady improvement of teaching-learning processes and foster awareness in parents, especially of female students, regarding the necessity and importance of education, and the perils of dropping out of Academic Courses before their completion

- Establishment of active cells viz. anti-ragging, anti-sexual harassment and others for the dignity & security of the students.

- Establishment of several committees like Students' Welfare Committee, Building committee, purchase committee, and others to ensure smooth functioning of the college.

- A large playground for organizing various sports.

- Annual publication of college magazine

- Student centric learning activities such as student seminars, PowerPoint presentation through smart classroom to enhance technical skills of students.

- An organized committee to ensure over-all development of the college.

Institutional Weakness

Institutional Weakness:

- Absence of sufficient number of disciplines and faculty members

- Lack of research infrastructure in college

- Paucity of journals & e-learning resources in the library

- Placement services are not yet organized

- Yet to establish fully-equipped healthcare unit in college

- Alumni association is yet to be registered

- No development activities for the College playground owing to paucity of fund

- Hostel facility is unavailable

- No Government "road permit" allocated to the road leading to the College. This has resulted in complete absence of public transportation available to college.

- Many meritorious students are deprived of the opportunity to study here owing to lack of proper communication Systems.

Institutional Opportunity

Institutional Opportunity:

- Sufficient & timely allocation of funds might be beneficial for improving infrastructure

- The institution has infrastructural potential for introducing more science-based disciplines, and courses on skill-management

- More career-oriented courses can be introduced for bringing students up to speed with the continually evolving demands of job-market.

- Financial support from more Non-Governmental funding agencies might be of great help to students

- Raising funds could help us further modernize existing infrastructure and expand on the same, as and when necessary

Institutional Challenge

Institution Challenges:

- Perilously dangerous condition of the roadway connecting the College to the nearest main road

- No seamless communication system between the college and the nearest towns

- Difficulty in motivating certain sections of students (particularly the female students) to complete their courses of study and not drop out of the same in the middle of the said courses.

- Precarious financial condition of most families that send their kids to college: this, at times, compels them to take their kids out of college in search of immediate relief even when it is at the cost of long-term damage to their professional prospects

- Since many students are first-generation learners, sometimes it is difficult to get the students to complete their College courses and pursue higher education or education for acquiring high technical competencies.

- Motivating the students to be self-employed and not rely on just the conventional avenues of work.

- A significant distance between Vidyasagar University and the college which sometimes makes proper connection unavailable or, at best, hazardous.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

1. As a constituent college of Vidyasagar University, Government General Degree College, Narayangarh (GGDCN) precisely implements the syllabus as is prescribed by Vidyasagar University.The timetables of each subject are carefully designed in accordance with the prescribed workload as indicated in the relevant UGC Regulations.

2. Each of the Academic Departments of the College tries its best to allot classes to the teachers by taking into account their academic specializations, preferences and expertise.

3. GGDC, Narayangarh, in close adherence to the letter and spirit of the Annual Academic Calendar— prepared & published by Vidyasagar University— designs its own Annual Academic Calendar which is then assiduously implemented in the day-to-day conduct of the College.

4. Regular Departmental meetings are held which provide an occasion and the necessary scope to prepare desirable academic blueprint vis-à-vis designing of detailed plans & programmes, and identification of appropriate pedagogical tools suited to the prescribed curriculum and the Academic Calendar of the University.

5. A personalized setup for mentor-mentee interactions is arranged which creates a safe space for the identification of advanced and slow learners, thereby allowing teachers to encourage the former and hand-hold the latter to create a teaching-learning environment based on cooperation, parity and compassion.

6. Continuous Internal Evaluation of students is done, in pursuance of UGC instructions and guidelines on the subject. The faculty members of the College put these into action through modes of evaluation like surprise oral tests, project works, viva voce and written exams.

7. The students are exposed to a pedagogy— carefully tailor-made by the teachers of the College, keeping in mind the temperament of students and the available teaching-learning situation —that unobtrusively assimilates within itself the significant notions of professional ethics, behavioural ethics, modes of gender sensitization, environmental awareness etc.

8. The IQAC of the College has carefully devised and drawn up a "Continuous Feedback System" for all the stakeholders.

9. The teachers participate in Faculty Development Programmes (FDP) and Workshops from time to time ensureing constant updating and upgrading of their epistemological resources leading to discernibly better delivery of academic services to the students.

10. The comprehensive undergraduate curricular structure, followed here, perfectly integrates the newly formulated tenets enshrined in NEP2020. This new structure champions the core values of Innovation, Integration, and Inclusion.

Teaching-learning and Evaluation

1. At GGDC, Narayangarh, the interactive teaching-learning process embraces a note of warmth that enables students to break through the cloud of initial hesitation and misapprehensions. This, expectedly, has made teaching-learning process a friendly experience for all the concerned stakeholders.
2. The ceaseless encouragement of the teachers, in an atmosphere of mutually shared trust and bonhomie, offers constant motivation that leads to better academic performance and all-round development of the students. This is borne out by the increasingly better performances of the students in the University exams, and their steadily ascending enrolment for higher studies in the last five years.
3. The College inducts students as per the approved/sanctioned vacancies and reservation policies of the Government of India pertaining to SC/ST/OBC/EWS and PWD applicants.
4. The teachers employ various innovative methods of teaching, and adopt inclusive approaches to cater to learners' diversities and varying abilities. These approaches include mentor-mentee programmes, counselling sessions, classroom interactions, academic quizzing, tutorial sessions etc.
5. The College has a functioning ICT infrastructure for the benefit of all the stakeholders of the College
6. The teachers substantially enhance the effectiveness of conventional teaching methods with ICT-based techniques. They are also integrated with innovative pedagogies like blended learning, experiential learning, role plays, and projects.
7. Special talks, conferences/seminars, workshops, projects are simultaneously organized to provide experiential learning, and facilitate exposure to practical aspects of and advances in Original Research.
8. Continuous Internal Evaluation of students is done in accordance with the guidance and instructions provided by Vidyasagar University.
9. In keeping with the relevant UGC regulation, minimum attendance percentage of Students (not less than 75%) is ensured before allowing them to take all University examinations. Allowances for some leniency are, however, not ruled out in this respect, but only under certain extraordinary circumstances, as recognized by the UGC and the Govt of West Bengal.
10. Programme Outcomes (PO) and Course Outcomes (CO) are constantly monitored and necessary actions are taken without any delay.
11. Extra-curricular activities for students, organized by the College, are devised to hone their organizational and leadership skills.
12. The faculty is dedicated, full of potential, and determined to achieve higher academic growth.
13. The teachers are well qualified with commendable teaching and research experience. The students provide feedback in every semester on curricular aspects and infrastructural facilities.

Research, Innovations and Extension

1. The College supports and motivates the teachers to undertake doctoral studies and produce quality research publications.

2. The teachers, in the last five years, have published multiple papers of value in Journals enlisted in the UGC CARE list and have contributed chapters to edited volumes/books too.
3. Most of the departments of the College engage in conducting discipline-specific and interdisciplinary seminars/conferences and workshops.
4. Some teachers have completed PhD and other higher qualifications.
5. The College signed Memorandums of Understanding (MoU) with various colleges for conducting "faculty exchange programmes" and collaborative research activities.
6. In keeping with the spirit and principal tenets of the College's vision, "outreach and extension" activities, mostly with the aid and support of the College's NSS Units, are conducted with great earnestness and dedication. The faculty members have taken initiatives to promote social, educational and gender awareness among underprivileged masses in the locality.
7. The students have done the College proud by their prestigious feats: many of them have respectably earned certificates of appreciation for their exemplary extension-activities.
8. The College supports the departments to undertake educational outreach programmes.

Infrastructure and Learning Resources

1. The campus of GGDC, Narayangarh, spreads over approximately 10.50 acres of land. The built-up area is approximately 1483 sq meter.
2. The College has a newly constructed building (which has been operational since January 2020).
3. GGDC, Narayangarh has been constantly trying to augment its infrastructure and physical facilities to enhance the quality of teaching-learning process despite several financial constraints.
4. The College has 01 Principal's Chamber, 01 Meeting Room, 02 Kitchens, 01 Canteen (subdivided into two adjacent areas for Students & Teachers respectively),19classrooms, 06 laboratories, 02 Gymnasiums, 01 Auditorium, 01library, 01 Reading Room, 20 Bathrooms, 02 Administrative Offices, 01 Examination Room, 01 IQAC Room, 01 Students' Union Room, 02 Students Common Rooms, 01 AC Waiting Room cum VIP Lounge, 01 Help Desk etc.
5. The College houses a sprawling library, comprising approximately 5000 Books, which is in the process of constant augmentation and enrichment.
6. The library is automated with the aid of modern accoutrements like the Integrated Library Management System (ILMS), and is also endowed with subscriptions to valuable e-Journals and other e-Resources. Further developments, felt necessary, are in the offing.
7. There is no paucity of sports equipment related to sports like Cricket, Football, Volleyball, Badminton, javelin, skipping ropes, chessboard, Ludo board, carom, discus ring, shot put ball etc.
8. In order to organize cultural activities of the College (like celebration of birthdays of great personalities, cultural events in a calendar year etc.) a space has been allotted within the campus to practice and conduct various cultural programmes. The ICT-enabled Seminar hall-cum- Auditorium also serves the aforesaid purpose.
9. Details of Institutional expenditures, assets and liabilities are thoroughly audited in accordance with established norms.
10. The College constitutes a number of committees and subcommittees that oversee and supervise the utilization and maintenance of the student-support facilities.
11. The college has installed energy efficient LED lighting apparatus for reducing electricity consumption.
12. The college has installed two (02) water coolers within the college building for supply of pure and cold drinking water which is found to be an extremely valuable addition to College resources, particularly during the scorching summer months.
13. High-speed internet connectivity covers all the classrooms, Library, Reading Room, Principal's

chamber and the administrative office of the College.

Student Support and Progression

1. The Grievance Redress committee addresses various grievances of students. Anti Ragging Committee ensures adequate awareness and immediate redress of grievances, if any.
2. The Internal Complaints Committee (ICC) is vigilant regarding prevention of sexual harassment and provides an approachable &safe space for the complainants, if there are any.
3. Students who satisfy necessary criteria receive financial assistance in the form of scholarships from the government and non-governmental agencies. The college makes sure that the students receive these scholarships on a timely basis.
4. Teachers support students in their academic endeavours through regular tutorials, and doubt-clearing sessions, conducted in small groups (slow/advanced learners).
5. Students are counselled and mentored regarding any personal issues and career choices (through mentor-mentee programmes and career counselling programmes for competitive exams).
6. An active Alumni Association (yet to be registered, though) organise alumni meets and pay informal visits to the college, whenever possible, where the members offer constructive suggestions for the betterment of the College.
7. In the last five years, the total number of courses has increased- particularly owing to the evolving Course Patterns- along with the number of students passing with higher & better CGPA.
8. Cultural programmes are organized by the college where co-curricular activities like music, dance, and recitations are held.

