



# **YEARLY STATUS REPORT - 2022-2023**

## **Part A**

### **Data of the Institution**

#### **1.Name of the Institution**

**GOVERNMENT GENERAL DEGREE COLLEGE  
SINGUR**

- Name of the Head of the institution **Santanu Chakrabarti**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**

• Phone no./Alternate phone no. **03326300126**

• Mobile No: **9433171054**

• Registered e-mail **oicsingur@gmail.com**

• Alternate e-mail **scwbses@gmail.com**

• Address **GOVERNMENT GENERAL DEGREE COLLEGE  
SINGUR, JALAGHATA, SINGUR,  
HOOGHLY**

• City/Town **SINGUR**

• State/UT **West Bengal**

• Pin Code **712409**

#### **2.Institutional status**

• Affiliated / Constitution Colleges **Affiliated**

• Type of Institution **Co-education**

• Location **Rural**

- Financial Status UGC 2f and 12(B)
- Name of the Affiliating University University of Burdwan
- Name of the IQAC Coordinator Chaitali Chaudhuri
- Phone No. 03325582113
- Alternate phone No. 03325582113
- Mobile 9874235615
- IQAC e-mail address iqac.ggdc@gmail.com
- Alternate e-mail address aqar23.ggdcsingur@gmail.com

**3. Website address (Web link of the AQAR (Previous Academic Year))** <http://singurgovtcollege.org/>

**4. Whether Academic Calendar prepared during the year?** Yes

- if yes, whether it is uploaded in the Institutional website Web link: [http://singurgovtcollege.org/user\\_files/file/ACADEMIC\\_CALENDAR.pdf](http://singurgovtcollege.org/user_files/file/ACADEMIC_CALENDAR.pdf)

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.53	2023	19/05/2023	18/05/2028

**6. Date of Establishment of IQAC** 11/04/2017

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
DST, GOVT OF WEST BENGAL	Extramural Research Fund	WBDST	Nil	870000
Higher Education Department, GOVT OF WEST BENGAL	Plan and non-plan	HED, GOVT OF WEST BENGAL	2022-23	95933381

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

- Upload latest notification of formation of IQAC [View File](#)

**9. No. of IQAC meetings held during the year** **6**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

**10. Whether IQAC received funding from any of the funding agency to support its activities during the year?** **No**

- If yes, mention the amount

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

1. COMPLETION OF FIRST CYCLE OF NAAC 2. NO CAS DUE AMONG FACULTY MEMBERS 3. AZADI KI AMRIT MAHOTSAV WAS CELEBRATED WITH CULTURAL PROGRAMS AND EXHIBITIONS 4. IQAC ORGANIZED MULTIPLE SEMINARS ON IPR, NEP, etc. 5. STUDENTS' WEEK, INCLUDING A SESSION OF PSYCHOLOGICAL COUNSELLING, WAS ORGANIZED AND CELEBRATED DURING THE FIRST WEEK OF JANUARY

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

Plan of Action	Achievements/Outcomes
1. THE FIRST CYCLE OF NAAC WAS CONCEIVED AND PREPARATIONS WERE MADE ACCORDINGLY.	1. THE INSTITUTION HAS BEEN ACCREDITED BY NAAC WITH THE CGPA OF 2.53 ON A 7 POINT SCALE AT B+ GRADE VALID FOR A PERIOD OF 5 YEARS
2. THE COLLEGE WAS COMMITTED TO THE PROMOTION OF RESPECTIVE TEACHING FACULTIES THROUGH CAREER ADVANCEMENT SCHEME WITHIN THE PRESCRIBED TIMELINE	2. AS OF JULY 2023, NO PROMOTIONS OF FACULTY MEMBERS ARE PENDING.
3. THE IMOPORTANCE OF PARTICIPATING IN ONLINE COURSES OFFERED ON SWAYAM, NPTEL etc. WAS REALIZED AND PROMOTED.	3. A NUMBER OF FACULTY MEMBERS HAVE PARTICIPATED IN AND CONDUCTED COURSES ON SWAYAM
4. THE IMMINENCE OF NEP AND ITS IMPLICATIONS WERE ANTICIPATED	4. A COMMITTEE ON NEP WAS CONSTITUTED AND A SEMINAR WAS ORGANIZED TO APPRISE STUDENTS AND FACULTY MEMBERS OF ITS IMPLICATIONS