Governance, Leadership and Management

1. In keeping with the vision and mission of the Institution, the Institutional governance and leadership are conducted.
2. The myriad Institutional practices such as the implementation of NEP 2020, ceaseless institutional development & decentralization of administrative practices manifest the aforesaid claim.
3. The core tenets of the mission and vision are also enshrined in the formulation of short-term and long-term Institutional Perspective Plan.
4. GGDC, Narayangarh assigns undivided attention to the task of inclusion of socially disadvantaged sections from which most of its students hail.
5. The financial constraints of students that often turn out to be the principal hurdle on their path to acquisition of higher education is sought to be negated by introducing them to various scholarship programmes offered by both the Govt of West Bengal and many Non-Govt. Funding agencies.
6. GGDC, Narayangarh is committed to offering its students an all-embracing platform where the passion to uphold the syncretic culture of India is celebrated. This is, indeed, an effort to bring within its fold stakeholders from the whole of society, irrespective of class, caste, religion, or any other identity-based affiliations.
7. The College is headed by the Officer-in-Charge who, in turn, is assisted by the council of teachers, its Secretary, and the Internal Quality Assurance Cell (IQAC).
8. The College, in its policy to decentralize administration & adhere to the extant standard protocols, has various subcommittees like Internal Complaints Committee (ICC), Purchase Sub-Committee, Admission Sub-Committee, Sports Sub-Committee, Examination Sub-Committee etc. to conduct all the activities of the college in an academic year.

9. The IQAC has been formed in accordance with the existing UGC guidelines.
10. Appointment of teachers and their active service rules are in strict adherence to the relevant guidelines of the Directorate of Higher Education, Govt of West Bengal.
11. Promotion of teachers happens as per the norms of the Career Advancement Scheme (CAS) framed by the University Grants Commission (UGC).
12. GGDC, Narayangarh implements e-governance steps & strategies in its operations.
13. The schemes employed for the empowerment and welfare of the teaching & non-teaching staff of the institution- like participation in Faculty Development Programmes, promotion, medical allowance, Leave facilities (including Medical Leave, Child Care Leave, Maternity Leave et al.), LTC, grant of bonus, General Provident Fund etc.- are granted, wherever it is applicable and due, in light of the rules and regulations of the Govt of West Bengal.
14. The IQAC, in accordance with its official mandate, offers suggestions to the administration for ensuring steady growth and development of the institution.
15. Financial audits are clear up to 2022-2023.

Institutional Values and Best Practices

1. GGDC, Narayangarh derives its character and strength from its dearly-held Institutional values and best practices.
2. The College makes conscious efforts to establish an inclusive and cohesive environment based on respect for difference and plurality.
3. The safety and security of the stakeholders are ensured by 24X7 close monitoring of the strategically key points within the college premises- by CCTV surveillance.
4. The Girls' common-room has been judiciously constructed. They are motivated to participate in co-curricular activities and cultivate within themselves leadership skills.
5. Residential football-coaching camps for girls have also been organized by the College.
6. GGDC, Narayangarh attaches paramount importance to the ever-growing concerns of Environmental Sustainability.By organizing seminars, talks, conferences and other community activities like debates and discussions pertaining to perilously endangered state of our ecosystem.
7. Our College is morally and ethically alive to its responsibility of proper waste management & containment of pollution.
8. Waste Management activities are done through proper mechanisms suited to particular type or nature of the waste.
9. Bio-Degradable solid waste is almost completely recycled through a composting pit. Then it is used in gardening activities within the College premises.
10. The College does not produce any hazardous chemical, bio-medical or radioactive waste.
11. Water Conservation and best possible recycling of the resource is conducted without fail by our Institution.
12. The careful nurturing of Green Campus is implemented.
13. The College has performed external Green Audit.
14. The College has Divyangjan-friendly, barrier free environment for the "differently abled" stakeholders of the college:
15. Govt policies of reservation for the SC, ST, OBC-A, OBC-B, PH & EWS are strictly followed in their true letter and spirit.
16. Financial support- in the form of Govt and non-govt. scholarships- is made available to eligible students.
17. Days with special significance (like, Swami Vivekananda's birthday, Netaji's birthday, Republic Day,

Rabindra Jayanti, Independence Day etc.) are celebrated appropriately with spontaneous participation of all the stakeholders of the college.

Best Practices:

1. GGDC, Narayangarh is a strong votary of equal opportunities for both boys and girls in every sphere of life. In order to negate the gender-based discrimination stemming from age-old prejudices, our College has leaned back upon sports as an effective leveller. The College plays the role of a mentor to the Women's Football Team that, in multiple forums, has brought laurels to the college. The female students of the college have been allotted a girls-only gymnasium where they can look after their own physical wellbeing, in addition to honing their cognitive prowess through curricular activity, in the dignified privacy of an exclusive space

2. Optimum Utilization of Library Resources- The library is the heart & soul of any educational institution. It is no different for GGDC, Narayangarh. Here the library, with its continually growing resources, motivates students to look beyond the narrow confines of their syllabi and develop a habit of reading that is intended to stand them in good stead.

The library is invested with great care: it is most generously furnished with the best possible reading equipment, lighting solutions and air conditioning that makes the reading experience a happy one, and motivates students to frequent the veritable storehouse of knowledge, as much as possible.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVERNMENT GENERAL DEGREE COLLEGE, NARAYANGARH
Address	Vill. Rathipur, P.O. Bhadrakali, Dist. Paschim Medinipur
City	Rathipur
State	West Bengal
Pin	721437
Website	www.ngc.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal(in-charge)	Badal Kumar Jana	03222-236512	9433318099	-	principal.ngc05@gmail.com
IQAC / CIQA coordinator	Saugata Mukhopadhyay	-	9232769350	-	smukhopadhyay@ngc.ac.in

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
West Bengal	Vidyasagar University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	11-05-2023	View Document
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Vill. Rathipur, P.O. Bhadrakali, Dist. Paschim Medinipur	Rural	10.27	1483

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Bengali, Four years Hons or Hons with research under CCFUP	48	H.S	Bengali	31	24
UG	BA,Bengali, Three years Honours under CBCS	36	H.S	Bengali	25	21
UG	BA,English,Four years Hons or Hons	48	H.S	English	38	19
UG	BA,English, Three tear Honours under CBCS	36	H.S	English	30	20
UG	BA,Sanskrit, Four years Hons or Hons with research under CCFUP	48	H.S	Bengali,Sanskrit	27	8
UG	BA,Sanskrit, Three tears Honours under CBCS	36	H.S	Bengali,Sanskrit	20	11
UG	BA,Education,Four years Hons or Hons with research under CCFUP	48	H.S	English,Bengali	38	11
UG	BA,Educatio	36	H.S	English,Beng	35	27

	n,Three years Honours under CBCS			ali		
UG	BA,History,Three years Honours under CBCS	36	H.S	English,Bengali	30	22
UG	BA,History,Four years Hons or Hons with research under CCFUP	48	H.S	English,Bengali	31	15
UG	BSc,Geography,Four years Hons or Hons with research under CCFUP	48	H.S	English,Bengali	27	16
UG	BSc,Geography,Three years Honours under CBCS	36	H.S	English,Bengali	25	18
UG	BSc,Nutrition,Four years hons or Hons with research under CCFUP	48	H.S	English,Bengali	20	13
UG	BSc,Micro Biology,Four years Hons or Hons with research under CCFUP	48	H.S	English,Bengali	20	9
UG	BA,Physical Education,Three years multidisciplinary	36	H.S	English,Bengali	201	145

	course in Humanities under CCFUP						
UG	BA,Physical Education,Three years General with Bengali English Sanskrit Education and History	36		H.S	English,Bengali	170	144

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				1				62			
Recruited	0	0	0	0	1	0	0	1	19	3	0	22
Yet to Recruit	0				0				40			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				19
Recruited	3	0	0	3
Yet to Recruit				16
Sanctioned by the Management/Society or Other Authorized Bodies				4
Recruited	3	1	0	4
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	9	0	0	9
M.Phil.	0	0	0	1	0	0	3	1	0	5
PG	0	0	0	0	0	0	7	2	0	9
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	237	0	0	0	237
	Female	296	0	0	0	296
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	20	26	32	35
	Female	25	24	29	33
	Others	0	0	0	0
ST	Male	4	8	8	6
	Female	12	10	11	14
	Others	0	0	0	0
OBC	Male	7	2	4	7
	Female	8	4	5	20
	Others	0	0	0	0
General	Male	51	77	87	69
	Female	73	89	87	78
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		200	240	263	262

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The institution administers undergraduate (UG) programs within categories encompassing Arts, Social Sciences and Bio Sciences. These programs offer a diverse array of subjects of honours and general elective categories, accommodating the preferences and demands of students within the region. Indeed the generic elective subjects enhance the scope of assimilation, since a student opting for Arts stream can choose a Science subject and vice-versa. Multidisciplinary courses introduced under CCFUP curriculum in the recent year is mention worthy in this regard. Furthermore, the college has successfully conducted webinars that delve into various dimensions of study. These webinars have

	attracted participants, including students, teachers, and scholars not only from the host institution but also from other regions and states. These events have featured both local and external experts as resource persons, contributing to a rich exchange of ideas and opinions, thereby fostering an interdisciplinary atmosphere. Additionally, the institution is planning for implementing Add-on-Courses, Value Added courses and Certificate Courses at the departmental and college levels respectively. These courses will aim to extend knowledge beyond the confines of the standard curriculum, providing students with a comprehensive understanding of diverse disciplines. This initiative underscores the institution's commitment to offering a well-rounded education that goes beyond the average academic boundaries.
2. Academic bank of credits (ABC):	The College has taken a significant initiative in implementation of the Academic Bank of Credits (ABC) through the affiliating university i.e. Vidyasagar University. The Academic Bank of Credits is a revolutionary system designed to enhance flexibility and promote a learner-centric approach in our academic programs. Through this initiative, each student will accumulate credits for the successful completion of courses, regardless of the specific semester in which they are taken. This enables students to have greater control over their academic journey, allowing them to personalize their learning experience along with pace. Key features of the Academic Bank of Credits implementation include: 1. Flexibility in Course Selection: Students can choose courses based on their interests and career goals, encouraging a more holistic and tailored education. 2. Credit Accumulation: Credits earned for each completed course are stored in the Academic Bank, providing a transparent record of a student's academic achievements over the duration of their program. 3. Interdisciplinary Learning: The ABC system promotes interdisciplinary learning by allowing students to accumulate credits from various disciplines, fostering a well-rounded education. 4. Credit Transferability: The credits earned by students are transferable within the university system, facilitating seamless transitions between departments or campuses. 5. Personalized Learning Paths: With the ABC system, students have the flexibility to design their own learning paths, helping them explore