**13. Whether the AQAR was placed before statutory body?**

Yes

- Name of the statutory body

Name	Date of meeting(s)
IQAC	23/12/2023

**14. Whether institutional data submitted to AISHE**

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	GOVERNMENT GENERAL DEGREE COLLEGE SINGUR
• Name of the Head of the institution	Santanu Chakrabarti
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03326300126
• Mobile No:	9433171054
• Registered e-mail	oicsingur@gmail.com
• Alternate e-mail	scwbses@gmail.com
• Address	GOVERNMENT GENERAL DEGREE COLLEGE SINGUR, JALAGHATA, SINGUR, HOOGHLY
• City/Town	SINGUR
• State/UT	West Bengal
• Pin Code	712409
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	University of Burdwan

• Name of the IQAC Coordinator	Chaitali Chaudhuri				
• Phone No.	03325582113				
• Alternate phone No.	03325582113				
• Mobile	9874235615				
• IQAC e-mail address	iqac.ggdcs@gmail.com				
• Alternate e-mail address	aqar23.ggdcsingur@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://singurgovtcollege.org/">http://singurgovtcollege.org/</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://singurgovtcollege.org/userfiles/file/ACADEMIC_CALENDAR.pdf">http://singurgovtcollege.org/userfiles/file/ACADEMIC_CALENDAR.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.53	2023	19/05/2023	18/05/2028
<b>6.Date of Establishment of IQAC</b>			11/04/2017		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
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<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		



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<b>13. Whether the AQAR was placed before statutory body?</b>	Yes
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
IQAC	23/12/2023
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2022	23/12/2022
<b>15. Multidisciplinary / interdisciplinary</b>	
<p>The College already maintains a multidisciplinary approach in its curriculum. The College has 17 Departments. The 'National Education Policy 2020' provides a comprehensive framework for primary education, higher education and vocational training in both rural and urban India. According to the principle of</p>	

'Equitable and Inclusive Education', no child should be denied access to a high-quality education because of their socio-cultural background. The initiative aims to fundamentally revamp India's educational system by 2030. In order to accomplish all of the crucial targets and goals of the 2030 Agenda for Sustainable Development, such a challenging aim will demand that the entire educational system be redesigned to support and nurture learning.

(a) Government General Degree College, Singur uses a teaching strategy that acknowledges, pinpoints, and cultivates each student's individual potential through sensitization of teachers and parents to support each student's holistic development in both academic and extracurricular contexts. (b) Departments of our college have made 'Elective Papers' available to students of all disciplines. Interdisciplinary subjects were encouraged for students to choose because it will help the students acquire knowledge across the course. Courses in multidisciplinary and interdisciplinary fields have been added as electives to academic programmes. Every programme is created to give students as much freedom as possible when selecting electives from other departments. (c) The college provides a number of adaptable and cutting-edge curricula in the fields of value-based education, environmental education, and community engagement and service through NSS. Throughout their undergraduate studies, students are always encouraged to make use of a flexible multidisciplinary curriculum, such as computer training, yoga training, and first aid training. Individual departments, the IQAC cell, the student activities cell, and so on hold a number of seminars and webinars on a wide range of fields. (d) In order to promote multidisciplinary/interdisciplinary education, faculties across the departments delivered popular lectures. (e) The college has a dedicated NSS team with whom students collaborate on outreach and community service projects for the elderly and orphans, as well as environmental awareness campaigns. (f) Academic and career counselling from experts was available to all pupils. Counsellors were always vigilant in ensuring the pupils' physical, psychological, and emotional well-being. It might be claimed that the College is actively working to put the NEP's recommendations into practice.