	diverse subjects and develop a broader skill set. We look forward to witnessing the positive impact of this initiative on our students' educational experiences and encourage the entire community to embrace this progressive approach to learning.
3. Skill development:	In a college predominantly offering undergraduate (UG) courses, the institution is steadfast in its commitment to fostering a vibrant learning culture. The primary objective is to instill a sense of curiosity and enthusiasm among students, encouraging them to explore new ideas and apply their knowledge in future projects and enterprises. Following the normalization of situations post the COVID-19 pandemic, the Internal Quality Assurance Cell (IQAC) has actively collaborated with the Head of the Institution to enhance the teaching-learning environment. Plans were devised to introduce skill augmentation courses on a regular basis, leading to the organization of numerous seminars, poster competitions, debates and lectures under the supervision of dedicated subcommittees constituted for this purpose. The holistic approach to education at the institutionnot only focuses on academic excellence but also strives to equip students with practical skills and a mindset geared towards innovation and success in their future endeavors. It is worthwhile to mention that complying with NEP framework, Department of Geography has introduced 'Computer Application' as a Skill Enhancement Course, Department of Bengali has introduced a SEC course on 'DTP and Proof Reading' and the Department of English has conducted SEC on ' Soft Skill Development' to deliberate students towards a comprehensive development of human character, skill development being a significant catalyst towards attainment of the same.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The curriculum followed at this institution is in adherence to the Choice-Based Credit System (CBCS) and Curriculum & Credit Framework for Undergraduate Programmes (CCFUP) aligned with NEP-2020, prescribed by the affiliating University in cognizance with the UGC directives, thus reflecting considerable freedom of assimilating issues compatible to the region-specific concerns with focus on a comprehensive exploration of our country's rich heritage. The courses cover traditional knowledge encompassing culture, arts, literature, life-sciences

	and more. to name a few, disciplines of Sanskrit Bengali, History, Geography, Education focus on integrating Indian values with global perspectives promoting a cohesive understanding of life and its intrinsic value. Biodiversity conservation practices, medicinal plants rooted in Ayurveda are integral components, pointing to the same direction. The departments embedded in Indian culture heritage, organize seminars, cultural programs and observance of significant days to uphold and promote this essence. This commitment to preserving and promoting the cultural heritage remains steadfast, as evidenced by the department's continued adherence to this practice, even in the current academic year
5. Focus on Outcome based education (OBE):	Outcome based education is an approach and a learning philosophy focusing and organizing the entire academic programme (curriculum) and instructional efforts around clearly defined outcomes. Outcomes are usually expressed in terms of a mixture of knowledge, skills, abilities, attitudes and understanding that a student will attain as a result of his/her successful engagement in a particular set of higher education experience. To accomplish the benefits of this form of learning, our institute integrates the learning modalities in a way that inculcates skills and imbibes potentialities thereby equipping students with abilities to face the outside competitive world.
6. Distance education/online education:	The significance of online digital learning has become evident, particularly during emergencies such as the COVID-19 Pandemic. Even as the educational landscape returns to normalcy, the continued use of online methods especially for the dissemination of study materials and communication of messages remained relevant. This approach ensures swift exchange of information aligning with the ongoing trend of efficient information sharing. In addition to these measures the college has adopted a learning management platform in the recent year that will enable all the stakeholders i.e. faculties, students, parents etc. to manage their parts of shared learning in an accessible, judicious and flexible manner.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	An Electoral Literacy Club (ELC) was set up in this college on 14.03.2023 as a constructive step towards promoting civic and electoral awareness, targeting new voters (18-21 years old) pursuing their graduation.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes, the club is a functional body and representative in character. As per the guidelines of ECI, the club consists of teachers and students. Sri Abhisek Das, Assistant Professor, Department of English, has been appointed as the Nodal officer of this club. Other member teachers of this club are Sri Srijib Goswami, Assistant Professor, Department of Sanskrit, GGDC, Narayangarh, and Programme Officer, NSS unit– II and Sri Abhishek Roy, Assistant Professor and Head, Department of English. Though all the students of this college are members of the club, the Club, with the general consensus of the students present in the meeting, nominated six students as representatives. Other than performing as the Nodal Officer of the club, Sri Abhisek Das will also act as the mentor of it. The student representatives, carefully chosen from different caste categories and genders, are--- 1. Sarandip Sing (English Hons, 4th Sem) 2. Ankita Singha (BA Gen, 4th Sem) 3. Sayna Khatun (Geography Hons, 2nd Sem) 4. Surojit Ghorai (BA Gen) 5. Kabita Sing (BA Gen, 4th Sem) 6. Anwesha Das (Geography Hons, 2nd Sem)
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	Yes, the club initiated voluntary contributions by the students in the electoral process. This includes participation in voter awareness campaigns, promoting ethical voting, and enhancing the participation of the underprivileged sections of society, especially disabled persons and senior citizens. As per the guidelines of ECI, on 23 March 2023, the club, in collaboration with the NSS unit of The College, organised an awareness programme, "My Vote My Right," for the 18+ voters at our campus. A total of 53 (fifty-three) students participated in the awareness programme.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	Under the mentorship of Sri Abhisek Das and in collaboration with the college's NSS Units, an awareness seminar on the "Role of Youth in Election" was organised on 12.04.2024. In the seminar, Sri Somraj Banerjee, Assistant Professor of English, made the students aware of the role the youth of today's India should play in the electoral

	system. A total of 37 (Thirty-seven) students participated in this awareness seminar.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	The ELC has taken the initiative to identify the number of students above 18 who have yet to be enrolled in the electoral roll (before the 2024 National Level Elections) and intends to extend this initiative by sensitizing the students about the importance of voter registration.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
533	538	515	428	328

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 25

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.2

Number of teaching staff / full time teachers year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
23	23	23	22	23

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2023-24	2022-23	2021-22	2020-21	2019-20
89.42250	49.13837	28.80090	178.28626	80.48348

File Description	Document
Upload Supporting Document	[View Document](#)

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Government General Degree College, Narayangarh, is situated in a rural area where poverty is a major concern. Most students in college depend on scholarships and financial aid to pursue their studies. All the departments adopt well-structured plans to complete the syllabus on time so that these students do not have to join any coaching classes. The curriculum is implemented through institutional visits, project work, comprehensive Continuous Internal Assessment (CIA), and syllabus revision. A large library with a spacious reading room allows the students ample scope to fulfil their academic requirements between class hours and beyond. The Internal Quality Assurance Cell (IQAC) ensures that all the processes necessary for the smooth and proper functioning of the college are followed. Faculty members regularly update their subject knowledge by attending seminars and Faculty Development Programmes (FDP). They use ICT tools to make the teaching-learning process more effective. The college collects feedback from students, teachers, alums, parents, and non-teaching staff for evaluation and suggestions. The college focuses on the overall development of each student and maintains a balance between curricular, co-curricular, and extracurricular activities. The college observes various days like tree plantation day, Yoga Day, etc., under the supervision of its NSS unit and organises cultural programmes on different occasions from time to time.

The college follows a specific timetable and academic calendar approved at the beginning of the session. Each department divides the syllabus among the teachers in the department. Once the teaching plan is prepared, the implementation part begins. Internal college-level examinations are held based on the completed syllabus. The college follows a semesterized Choice-based Credit System (CBCS), and the university examination is held twice a year. Teachers aim to complete the syllabus within sixteen weeks and revise it in four weeks. Besides regular classes, the college runs tutorial classes to cater to the special needs of the students who face difficulties in understanding certain subject-oriented issues. Moreover, teachers take special care to clear the doubts of the students immediately after the class or in their off period on that day. Other than taking classes, the teachers also function as mentors to the group of students assigned to them and help them cope with several academic issues. They also counsel the students to brave any adversities creating hindrances in pursuing their career dreams. The mentor teacher also takes tutorial classes and suggests reference books and textbooks. Assignments and surprise tests are conducted regularly to assess students' understanding of the subject matter. Assignments are given to test whether the students have gone through the textbooks, and surprise tests are taken to judge the students' comprehension level of the subject matter. These tests help the students prepare well for university examinations. The college takes special care to encourage the students to excel in sports and other physical activities. There is a well-equipped multi-gym with all the modern facilities, and the students participate in university sports and inter-college championships and bring the college several accolades from time to time.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 0

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values,

Environment and Sustainability in transacting the Curriculum

Response:

The College is affiliated with Vidyasagar University and follows the syllabus and curriculum laid down by it. We aim to implement and internalise Gender, Environment and Sustainability, Human Values, and Professional Ethics through our undergraduate curriculum. Our curriculum is enriched at different levels:

1. Through proper courses offered by various departments

2. Through foundation courses by the College in general

3. Through seminars

Our curriculum is designed to ensure the development of professional and general competencies that include social and ethical values, human values, and environmental sensitivity.

Gender Issues:

Gender is a crucial aspect that our college integrates into various departments through core and elective courses. These courses help develop a positive attitude towards gender issues among the students and provide opportunities to experience and comprehend the concepts and theories involved in the social construction of gender. We also emphasise approaches to deal with gender and gender-related issues through field and community activities in the physical education course. Boys and girls participate in our diverse cultural programs, annual sports, and leisure time sports to develop cooperation, empathy, and gender sensitization. The courses are further enriched through seminars and competitions for the students. International Women's Day is celebrated with enthusiasm to makeeach student proud and happy of being a woman.

Human Values:

Our college propagates human values through foundational, interdisciplinary, and elective courses. The courses aim to foster honesty, integrity, transparency, accountability, confidentiality, objectivity, respect, obedience to the law, and tolerance of each other. The Department of Education, Sanskrit, Bengali, History, Geography, and English incorporate human values in their courses. We also try to foster professional and social ethics through our courses by providing opportunities for assignment writing, research-related writing, field surveys, fieldwork, and other activities from various departments such as English, Education, and Geography.

Environmental ethics:

As per the University curricula, the College offers courses on Environmental Studies. The college conducts regular awareness programmes toward environmental conservation.The course propagates and fosters a clean and green environment for sustainability and includes practical activities and assignments to enrich the learning experience. Several disciplines taught in our college like Geography, Nutrition, Micro-Biology etc. imply great value on the need for environmental sustainability and ensure the same through varied courses and activities. We encourage our students in activities like preparing medicinal garden, celbration of World Environment Day, Tree Plantation Day and maintenance of the college

grounds to develop a positive attitude towards the environment. The College conducts green audits regularly and undertake project works in Environmental studies on various environmental parameters, mostly related to college campus. These activities help our students to increase awareness related to environmental issues.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 89.87

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 479

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: D. Feedback collected

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 70.37

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2023-24	2022-23	2021-22	2020-21	2019-20
260	263	240	200	196

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2023-24	2022-23	2021-22	2020-21	2019-20
433	335	345	267	267

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 54.1

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2023-24	2022-23	2021-22	2020-21	2019-20
115	89	74	76	68

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
206	157	165	126	126

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 23.17

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

These methods aim to engage the students in active and collaborative learning and to develop their skills and knowledge in various domains.

Study tour/field visits: The Department of Geography conducts field trips in West Bengal, allowing students to apply theoretical knowledge to real-world situations and observe geographical features and phenomena.

Research projects: The Department of Education encourages undergraduate students to undertake projects as instructed in syllabus term papers, enabling them to explore their interests, conduct independent research, and communicate their findings.

Medicinal plant garden: Sushrut Udyaan college houses a medicinal plant garden, maintained by NSS and Students of Physical Education, providing students with a living laboratory to learn about plant medicinal properties.

Skill development: As the college is settled in the rural area, students take up various jobs along alongside their studies with their Studies to support their families as well as showing their skills, when they come in handy.

Participative Learning: Participative learning is a pedagogical method that encourages students to actively construct knowledge and skills through various forms of engagement and collaboration.

Cultural Competition: Cultural competitions foster Participative learning, allowing students to express talents, appreciate diversity, and enhance confidence, self-esteem, and interpersonal skills through activities like recitation, song, debate, and essay writing.

Extension / Outreach Activity: The College's NSS units promote community service and social work, fostering empathy, compassion, and civic engagement through extension and outreach activities, exposing students to real-life problems.

Participation in Sports: Students engage in college sports, inter-college sports events, and football tournaments, fostering physical and mental health, teamwork, leadership, and sportsmanship, while also socializing and networking.

Seminars, Webinars, Quizzes: Students participate in department-organized seminars, webinars, and tests, as well as Google Meet-facilitated online classes, encouraging interaction and collaboration among students.

ICT has significantly impacted education in the 21st century, enhancing teaching and learning through access to information, communication, collaboration, and creativity. Teachers use audio-visual aids, projectors, Google Meet, and various devices for online classes, meetings, presentations, and educational apps.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 37.38

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2023-24	2022-23	2021-22	2020-21	2019-20
61	61	61	61	61

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 100

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2023-24	2022-23	2021-22	2020-21	2019-20
23	23	23	22	23

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awareded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document	

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

- Government General Degree College, Narayangarh has a powerful mechanism to ensure that the process of Comprehensive and Continuous Assessment is transparent, efficient, and in the best interest of students.
- The college has an Examination Sub-Committee, which undertakes necessary measures to ensure objectivity and transparency in the process. Examination notifications are made public on the college website and in student Whatsapp groups across all departments to promptly inform students about internal assessment.
- Students can freely communicate with their **specific mentors** to try to find a satisfactory solution to any problem in the comfortable and supportive learning atmosphere that the college offers. Monthly attendance is calculated by the departments and intimated to the students.
- Marks in each paper are awarded through Internal Assessment and the rest are awarded by the university. The performance of the students in Internal Assessments is discussed with the students and suggestions are also shared with them. In some subjects, marks are awarded based on assignments, presentations, and projects.
- The University followed the annual system till the academic session **2017-18** for B.A./B.Sc. The college arranged for Mid-term tests and class tests. Answer scripts were shown to students. Parent-teacher meetings were arranged to apprise them of their wards' performance.
- The internal assessment system is recommended by both the University and UGC (CBCS). A student needs to attend at least 75% of attendance to appear at the end-semester examination.10 marks are allotted for the Internal Assessment of core courses and 5 marks for skill enhancement courses. 5 marks are awarded based on class attendance conducted by the concerned teachers.
- After evaluation of answer scripts of internal class tests, assignments, and project reports are discussed with students and their parents in departmental parent-teacher meetings.
- There is a Grievance Redressal Cell in the College, to look into students' grievances, if reported.

So far, there has not been any case of grievance related to internal examinations, reported by any student.

- The tests conducted by the departments (other than Internal Assessment) are not counted in the final report card and students are assured that these tests are for their benefit only.
- In the recent times of the COVID pandemic situation, the Internal Examinations have been conducted online for each Semester and the Examination Sub-Committee functioned efficiently in this regard so that students could appear for the exams with utmost ease.
- During this same period, the University also permitted all connected colleges to administer their students' end-of-semester exams online. Taking the online test from home, the pupils showed up. Due to sluggish internet connectivity, some students in rural locations had trouble publishing their answer scripts. To address this kind of scenario, the College's Examination Sub-Committee has taken action. To accommodate students who could not come to the college in person to turn in their response scripts, the departments and the appropriate Sub-Committee set up alternate methods (called the Blended Mode Examination).

In the case of university-level end-semester examinations, any grievances of students are directed and communicated by the college to the university administration. If a student is unhappy with their grades, they can request an answer script review whenever the university requests it, provided they pay the appropriate price. Following students' right to information, the university gives them photocopies of their answer sheets and takes appropriate action to address any concerns.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

- The learning outcomes - **Programme Outcome (PO)** and **Course Outcome (CO)** of the courses offered are highlighted at the outset of the **College Website and Prospectus** to make all the stakeholders, especially the students, aware of the objectives of the different courses offered and specific learning outcomes that are expected from each course when they become graduates.

- The Admission Committee with its online services helps the students to understand the programme and course outcomes so that the decision-making process of the students while choosing their courses becomes streamlined.

- The institution has framed programme outcomes for Humanities as well as Science subjects. The

Departmental Teachers along with the members of the IQAC formulate the learning outcomes keeping in mind the UGC guidelines and the directives of the National Education Policy.

- The programme outcomes and course outcomes are displayed on the college website. Hard copies and soft copies of the syllabus and learning outcomes are available in each department. The hard copy of the learning outcome is displayed prominently in the department.

- During faculty meetings in the department and after the completion of each paper/unit, the outcomes are reviewed.
- Teachers spell out the learning outcomes of the course at the beginning of each semester. Thus, students are made aware of the expectations of the course at the very outset.

- The teachers try to inculcate in students a quest for knowledge and adaptability to the developments in the surroundings as well as their subject matter.

- Students are encouraged to ask questions and are imbibed in critical thinking to enable them to understand and analyse contemporary societal, environmental and cultural problems.

- Efforts are taken to enhance their communication skills as well as life skills. Students develop leadership qualities and learn to embrace plurality, respect others' views, and mediate disagreements while maintaining professional and life ethics.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

<div align="center">Direct ways to evaluate course outcomes:</div>

1. In adherence to the stipulations of the Vidyasagar University, apart from the end-semester examinations, Government General Degree College, Narayangarh conducts an internal examination consisting of 5 marks for class attendance, 10 marks for Internal Assessment of core courses and 5 marks for skill enhancement courses.
2. Furthermore, Government General Degree College, Narayangarh carries out ongoing internal assessments using conversations, in-class quizzes, and project-based projects to assist in

determining course objectives and provide students room to grow.
3. Departmental meetings are held once the academically weak pupils are identified to decide on the best course of action, such as setting up remedial sessions for them.
4. The students who score the highest on the university exam are given prizes to inspire others to work hard and lift their spirits.

<div align="center">

Indirect ways to evaluate course outcomes:

</div>

1. After the course is over, students provide feedback reports, which are used to determine the indirect method score.
2. Feedback forms, each with a 20-mark limit, are distributed to the pupils. Based on the students' responses, the average score is determined.
3. For every course, the achievement level score is determined by adding the direct method score (20%) and the indirect method score (80%).

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 98.84

2.6.3.1 **Number of final year students who passed the university examination year wise during the last five years**

2023-24	2022-23	2021-22	2020-21	2019-20
00	90	128	87	36

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2023-24	2022-23	2021-22	2020-21	2019-20
00	93	129	87	36

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.53

File Description	Document
Upload database of all students on roll as per data template	[View Document](#)

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0

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

2023-24	2022-23	2021-22	2020-21	2019-20
0	0	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Our society evolved a culture which respects diversity. This is the land of knowledge because we consider nothing other than knowledge to be the purest (? ?? ??????? ????? ????????? ????????). In this context, this institution assigns singular emphasis on empowerment of teachers and students, both, in the field of knowledge (?? ??????? ?? ?? ???????? ?? ?????? ???????? ????????????????? ?? ????????????) This Mantra clearly states that, 'May God protect us both— disciple and teacher— together. Let us both enjoy the fruits of learning together. Let us together get the power to acquire education. May the quest for knowledge of both of us be brilliant. Let us not envy each other. The mind of the person enriched & animated by this kind of a feeling remains pure. From a pure mind, ensues a pure future.

The institution has a Research Sub-Committee under the Teachers' Council which is entrusted with the duty of organizing seminars. It also encourages teachers to undertake research projects and conduct sustained research work. Each year the College and its Academic Departments organize seminars and

extended lectures in order to improve the quality of research.

During the phase of the pandemic in 2020-21 academic session, the College and the departments had organized several webinars on virtual platforms, and each one of these had been greatly successful. These webinars witnessed enthusiastic participation of both teachers and students in large numbers.

Through publication of Wall Magazines, several departments like English, Bengali, Sanskrit, have encouraged their students to showcase their ability of creative thinking and writing. In this College, there is one College Magazine – 'Varnaparichaya'"?????????"; multiple Departmental Wall Magazines – 'Banglar Mukh' (Bengali); 'Rashtranoitik' (English); and 'Samvarttika' (Sanskrit). All these are actually vibrant incubation centers of learning.

Round the year, students and teachers try to keep up with evolving intellectual demands of the time that are needed to be met in order to ensure seamless betterment of the Institution.

The College had started publishing its own Journal, titled, "Varnaparichaya" (?????????). Very soon, application for acquiring International Standard Serial Number (ISSN) will be placed before the appropriate authority. Moreover, efforts are being made to initiate E-Magazine programme in the upcoming days.