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

As instructed by the university, the profile of each individual student has been successfully registered on the ABC portal. The Government of West Bengal has formed a committee of distinguished academic personalities to oversee the implementation of NEP and registration of students in

the 'Academic Bank of Credit' portal. According to the recommendations of this committee, the affiliating university has shared detailed instructions and guidelines on the implications of ABC which was duly imparted to all students of the College through offline and online workshops. Moreover, any instruction from the University on the matter is duly and promptly shared with the students for the purpose of which a nodal officer has also been appointed from among the teaching faculty members.

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

The new education policy 2020 is in the offing in our State. The affiliated university has tailored its curriculum in light of the growing need for skilled workers in both the public and commercial sectors. There are many courses featured in the curriculum that are skill-oriented. The current imperative is to generate a young generation with degrees in their chosen fields and extra training programs that will enable them to launch their own entrepreneurship after graduating from college. Other effective methods used by the institution for skill development include scientific workshops, sports competitions, etc. The syllabus of each subject is structured in such a way that students are required to complete application-oriented compulsory modules ('Skill Enhancement Courses' in Semesters 3 and 4), which relate to skill development, problem-solving, and analytical thinking, all of which are essential to STEM. NEP 2020 aims to holistically educate students by providing them with vital 21st-century skills, reducing curriculum content to stimulate critical thinking and significant learning, and emphasizing experiential learning. Students should also have more topic options and flexibility, allowing them to tailor their education to their interests and talents. The college fully supports these principles and provides a variety of options for picking the 'Generic Electives,' 'Discipline Specific Electives', and 'Skill Enhancement Courses', obviously within the purview and jurisdiction of the affiliated University. Additionally, the college has set up a number of 'Add-on Courses' that might provide students with an edge in the fiercely competitive job market by giving them access to knowledge and abilities that they would not otherwise be able to acquire through the regular curriculum.

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

The NEP 2020 places a strong emphasis on encouraging multilingualism and the power of language so that students are

aware of the diverse and rich variety of languages in their nation. The college attempts to elevate these disciplines by offering four languages in its undergraduate programs: English, Bengali, Sanskrit, and Santali. Political science, History and Sociology are also offered as major courses in order to instill a sense of national integration, passion for art and culture, respect for women's community, and civic consciousness among the student body. Two languages, Sanskrit and Santali, are taught to ensure proper integration of Indian traditional knowledge.

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

The college strives to motivate students to pursue success in all spheres of life. 'Outcome-Based Education' (OBE), which is used in all areas of education in India, is a focus of NEP 2020. The initiative to change the curriculum toward OBE began with the implementation of the CBCS system. In our plan of action and in providing 'Generic Electives', 'Skill Enhanced Courses' and 'Discipline Specific Electives' we have taken great effort to give courses to students with the specific purpose of growing skills or gaining knowledge. By the end of the course, students should have completed the aim. All courses are taught with the cognitive capacities of remembering, understanding, applying, analyzing, evaluating and creating as their primary learning objectives. In addition to domain-specific knowledge, learning outcomes at all levels guarantee social responsibility, morality and entrepreneurial abilities so that students actively contribute to the country's economic, environmental, and social well-being. The PO-PSO philosophy is also in line with the course objectives (COs). (a) Students are expected to have logical thought processes in a range of social, historical, scientific, economic, ideological and philosophical traditions after finishing their selected programme. (b) The programmes also enable graduates to compete in numerous competitive examinations or pursue the higher education of their choice. (c) All the ignited minds are able to consider and take action on a variety of issues affecting human life in an effort to improve this world. (d) Students are urged to have a rational, scientific mindset and approach, especially those studying the sciences. (e) In science, accuracy, rigors, clarity of thought and language, a methodical approach, and the ability to make both qualitative and quantitative decisions are all desired traits. To implement the spirit of NEP, every course syllabus has been nurtured with care for macroeconomic and societal needs at large.