The institution has always tried to provide an ambience for the transfer of knowledge. Several initiatives, like arrangement of mock-teaching in order to ensure better comprehension of a topic, have proved to be extremely beneficial to students. Through these, students have been able to communicate & interact with their fellow-students well, and these methods have proved effective for transfer of knowledge in more ways than one.

The college is going to introduce Students' and Teachers' Exchange Programmes with other Institutions which— it is positively hoped— will contribute towards sustaining a vibrant intellectual ecosystem, involving appreciation of plurality & transfer of knowledge.

The institution fulfils the paramount condition for creating an atmosphere for innovation by offering full freedom to teachers in the area of transference of knowledge. They are given full freedom inside as well as beyond the classrooms.

The College has a central Library in order to cater to the needs of the teachers and the students alike. There are various types of books and journals. The College has subscribed to e-Shodhsindhu through Nlist. This facility gives unfettered access to more than six lakh books and forty thousand journals.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 22

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2023-24	2022-23	2021-22	2020-21	2019-20
02	01	10	8	1

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.2

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2023-24	2022-23	2021-22	2020-21	2019-20
1	0	2	1	1

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	[View Document](#)
Link to re-directing to journal source-cite website in case of digital journals	[View Document](#)
Links to the papers published in journals listed in UGC CARE list or	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.72

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2023-24	2022-23	2021-22	2020-21	2019-20
4	2	2	8	2

File Description	Document
List of chapter/book along with the links redirecting to the source website	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

The college carries out several extension activities and community services in the neighborhood community in terms of sensitizing students to social issues and holistic development. These are considered to be extremely important in overall development of students. Students are motivated to extend their help towards improving the condition of the neighborhood community. The students of different departments are actively involved in these extension activities.They are realizing the value of cooperation, togetherness, responsibility and helpfulness. These activities build and develop leadership, benevolence and communicative competency in the learners.

Several extension activities undertaken and carried out by the college so far are as follows:

?Students of the College carry out these Extension activities through National Service Scheme (NSS). Besides these, the College also carries out Extension activities, organized by the college authority and sometimes, by individual departments.

?As the college is situated amidst the rural backdrop and the laity belonging mostly to the farming and laboring, the students of the college organize many programmes like increase community motivation in education, necessity of cleanliness, necessity of tree plantation in abundance etc.

?The college organizes several programmes to aware the neighborhood about the necessity of child education thereby mitigating the rate of child labour and drop out.

?Presently there is two Units of NSS in our college.

?On-campus activities of NSS include:

1. Awareness-generation programmes

2. Campus-cleaning activities

3. Health check-up and Blood donation camp for students

?Off-campus activities of NSS include:

1. Various programmes in adopted village

2. Pond cleaning and restoration

3. Awareness-generation programmes

?Besides the activities carried out by the NSS, the institution took an active part in arranging extension / outreach programmes through virtual mode and sometimes by strictly maintaining COVID-19 protocol, during the pandemic situation in the 2020-21 academic session. Webinars were conducted to increase awareness among the students regarding the COVID-19 pandemic, its causes, effects and

protective/safety measures.

?The institution also celebrated various day i, e International Yoga Day, NSS Day, Independence Day. Our college was organized poster competition on water conservation and Inter School Yoga Competition. This competition was open to all and saw active participation of several schools from neighborhood community.

?The Geography Department along with the course of Environmental Studies are engaged in spreading the value of preserving and maintaining the environment related issues for our smooth life.

?Extension activities conducted by the college attained great success during the 2020-21 academic session, as these involved sincere and enthusiastic participation of the students, both online and offline. The offline activities were restricted in number and were carried out with strict adherence to the COVID-19 protocol.

Students, who join the NSS, are devoted to the cause of serving the community. All the students of the college are extremely sensitive to social issues and enthusiastically participate in extension activities. This goes a long way in creating social awareness among students, thereby ensuring their holistic development.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Government General Dergee College,Narayangarh feels proude to announce that its students, although located in a relatively backward region and coming from very humble background, has achieved many successes in terms of winning recognitions and awards from different prestigious government institutions and departments. Students, from the very inception of this college showed immense interest and enthusiasm in NSS activities and some of them marvelled in their performance so that they were selected for the Republic Day Parade as a member of the National NSS contingent. Students participated in many camps and events organized by Ministry of Youth Affairs, Government of India and exelled, thus got recognized by the concerned Government authorities.

Beside NSS, our Women's Football team has proved their excellence by winning the University level champions trophy in 2022. Two of the student members from that winning team eventually selected in the East zone women's football team in the National level zone based football tournament in 2022.

Infine it may be said that the students of Government General Degree College, Narayangarh upheld the name of their institution through their performance and thus receiving recognitions from various government or government recognized bodies in last few years.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 44

3.4.3.1 **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2023-24	2022-23	2021-22	2020-21	2019-20
14	17	04	02	07

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship,

on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 22

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	[View Document](#)
List of year wise activities and exchange should be provided	[View Document](#)
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

- The lush green campus spans 10.27 acres, has a total built-up area of 1483 sq.m, and accommodates necessary facilities for an effective curricular, co-curricular and extra-curricular development.
- High-quality infrastructure provides direct positive impacts including higher efficiency, increased safety, and decreased environmental impact. The institution continuously strengthens its infrastructural facilities according to the functional and growing needs to provide an advantageous environment.
- The College has a band of young Professors with robust experience and energy that have created a congenial learning atmosphere.
- The College has 19 classrooms with full ventilation, adequate furniture, and other facilities to ensure the comfort of the students and faculty members.
- A hall with audio-visual facilities has been established for conferences, seminars, and other works.
- The department of Geography, Botany, Physiology, Nutrition, and Microbiology have their laboratories containing all the necessary equipment to provide an effective teaching-learning environment.
- The department of Computer Science has its computer lab. Departments have submitted their individual requirement for computers and equipment before the Higher Education Department, Govt. of West Bengal, by the College authority.
- The college library has approx. 4700+ books for the holistic development of the students and faculty members. Since we are living in a digital era the institution focuses on digital library upgradation. There are also modern facilities including reading desks and chairs.

b. The college has two portable projectors, twenty six desktops and five laptops. Installation of two Smart Class Rooms are on process. The staff members can avail the computer laboratory for academic purpose. Currently All the classrooms have the facilities to install ICT tools in future. College campus now have full **Wi-Fi** coverage.

The College has a large **playground.** Annual Sports is organized by the college every year. Annual sports is a two days event with 100 mt. run, High jump, Long jump, discus throw, shot put throw followed with event for teachers. First day students play quarter final followed by semi-finals, finals & prize distribution ceremony on the second day. This college host two NSS units those operate Multiple

NSS activities (zonal, district & state level) throughout the year. College organizes Women's Football tournament, University Football & Cricket Tournaments. In addition to this, our students of Physical Education Department practice on this ground.

The College has three indoor game facilities - Carrom, Ludo and Chess. One Carrom is kept with the Teachers' Staff Room. Students uses boy's & girl's common rooms to play the indoor games like chess, carom board, and ludo.

Football, Cricket are the Outdoor Games played in the College Playgrounds. Apart from this, students also practice for Annual Sports Day.

There is two Gymnasiums separate for Boys & Girls. In addition to this, Multigym 5 Stack, Push-Up, Cycling Machine, Dumbbell, Treadmill, and weight-lifting machines are available.

The institution provides all the necessary sports and games equipment and also periodically checks on it to motivate the students' involvement in sports.

The College celebrates birthdays of Great Personalities etc. by organizing Cultural Programmes. The college has a stage in the seminar hall for performing cultural programmes. Further, pandels and stages are constructed by decorators for big programmes like Annual Cultural Programme every year.

Sl. No.	Particulars	Quantity
1.	Administrative building	1
2.	Total Number of Classrooms	19
3.	Science laboratory	6
4.	Department	09
5.	Central Library	1
6.	Canteen	1
7.	Common Room	2
8.	Seminar Hall	1
9.	Meeting Hall	1
10.	Ramp	2
11.	Garden	2
12.	Parking Zone	3
13.	Desktop Computer	26
14.	Laptop	5
15.	Projector	2

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during

the last five years

Response: 73.03

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2023-24	2022-23	2021-22	2020-21	2019-20
58.90405	24.03517	6.01668	157.85198	64.4157548

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

A library is the powerhouse of any institution which has several sources through which knowledge flourishes and expands. It is also the heart of the institution, which equalizes the development of the institution. The library of the college has been in effect since the establishment of the college. More than 5000+ books permit the college to access the college library. The college accommodates the Reading Room facility. Till now we have been trying to implement the Library Automation Software (LMS), but due to a lack of infrastructure, we have not been able to do it. The LMS will be implemented by 2024. The library also gives access to a few magazines that are career-oriented for students to develop themselves in their journey of academic pursuit.

The college is facing a challenge in accessing quality e-resources for its students and faculty. The reason is that the college has not achieved the 12B status of the UGC affiliation, which makes it eligible for receiving central assistance and grants from the UGC. The college also has only a temporary 2F affiliation with UGC, which means that it is not recognized as competent to provide higher education by

the UGC. Due to these limitations, the college could not afford to join the N-LIST programme. The library of the college could not subscribe to the e-resources provided by the INFLIBNET Centre as well, because they are available only to the colleges that are registered under the N-LIST programme. Therefore, the college is deprived of the benefits of the e-resources that are essential for enhancing the quality of education and research.

The college, located in the remote rural areas of West Bengal, faced challenges due to a lack of infrastructural development and operated without a dedicated library staff until 2022. Despite relying heavily on printed books, the government-supported institution made efforts to offer free access to available resources, aligning with the principles of the National Mission on Education through Information and Communication Technology (NMEICT), Ministry of Education, Government of India.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

In modern times an educational institution cannot be imagined without having any effective IT facilities. Government General Degree College, Narayangarh is duly equipped with IT facilities. There are 26 Desktops and 5 Laptops. The college has one well-decorated computer laboratory with different software which is updated regularly. These computers are used by both students and teachers for purely academic purposes. The whole college campus is covered with Wi-Fi. All the students and teachers of the college can get easy access to the internet through Wi-Fi.