#### **20.Distance education/online education:**

The college has long thought that integrating ICT into education might open the door to a new paradigm and offer a better platform for educating today's youth. This entire digital education satisfies the core objectives of Digital India's programmes and has enormous potential to improve the country's educational system where the learning population finds it challenging to reach and access education due to a lack of resources and infrastructure. In order to drive this motion, the college established itself as a Local Chapter [Id: 3772] of SWAYAM-NPTEL in February 2020. This strategy was found to be particularly advantageous with the unexpected surge in the pandemic in order to assure preparation with alternate means of quality education whenever and wherever traditional and in-person modes of education were not viable. Subsequently, it was observed that one of the primary components of NEP 2020 has been 'Technology in Education' and 'Digital Education'. The students and teachers were encouraged to pursue such courses by the college authority and SPOC of this programme.

### Extended Profile

#### 1.Programme

1.1	17
Number of courses offered by the institution across all programs during the year	

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

#### 2.Student

2.1	910
Number of students during the year	

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

2.2	243
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>
2.3	283
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	70
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	102
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	39
Total number of Classrooms and Seminar halls	
4.2	32.57099
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	58
Total number of computers on campus for academic purposes	
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	

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

Being an affiliated college of the University of Burdwan, the institution does not overtly participate in the curriculum designing and framing. The institute rather follows the syllabi designed by the University and ensures the effective implementation of the curriculum.

The institute follows a Master Timetable as well as Departmental Timetables which are implemented by the Institutional Routine Sub-Committee. Syllabus distribution for each course is planned before the commencement of each semester. Number of classes and class durations are planned as per UGC stipulations.

Diverse modes of teaching are used, like, ICT-enabled lectures, seminars, and webinars, in addition to the traditional lecture method. To ensure a student-centric mode of learning, individual departments conduct extra classes for slow learners. Tutorial classes are also conducted, apart from the regular classes and records of all classes are maintained regularly in registers of attendance by all departments.

The institution is preparing for the implementation of the National Education Policy (NEP) in the upcoming academic year. All necessary initiatives are being taken to ensure the smooth implementation of the NEP policy in the institution.

The IQAC regularly invites feedback from students by conducting feedback surveys to understand the concerns of the students about the curriculum dissemination.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

The institution follows the Academic Calendar of the University of Burdwan for planning all academic activities and conducting academic evaluations. This helps the completion of the syllabus within the timeframe designated by the university. The institution

follows a continuous evaluation process in each academic year. Evaluation involves enforcing Internal Assessment and End Semester Examination as a process of the Choice Based Credit System (CBCS) which the institution adapted in 2017, according to the regulations of the University of Burdwan.

In internal assessment, the marks allotted for each paper is 15 (weightage 20%), of which 10 marks are assigned for evaluating the subject knowledge, while 5 marks are reserved for attendance. Internal Assessment Examination is planned and conducted centrally by the College Internal Assessment Sub-Committee, constituted under the Teachers' Council. The institute strictly follows the timeline set by the University for conducting the Internal Assessment in each semester. For End Semester Examinations, individual committees are constituted for conducting the examination as required. The CBCS Sub-committee oversees maintaining and uploading all digital records of evaluation for Honours/Core Courses and General/Generic Elective Courses. Additionally, all departments follow a continual evaluation process through assignments, class presentations, projects, and home assignments.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="http://singurgovtcollege.org/userfiles/file/ACADEMIC_CALENDAR.pdf">http://singurgovtcollege.org/userfiles/file/ACADEMIC_CALENDAR.pdf</a>

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

**B. Any 3 of the above**

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

## 1.2 - Academic Flexibility

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

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

17

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

NA

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

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

### 1.3 - Curriculum Enrichment

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

The institution takes multiple initiatives to incorporate crosscutting issues in the curriculum through mediating regular seminars and lectures for orienting and sensitizing students on issues like gender equality, human values, etc. Following the university syllabus, the institution integrates several crosscutting issues in the curriculum, such as:

Gender issues are discussed as part of the curriculum of programs in English, Sociology, Psychology, Philosophy, History, Political Science, and Anthropology. Students learn topics like female rights, eco-feminism, Psychology of gender, Gender and subjectivity, etc.