The internet connection of the college is provided by BSNL Network. The college has multiple internet connections with 500Mbps and 300Mbps speeds. The Internet can be easily accessed from different departments, office room, classrooms and the college library. In addition to this, matters related to the salary of teaching faculties and non-teaching staff of the college are managed through the Human Resource Management System (HRMS) portal. It is to be noted with special concern that to keep a watch on the college premises the entire college has been covered under CCTV surveillance cameras. These cameras are always monitoring the college from different locations.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 33.31

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 16

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 25.29

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2023-24	2022-23	2021-22	2020-21	2019-20
28.39355	24.10240	21.76990	19.24538	14.23828

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 48.85

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2023-24	2022-23	2021-22	2020-21	2019-20
252	413	297	101	81

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Response: B. 3 of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 26.69

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2023-24	2022-23	2021-22	2020-21	2019-20
30	295	200	100	00

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	[View Document](#)
Proof related to Mechanisms for submission of online/offline students' grievances	[View Document](#)
Proof for Implementation of guidelines of statutory/regulatory bodies	[View Document](#)
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 20.55

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2023-24	2022-23	2021-22	2020-21	2019-20
00	22	25	17	11

5.2.1.2 **Number of outgoing students year wise during the last five years**

2023-24	2022-23	2021-22	2020-21	2019-20
00	93	136	100	36

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	**[View Document](#)**
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	**[View Document](#)**
Institutional data in the prescribed format	**[View Document](#)**
Provide Links for any other relevant document to support the claim (if any)	**[View Document](#)**

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0

5.2.2.1 **Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2023-24	2022-23	2021-22	2020-21	2019-20
0	0	0	0	0

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	**[View Document](#)**
Institutional data in the prescribed format	**[View Document](#)**

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 last five years

Response: 7

5.3.1.1 *Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years*

2023-24	2022-23	2021-22	2020-21	2019-20
4	2	0	1	0

File Description	Document
Upload supporting document	[View Document](#)
list and links to e-copies of award letters and certificates	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 8

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2023-24	2022-23	2021-22	2020-21	2019-20
14	16	06	02	02

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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

Response:

Alumni Associatio of Government General Degree College, Narayangarh is yet to form. Initiative has been taken to registere the College Alumni Association with the competent authority. It may be stated that being a new set up college, Narayangarh has a considerably small number of alumnus but they keep close relatio with their Alma mater.

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

The College mostly caters to students primarily from economically disadvantaged backgrounds. These students often bear the responsibility of supporting their families, which unfortunately leads to a gradual erosion of their aspirations for higher education.The college actively encourages students to take advantage of various scholarship programs that offer essential financial support.The college offers comprehensive guidance and training to students through personality development programs, soft-skill workshops, career counselling sessions, and tutorial classes.The College is also committed to gender equality and ensures women have equal access to all opportunities and resources.

Vision: The vision of the Institution is to provide holistic education to students, equipping them with both knowledge and practical skillsto empower them to meet the challenges on their career path and in life.The Institution fosters values such as integrity, inclusivity, dedication, freedom, justice, love, and confidence, aiming to shape enlightened, empathetic, and socially responsible citizens for the future.

Mission:

- Empowering youth from underprivileged backgrounds by offering high-quality, accessible higher education.
- Make students confident and self-sufficient and prepare them to increase their value in the employment market.
- Nurturing individuals by providing a platform for holistic development and unlocking their unique talents.
- Creating awareness about social responsibilities and duties as citizens and making them flexible to global changes.

Government General Degree College, Narayangarhfalls works in tandem with the Department of Higher Education, Government of West Bengal. While the Department of Higher Education oversees matters related to appointments, promotions, transfers, and other non-academic aspects,however, academic affairsfollow a collaborative approach.The college adheres to the guidelines set by the Department of Higher Education, follows the regulations established by its affiliating university, the Vidyasagar University, and abides by the broader educational frameworks set by the University Grants Commission (UGC).The college aligns its vision and mission with the National Education Policy (NEP) goals, by effectively implementing the four-year undergraduate program, emphasizing skill development, multidisciplinary education, and the introduction of Value-Added Courses. This approach aligns with the Curriculum and Credit Framework for Undergraduate Programmes (CCFUP) and includes other necessary steps to fulfil NEP requirements.

As the College's administrative head, the Principal/Officer-In-Charge leads the implementation of government policies on academics and also looks after the financial matters of the College,who plays a pivotal role in steering the institution towards achieving its vision and mission.The college has embraced a decentralized approach to institutional governance. The IQAC Coordinator provides essential support to the Principal/Officer-In-Charge. The IQAC (Internal Quality Assurance Cell) convenes meetings and offers recommendations for academic development and related initiatives. Additionally, department head maintain close communication with the Principal/Officer-In-Charge to enhance academic standards. The college's decision-making bodies include various subcommittees under the Teachers' Council, all aligned with the college's Vision and Mission. These committees play a crucial role in overseeing academic and administrative functions.Some notable names of committees are:

- Internal quality assurance cell (IQAC)
- Grievance redressal cell
- Internal Complaints Committee (ICC)
- Purchase sub-committee
- Admission sub-committee
- Anti-ragging sub-committee
- Women's cell and equal opportunity cell
- Research sub-committee
- Student election sub-committee
- Routine sub-committee
- Cultural sub-committee
- Sports sub-committee
- Canteen sub-committee
- Service book, pension and arrear sub-committee
- Library sub-committee

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

Government General Degree College, Narayangarh is affiliated to Vidyasagar University, Midnapore, Paschim Medinipur. The institution is a government organization under the aegis of the Government of West Bengal. It is under the direct control of the Department of Higher Education, Government of West

Bengal. The head of the institution is the Principal/Officer-In-Charge. He is aided by the IQAC, Academic Committee, Purchase Committee, and various subcommittees of the Teachers' Council.

The institutional organogram depicts democratic, decentralizes and participatory governance in accordance with the vision and mission of the college. The internal administration of the college is headed by the Officer-In-Charge. He is in overall charge of academic, financial, and administrative matters and internal quality as well as the issues relating to students, teaching staff and nonteaching staff via various committees. IQAC Coordinator is in charge of quality initiatives in academic as well as administrative fields. The Teachers' Council of the College also plays an important role in matters related to academics. The Teachers' Council creates different sub-committees to smoothly conduct all affairs related to academics. The Principal/Officer-In-Charge, with the help of the Teachers' Council Secretary, forms some administrative committees.

The IQAC is formed as per NAAC guidelines and it looks after all the matters of college for improvement and assurance of Quality education. The Teachers' Council of the college submits suggestions and recommendations to the Officer-In-Charge on academic affairs and to that effect often forms some cells/sub-committees.

Appointments and Service Rules are as per the Government norms. The Public Service Commission, West Bengal, arranges interviews and prepares merit list and the Higher Education Department, Govt. of West Bengal gives the appointment to those selected, in concurrence with the Governor. The West Bengal Education Service job is transferable in nature and teachers are transferred to other Government colleges within the state from time to time. Service Rules include rules for the State Government employees and rules for teachers issued by the UGC. Promotions of teaching staff are as per UGC norms ratified by the Govt. of West Bengal. Appointments and promotions of non-teaching staff are also as per West Bengal Service Rules.

Strategic planning is an organization's process of defining its strategy, or direction and making decisions on allocating its resources to pursue this strategy. It may also extend to control mechanisms for guiding the implementation of the strategy. There are several strategic plans adopted for the development of the college. Perspective and strategic plans are laid out at the beginning of the year. To accomplish the strategic and perspective plan Principal/Officer-In-Charge of the college together with the Coordinator, IQAC, Teachers' Council secretary and the Departmental Heads conducts meetings and the perspective plan is put on the floor for open discussion. After the discussion and feedback from various stakeholders, the perspective plan is approved by the College. And also draws a future plan of action at the end of the academic year. The plan serves as the roadmap for students' achievement and the college's development.

File Description	Document
Upload Additional information	[View Document](#)
Institutional perspective Plan and deployment documents on the website	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2

Institution implements e-governance in its operations

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	[View Document](#)
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	[View Document](#)
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The institution has effective welfare measures for teaching and non-teaching staff and avenues for career development.

The welfare measures for the teaching and non-teaching staff members are decided by the Government of West Bengal, and implemented through its regulations and policies. These are modified from time to time according to recommendations of the Pay Commission. A few welfare measures are listed below:

Pay Revision: Pay is revised from time to time as per the recommendations of UGC, Pay Commission / Pay Review Committee.

Annual Increment: All staff members of the college are entitled to 3% annual increment in their salary.

Promotion: Promotion/Career Advancement Scheme gets implemented for all staff members as per

guidelines of UGC/Government of West Bengal.

Faculty Development Programme: Faculty members are encouraged to participate in Orientation Programmes, Refresher Courses, Short Term Courses, Workshops, Seminars and Conferences for upgradation of their academic knowledge.

General Provident Fund (GPF): All staff members get the benefit of the GPF/Employees Provident Fund scheme.

Group Insurance: The Group Insurance scheme is available for all teaching staff members.

Medical Allowance: All teaching staff members of the college are entitled to medical allowance. There is also the provision of the West Bengal Health Scheme. However, a staff member registered under the West Bengal Health Scheme has to relinquish his/her claim of the Medical Allowance.

Puja Bonus: Non-teaching staff members, particularly of the Group-D category are entitled to a bonus at the time of the Durga Puja.

Leave facilities: All employees are entitled to Casual Leave, on duty Leave, Medical Leave and Earned Leave.

Maternity Leave and Child Adoption Leave: Women employees can avail of Maternity Leave for six months and child adoption leave for 135 days.

Child Care Leave (CCL): Women employees can avail of CCL for two years (maximum) and male employees can avail CCL for one month.

Special Leave: There is a provision of special leave for research at doctoral level.

Leave Travel Concession (LTC): There is a provision of LTC for all staff members as per the rules provided by the government of West Bengal.

Teachers' Council: Teachers' Council looks after the welfare of the faculty members.

Infrastructural facility: All teachers are registered on College Library to access books, magazines and journals etc. Photocopying and printing facilities are provided to staff members.

Gymnasium facility: Modern gymnasium facilities are available for all the students and all the staff members.

Pure Drinking water facility: Hygienic drinking water facilitiesare available to all employees and the College has its water purification system with RO.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2023-24	2022-23	2021-22	2020-21	2019-20
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 24.48

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2023-24	2022-23	2021-22	2020-21	2019-20
11	10	04	08	02

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2023-24	2022-23	2021-22	2020-21	2019-20
7	7	5	5	5

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)
Annual reports highlighting the programmes undertaken by the teachers	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

6.4.1 Response:

As a state-funded entity, the college receives full financial support from the Government of West Bengal and adheres to the state's financial regulations. The college develops its financial strategies with input from the Purchase Subcommittee. This committee considers recommendations from the IQAC (Internal Quality Assurance Cell) and all departments. Financial strategies are formulated in consultationwith the Purchase Sub-committee which takes recommendations from IQAC and all departments. The annual state funding falls into two categories: Non-Plan and Plan expenditures.