Issues related to Human Values are included in the course curriculum of programs like Philosophy, and Psychology. Relevant issues are included into topics like Values embedded in Indian Philosophy, Morality, Indian Psychology, etc.

Environment related issues are included in the curriculum as a compulsory paper on Environmental studies taught in the First Semester (AECC-1) of all programs. Moreover, programs offered in Zoology, Botany, and Chemistry, include several topics relevant to ecological issues. Students learn about Green Chemistry and Bio-diversity, which provides them with an in-depth knowledge of environment and sustainability.

Professional Ethics is specifically taught in the curriculum of Psychology programs. Students learn topics like Empathy,

Communication, Workplace ethics, etc. as part of their syllabus.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

8

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

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

443

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

#### 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni**

**B. Any 3 of the above**

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

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="http://singurgovtcollege.org/aqar.html">http://singurgovtcollege.org/aqar.html</a>

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

**514**

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

121

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

## 2.2 - Catering to Student Diversity

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

The institution assesses learning abilities of each student throughout the academic session in many ways. Whatsapp groups are well maintained between students and teachers. There is internal assessment in each semester centrally conducted by College Internal Assessment Sub-Committee. The performance of the students in these examinations is discussed in the classroom and students are made aware of the areas where they need improvement. Teachers do not overtly express the differences in the levels of learning ability of students in order to prevent the development of feelings of discrimination. Rather different types of students are given different types of suggestions to improve their performance depending on their abilities, strength or lack of it. Departmental teachers do it through personal contacts with concerned students, often outside classroom, since it requires more time and care beyond regular class-hours. Students who are advanced are encouraged to participate in various competitions. In addition to that, departments maintain a system of continuous evaluation throughout the year. Class tests and home assignments are also arranged for students by teachers, as and when felt needed. The system of departmental Parent-Teacher meetings also adds to the institution's plan for student support and progression.

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

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

Number of Students	Number of Teachers
910	70

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

### 2.3 - Teaching- Learning Process

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

The college employs a teaching methodology that emphasizes education delivery using a student-centric approach. Here, the teacher facilitates learning by ensuring the participation of students in class activities. College courses are presented in an organized manner, focusing on the course objectives, program-specific objectives, and program outcomes. Some of the methods used by the Departments to provide experiential and participatory learning include audio-visual methodology, Google Classroom, industrial visits, fieldwork, and projects. Teachers also encourage students to participate actively in academic portals such as SWAYAMNPTEL, INFLIBNET, e-PG Pathshala, etc., -- initiatives from the Ministry of Human Resource Development and Ministry of Education of India. It is important to note that this college has been registered as a SWAYAM NPTEL LOCAL CHAPTER (ID: 3772). Internal assessments are designed to promote independent work among students. In order to improve confidence and develop writing skills, students are required to submit written assignments. Activities that involve experiential learning may include but are not limited to, fieldwork, internships, stage performances, and academic research. Experiential learning programs are designed in such a way that they can encourage academic inquiry by fostering interdisciplinary learning, civic engagement, career development, cultural awareness, leadership, and other technical and intellectual abilities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://singurgovtcollege.org/aqar.html">http://singurgovtcollege.org/aqar.html</a>

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

Wi-Fi-enabled classrooms with LCD TVs, smart classrooms, and other ICT-enabled teaching tools improve the teaching-learning process of this college. The institution is equipped with everything needed to support the faculty and students. The college has a total of 8 LCD projectors; two ICT-enabled smart classrooms, and a Seminar Hall with an overhead projector. Although the college is yet to have a central computing facility, the Computer Science department has two computer laboratories presently equipped with 27 desktop computers, 12 LaserJet printers and a laptop. The Science departments of the colleges are equipped with computers along with printers. The college has a broadband internet connection of 300 MBPS. All the computer laboratories have internet facilities. Aside from this broadband connection, the college has another backup broadband connection with 200 MBPS. The augmentation of e-resources and ICT-enabled teaching methodology immensely helped the students during the pandemic and beyond it.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://singurgovtcollege.org/ict-facilities.html">http://singurgovtcollege.org/ict-facilities.html</a>