The **non-planned** expenditures for the institution cover the college's essential running costs, including Salaries, Wages for non-teaching personnel, contributions to the West Bengal Health Scheme (WBHS), Medical allowances for those not covered by WBHS, Bonuses, utility bills such as Electricity and Telephone, general Office Expenses, Infrastructure Maintenance fees, and Security guard expenses.

Planned expenditures focus on strategic development and improvements for the college. These funds come in three main forms:

1. Development Grants: These grants support acquiring essential resources like books, equipment, glassware, furniture, and computer peripherals to enhance learning and research capabilities.

2. Project-Specific Grants: These targeted grants fund specific initiatives that benefit the college, such as automating the library or setting up a local area network (LAN).
3. Infrastructure Augmentation Grants: These grants are allocated for infrastructure improvements, including civil works overseen by the Public Works Department (PWD). This ensures the college's buildings and facilities remain up-to-date and functional.

The Purchase Sub-committee is crucial in efficiently overseeing the college's financial planning and expenditures. At the beginning of each financial year, the head of the Purchase Sub-Committee gathers requests from all departments and arranges a meeting with the college OIC. During this meeting, they prepare a feasible requirement list for the year, factoring in recommendations from the IQAC. These requirements are then presented to the Higher Education Department of the West Bengal Government by the OIC. When the college receives budgetapproval from the government for buying books, lab supplies, and equipment, etc the OIC holds a meeting with the Purchase Sub-committee and the Teachers' Council Secretary.This collaborative effort ensures a fair and justified allocation of resources. This process is followed by the path of inviting tender quotations, placing work orders and finally supply of materials by the vendors for the effective and efficient use of the financial resources. The Government of West Bengal grants annual allotments for all non-plan requirements in due time.

The college's financial procedures are regularly reviewed for adherence to standard practices, with recommendations for improvement provided when variances are identified. The institution prioritizes financial integrity, ensuring all received funds are audited. The internal audit is conducted by a certified chartered accountant firm. External audits are scheduled every five years by the government. Nonetheless, the college is diligent in filing income tax and GST returns on time and in providing the utilization certificates to its funding bodies.

File Description	Document
Upload Additional information	[View Document](#)

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The Internal Quality Assurance Cell (IQAC) has played a pivotal role in establishing and implementing strategies to embed quality assurance mechanisms and initiatives within the college. It has been a key factor in upholding and advancing the standard of the educational experience and the overall academic environment. To achieve these objectives, the IQAC has implemented the following critical measures:

- The IQAC vigilantly oversees and consistently evaluates the teaching-learning dynamics, infrastructure provisions, and student outcomes. They achieve this through regular evaluations and discussions with department heads, fostering a collaborative environment to address disruptions and continuously improve teaching and learning.
- The IQAC played a key role in recommending the introduction of Nutrition and Microbiology as an honours course. As a result of these efforts, these subjects were successfully incorporated into the curriculum for the academic year 2023-24.
- Motivates departments to assess students' achievements regarding Course Outcomes (CO) and Programme Outcomes (PO). It also requests reports on these evaluations to recommend future strategies and improvements.
- Encourages departments to host student seminars. As a result of these efforts, many departments have embraced student seminars as a regular activity.
- Encouragesthe idea of audio-visual teaching methods. Consequently, educators have integrated PowerPoint presentations via laptops and projectors into their teaching process.
- Continuously gathers feedback from students, employers, alumni, and faculty to identify and address any concerns by working with relevant authorities.
- Initiatives have been made to establish Student Profile Creation. This gives the college administration insights into the students' socioeconomic origins, allowing them to personalise assistance more effectively.
- TheIQAC has recommended the implementation of library automation solutions. Following this endorsement, the library has initiated the automation process, which is aimed at modernizing and streamlining library operations.
- Made every effort to sign MoUs with various academic institutions to expand its academic network, enhancing educational opportunities, and fostering a culture of collaborative learning.
- Motivates faculty members to be involved in active research work. Non-doctoral teachers are encouraged to pursuetheir doctoral work.
- Keeps faculty members updated with the most recent listings of journals included in Scopus/Web of Science and the UGC Care list and encourages them to publish in those quality journals.
- The IQAC strongly encourages faculty engagement in a wide range of developmental programmes, including refresher courses, faculty induction programmes, workshops, seminars, and conferences. These programmes are focused on teaching and research and are intended to refresh the faculty's skill set, thus boosting the overall quality of education provided.
- Organizes National level Webinars on multidisciplinary themes in collaboration with Seminar sub-committees.
- Encourages a range of quality assurance audits including Green Audit, Academic Audit, Energy Audit, Environmental Audit, and Gender Audit.
- The IQAC played a pivotal role in our institution's successful adoption of the Choice Based Credit System (CBCS) during the 2017-2018 academic session under Vidyasagar University. Building on this foundation, the IQAC is again leading the charge in implementing the Curriculum & Credit Framework for Undergraduate Programmes (CCFUP) aligned with the National Education Policy 2020 for the upcoming 2023-2024 academic year.
- Oversees the Career Advancement Scheme (CAS) for all teaching and non-teaching staff, ensuring professional growth opportunities and systematic career progression.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)	

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	[View Document](#)
NIRF report, AAA report and details on follow up actions	[View Document](#)
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)	
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)	

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

From the earliest days of its establishment, Government General Degree College, Narayangarh, believed in gender equity and fostering a work ethics that promote gender-neutrality. Several measures have been taken in this regard.

- **Women's Cell:** Women's Cell was founded in 2017 to prevent gender atrocity and women empowerment. Women's Cell is instrumental for safe-guarding and promoting the wellbeing of women employees and female students of the college.

- **Activities Conducted by the Cell:**

1. Arrange Seminars and Talks for gender sensitization.
2. Poster competition with a theme of Gender role, Violence against woman and Child labour has been conducted in 06.03.2022 where 21 students of the college took part.
3. Celebration of International Women Day.

- **Internal Complaint Cell:** In pursuance of UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Education Institutions) Regulations, 2015 read with Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, the Internal Complaints Committee (ICC) of the College is constituted in 2023 to deal with complaints relating to Sexual harassment at the work place.

- **Activities Conducted by the Cell**

1. Creating a gender-neutral environment at the work place.
2. Gender sensitization through webinar, seminar, lecture and workshop.
3. Commemoration of internationally celebrated days.
4. Redressal of grievances related to sexual harassment at workplace, if any.

- **Specific facilities provided for Women:**

1. **Safety and Security:** College has security personnel posted in strategic location to maintain vigilance. Entry and exit gate remains guarded all the time and one have to register their name and purpose of visit before entering the campus. The corridors, class rooms, laboratories, library, gymnasium and canteen are under cctv surveillance 24 ×7.

2. **Counselling:** Although the college do not manage to employ a lady counsellor for its students, the faculty members regularly counsel them, especially the Girl students, whenever they feel demotivated, demoralised, ousted, discriminated or abused. There is a mentor-mentee framework in the college where each faculty members take care of 30 students on an average.

3. **Common rooms:** There is a girl's common room in college with ample space, chair, table and all require infrastructure to facilitate their needs.

4. **Day care centre for young children:** The College does not have this facility right now but will consider building one if needed in future.

5. **Any other relevant information:** The College provides special care about all round development of its girl students. Beside curricular courses, they are encouraged to take part in different extra-curricular/ co-curricular activities in order to bring-up leadership quality. The college provides a fully equipped gymnasium for girls and arranged for residential football coaching camp if and when needed.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2

The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: B. 3 of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Circulars and report of activities for the implementation of the initiatives document	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	[View Document](#)
Policy document on environment and energy usage Certificate from the auditing agency	[View Document](#)
Green audit/environmental audit report from recognized bodies	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Situated deep within impoverished countryside in West Bengal, Government General Degree College, Narayangarh caters communities belonging to diverse cultural, religious ethnic and social backgrounds. The College values inclusionary practices at multiple levels, including its admission policy, by the means of which students of different religious backgrounds and cultures are admitted to the college. There are special quotas for SC, ST, OBC-A, OBC-B, PH and EWS students at the time of admission. Financial support from the Government of West Bengal is available for eligible students of different categories. The different Government scholarships that students of this College may avail, encourage inclusion and accommodation of diversity. The College offers language courses of diverse types: Bengali, English and Sanskrit. Several commemorative days like Swami Vivekananda's birthday, Netaji's birthday, Republic day, Rabindra Jayanti, Independence day etc. are celebrated with equal enthusiasm by students, teachers and non-teaching staff of the College. This act of wholehearted participation generates the feeling of oneness and social harmony.

Students, teachers and staff jointly celebrate several cultural and religious festivals like the Saraswati Puja, Yoga Day, Teachers' Day, Fresher's Welcome, annual Cultural Meet, Annual Sports Day etc. The

College was established in 2017 and since then, it has sustained a rich culture of tolerance and harmony. The Women's Cell of the College engages with sexual diversities through gender sensitization and awareness programmes. During the COVID-19 pandemic situation in the academic session 2020-21 and 2021 – 22, some of the abovementioned programmes were celebrated online and the rest were celebrated with restricted number of participants in the college premises, as per the Guidelines issued by the State Government related to the pandemic situation.

Government General Degree College, Narayangarh has organised many activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties and responsibilities of the citizens. Every year, on Republic day and Independence Day, Officer-in-Charge Sir appeals to all to remember the sacrifice made by our people during the freedom struggle. Teachers inculcate respect to the National Flag and National Anthem within the pupil. Our constitution provides for human dignity, equality, social justice, human rights and freedom, rule of law, equity and respect and superiority of constitution in the national life. The whole country is governed on the basis of the rights and duties preserved in the Constitution of India. Every year Republic day is celebrated on 26th Jan by organizing activities highlighting the importance of Indian Constitution. The annual cultural fest also promotes awareness towards rights and duties of citizens where Dances, Poetry, singing etc. are performed by the students based on such themes. A compulsory paper on Indian Constitution is taught to the B.A (Hons) students in History. Every student seeking graduation in History has to pass this course. The objective of this course is to spread awareness and imbibe the constitutional values in the conduct of students. Apart from History, there are many other disciplines that follow the curricula prescribed by the affiliating University that include courses like Professional ethics and Human Values, Constitution of India, Essence of Indian Traditional Knowledge and a wide range of literary texts. These courses are focussed on social, environmental and gender-related issues, and teaching these courses may be considered a means to inculcate constitutional obligations among the students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.2 Best Practices

7.2.1

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

Response:

- **Ensuing gender inclusivity in higher education through sports.**

Objectives:

1. To includemore and more girls passing the school level into the higher education system.

2. To minimise dropout and early marriage.

Context: The aim was to break the social barrier that provokes gender discrimination and to boost the gender empowerment in the arena of higher education. The institution has found the enthusiasm in sports as a game-changer.

The Practice: There are fully equipped gyms for girls and boys. Sauna bath, Jacuzzi, Massage chair etc. available for girls and boys have ensured equal opportunity to the top quality environment for physical skill development. This provided positive impetus to maintain regularity in college attendance and taking part in various institutional activities.

Evidences of success:

1. The college became champion in the university level Inter-college Women's Football Tournament' in 2023.
2. Two girl students were awarded 'Best NSS volunteer award' by the Honourable President of Indiain past five years.
3. Drop-out rate of girl students have lowered significantly.

Problems encountered and resources required: Financial crunch is the single most important problem that should be taken care of. The institution needs an indoor badminton/ volleyball court, an equipped swimming pool and a gallery for the football ground to provide its pupils a more complete set of opportunities through sports.

- **Optimum utilization of Library resources.**

Objectives:

1. To instil a habit of self-study within the pupils.
2. To encourage students to grow a habit of reading.

Context: Being located in a remote and socio-economically backward region, the student-base that feeds the college, lack in access to educational resources. The college used its library as a means of change.

The Practice: The Collegeprovided its students with a fully functional library with ample number of books, magazines and periodicals from almost all domains of knowledge. Furthermore, a reading room with comfortable seating arrangement, adequate lighting facility, air-conditioning systems and access to computer and internet services have been provided to the students.

Evidences of success:

1. The footfall record shows the evidence of gaining enthusiasm among the students with the passage of time.
2. Average result of the students in university examinations has been largely improved.

Problems encountered and resources required: To cater the needs of the students judiciously increase

in support staff is much needed. Frequent power cut is a problem and to maintain uninterrupted power supply the college needs a generator back-up.

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

For all the developments in the fields of science, technology, and education that have touched and rejuvenated modern life, it is hardly deniable—and regrettably so—that the predominant deep structure that moulds and gives shape to our lived experience is still based largely on deeply embedded patriarchal values. These, being framed and legitimised by powerful males in society over hundreds of years, are intrinsically blind to the legitimate claims of overall growth and full efflorescence of women's energy and capacity in every field of life.

It is therefore incumbent upon us, as embodiments and disseminators of higher education, to be alive to the demands of justice and the all-round development of womenfolk of this country.

GGDC, Narayangarh, prefers to see itself as proud and responsible inheritors of the ideals and visions of great social reformers, thinkers, and luminaries of the Bengal Renaissance like Ishwarchandra Vidyasagar, Raja Rammohan Roy and Rabindranath Tagore who, by dint of their sustained effort and struggle against apparently insurmountable social opposition to change under the vehement thrall of oppressive brahminical tyranny, finally managed to persuade the world about the importance of protecting women's rights in establishing the foundations of a just society.

Being located in a remote village, GGDC, Narayangarh, receives students mostly from financially impoverished backgrounds with very little access to modern amenities and the privileges of life. Therefore, the role of the college vis-à-vis the uplift of women can (and should) be rightly understood only with a full view of this backdrop in mind.

Most of the students here are first-generation learners who are in the process of discovering the gifts of education for the first time as they tread on this path of self-discovery and steady fulfilment of their inner promises and potential.

Years of social conditioning and a lack of familiarity with modern breakthroughs with regard to gender

justice, sensitization, and equality often provoke guardians of female students to seek illusory certitudes and non-existent comfort by marrying off their daughters at a very young age, even before they are safely trained in the necessary life skills to negotiate the evolving challenges of conjugal life in a deeply complex world.

In such a circumstance, their ability to prevail over the obvious complications that are usually ushered in upon their transitioning to married life remains necessarily stunted at such a young age. It is here that our institution steps in to make a tangible and transformative impact on their lives.

Instead of resorting to quick fixes, GGDC, Narayangarh, embraces a long-term view of women's development by implementing small but effective moves with far-reaching implications. The College is indeed proud to harbour a lively body of students, the majority of whom are girls.

Besides offering education to all the students, GGDC, Narayangarh, assigns special importance to its solemn resolve to extend quality education to its female students, who, owing to age-old social pressures and prejudices, are often deprived of a level-playing field to be able to unleash their full potential and leave a mark on their community. To advance the said cause, the College puts a special emphasis on ensuring seamless higher education for the female students of this place.

The College, as a capable and responsible arm of the Government of West Bengal, goes out of its way to not only implement government schemes like "Kanyashree"—especially designed to bring a world of positive change within the reach of female students of the state—but also disseminate its powerful, transformative implications in society.

The College, and especially the active NSS Unit of the institution, incorporates within its regular activities the message of proper gender sensitization and the importance of education for all, especially the female students of the college. The students and their guardians, at every available forum, are informed about the great harm and long-term damage that are generally caused by early marriage, particularly when the girls are not adequately equipped to become financially independent. They are given real-life examples of female achievers of outstanding merit and enviable stature who have done the country enormously proud.

The Grievance Redress Cell, founded in 2017, takes the initiatives necessary to ruthlessly stamp out all possibilities of sexual harassment and ensure real, all-round empowerment of women. For this, the Cell has been adequately authorised to take cognizance, suo moto or otherwise, of cases relating to sexual harassment in the workplace. The activities of the Cell include (but are not limited to) handling grievances of female students and staff if reported, arranging seminars and talks for gender sensitization, organising poster competitions touching upon themes of violence against women, the scourge of child labour etc., and celebrating internationally recognised days of special significance like International Women's Day.

The safety and security of female stakeholders are further ensured by the 24x7 guarding and close monitoring of the entry-and-exit gate of the College. Moreover, strategically key points within the college premises—like the corridors, class rooms, staircases, laboratories, library and reading room, gymnasiums, and canteen areas—are all covered by CCTV surveillance.

The faculty members have taken it upon themselves to counsel the students through an interactive mentor-mentee system. Under this system, each teacher is in charge of the overall wellbeing of around 30

students. This small setup helps the girl students, in particular, to overcome the culturally imposed hesitancy and misgivings and express themselves freely.

The girls' common room has been judiciously constructed: the room is spacious and is generously furnished with all the necessary equipment needed to make the college experience as safe and salubrious as possible for our female students.

The female students of the Institution are encouraged to break all socially-imposed glass ceilings: the girls of this college are motivated to participate in co-curricular activities and cultivate within themselves leadership skills and skills of community development.

There is a gymnasium, especially reserved for the use of our female students, where they can freely address their concerns about physical fitness within the dignified privacy of a female-only setup.

Residential football coaching camps for girls have also been organised by the College.

File Description	Document
Appropriate web in the Institutional website	View Document
Any other relevant information	View Document

5. CONCLUSION

Additional Information :

Government General Degree college, Narayangarh is a relatively new college, only started its academic journey in 2017 - 18 session. The college has been transferred to its present campus only in the begining of 2020 but onslaught of Covid-19 pandemic hindered the entire endevour. only after the end of pandemic in 2022 the college got back its normal pace. since then the college has tried its best to play a pivotal role in regional academics. Two new academic departments and three courses have been introduced since new normal.

Concluding Remarks :

GGDC, Narayangarh, in spite of various circumstantial constraints, is committed to providing the best possible education to its students. However, the college is not satisfied with assuring excellence merely in academic pursuits of students alone but is determined to ensure the total efflorescence of their complete potential. Our college realises that education cannot succeed unless it is organically bound to the social-cultural and financial conditions of the place in which it is sought to be imparted. Keeping in view the financial distress that many of the students, here, grapple with, GGDC, Narayangarh, takes special care so that the students are exposed to the latest information pertaining to job openings and other means that are designed to make them financially self-sufficient in their lives ahead.

 The students here are encouraged to see themselves as part of a collective rather than being disparate and disoriented lonely islands. The spirit of cooperation is fostered by involving them in NSS activities, team sports, and other functions that require them to operate as a closely knit groups.

At Government General Degree College, Narayangarh, we see students as irrepressible agents of social change. After being impregnated with values of liberal education and vibrant scientific temperament, the students act as responsible ambassadors of this institution as they carry the message from the limited realm of the college to the boundless and limitless world.

The "mentor-mentee system" remains ever active and always awake to the specific but evolving needs of individual students. This system transcends the superstructure of conventional classroom-based education to aim at the pupils' holistic development. Besides taking proper care of the students' physical health (ensured mostly by the active usage of the two gymnasiums), their mental health is given due importance too: the mentors, by cultivating an interactive and safe environment of warmth and bonhomie, encourage students to talk their hearts out. This successfully ensures that no unaddressed issue, personal or otherwise, is allowed to fester in their minds, thereby adversely affecting their long-term development and wellbeing.

We, at GGDC, Narayangarh, eagerly welcome the NAAC peer team to assess our sincere efforts and offer its most valuable suggestions so that our ceaseless endeavour gets a new boost and the college can break new and hitherto unexplored grounds being, hereafter, equipped with the guidance of our esteemed assessors.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification

1.4.1	*Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website*
	
	    Answer before DVV Verification : A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website
	    Answer After DVV Verification: D. Feedback collected
	    Remark : DVV has considered the supporting document and made changes accordingly.

2.1.1	**Enrolment percentage**
	
	    2.1.1.1. **Number of seats filled year wise during last five years (Only first year admissions to be considered)**
	Answer before DVV Verification:
	
	        See table below.
	
	    Answer After DVV Verification :
	
	        See table below.
	
	    2.1.1.2. **Number of sanctioned seats year wise during last five years**
	Answer before DVV Verification:
	
	        See table below.
	
	    Answer After DVV Verification :
	
	        See table below.
	
	    Remark : DVV has considered the supporting document and made changes accordingly

3.3.1	**Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**
	
	    3.3.1.1. **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**
	Answer before DVV Verification:
	
	        See table below.

2.1.1.1. Number of seats filled year wise during last five years (Only first year admissions to be considered)

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
260	263	240	200	196

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
260	263	240	200	196

2.1.1.2. Number of sanctioned seats year wise during last five years

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
433	335	345	267	276

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
433	335	345	267	267

3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20

05	05	10	08	12

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
1	0	2	1	1

Remark : DVV has considered the supporting document and made changes accordingly.

3.3.2	**Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**

3.3.2.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
0	8	4	7	2

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
4	2	2	8	2

Remark : DVV has considered the supporting document and made changes accordingly

3.4.3	*Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.*

3.4.3.1. Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
20	21	04	04	10

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
14	17	04	02	07

Remark : DVV has considered the supporting document and made changes accordingly and excluded celebration days as these days celebration does not relates to the beneficial of community

2.Extended Profile Deviations

Extended Profile Deviations
No Deviations