**2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )**

**2.3.3.1 - Number of mentors**

69

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

## 2.4 - Teacher Profile and Quality

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

70

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

### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

#### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

49

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

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

#### 2.4.3.1 - Total experience of full-time teachers

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

## 2.5 - Evaluation Process and Reforms

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

The objective of conducting an internal assessment is to prepare students for the upcoming semester examinations. It is mandatory for each student to appear for the internal assessments each semester. The schedule of these assessments is prepared by College Internal Assessment Sub- Committee under the Teachers' Council of the College. This committee makes necessary arrangements to conduct these examinations. The whole examination process is conducted centrally by the said committee so that the students can get familiar with the process of the end-semester examination beforehand. Students are informed about internal assessment at least 7 days before the commencement of the examination. Notices are displayed on the boards situated on each floor of the college building. During the examination, the students are instructed to appear in different rooms rather than their departmental classrooms. Keeping that in mind, the format of the question paper follows that of the University Examination. Presently, one assessment per course is mandatory but the departments maintain a system of continuous evaluation throughout the year. Class tests and home assignments are also arranged for students by teachers, as and when felt needed.

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

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

There is a multi-step process to deal with grievances related to internal examination arranged by the college. During internal

examination of each semester, College Internal Assessment Sub-Committee asks students to write about their experiences regarding the said examination. The Grievance Redressal Cell of the college goes through those written responses and finds out the grievances, if any. Some students have complained about the volume of the syllabus of the internal assessment. They want to appear in this examination with smaller syllabus. Students found it difficult to appear in examination for two separate papers on the same day. Some students want the examination to be held after a vacation as it would give them more time for preparation. The cell, in consultation with the chair, takes measures to address those problems.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://singurgovtcollege.org/examination-notice.html">http://singurgovtcollege.org/examination-notice.html</a>

## 2.6 - Student Performance and Learning Outcomes

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

Key concepts and major texts are covered in the Core Courses to provide a holistic view of the subject concerned. Students are encouraged to think independently and problematize the different interrelationships and interdependences of the subject for further analysis and clarification. As the course progresses, the curriculum aims to introduce classical and modern theories, contemporary trends, and their sustainability in the present world. They learn the norms and ethics of publication. The Skill Enhancement Elective Course (SEC) aids the students to appreciate the applicative aspects of the subject in a wider spectrum. Fulfilling programme requirements produces competent professionals of the future who can think and work independently, and also communicate easily in a team. Program outcomes emphasize not only the advancement of knowledge and understanding of the subject concerned but also the increase in critical thinking ability, development of practical skills and rational attitudes, enhancement of communicative and interactive skills, increase in awareness of environment-related issues, and upholding ethical values in students. The programs offered to act as effective starting points to initiate students into a broad range of career options, based not only on the knowledge they acquire over the

course of three years but also due to their orientation toward global issues in society and culture, whose critical changes in recent years are reflected in the shifting profile of the contemporary job market.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

In the Core Courses, students were equipped with exhaustive knowledge of their honours subjects. Key concepts and major texts were covered in the Core Courses to provide a holistic view of the subject concerned. In Science departments, the concluding Semesters provided the opportunity to relate the concepts of theories and research methodologies taught in earlier semesters based on the empirical data students collected through fieldwork and/or based on secondary sources through sustained practical classes. Students of humanities were retrained in the study of both literary and social skills and are urged to locate and understand the various points of intersection between literature, culture, society, and politics. The Skill Enhancement Elective Course (SEC) aided the students to appreciate the applicative aspects of the subject in a wider spectrum. Program outcomes emphasized not only the advancement of knowledge and understanding of the subject concerned but also the increase in critical thinking ability, development of practical skills and rational attitudes, enhancement of communicative and interactive skills, increase in awareness of environment-related issues, and upholding ethical values in students. The programs offered to act as effective starting points to initiate students into a broad range of career options.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://singurgovtcollege.org/departments.html">http://singurgovtcollege.org/departments.html</a>

<b>2.6.3 - Pass percentage of Students during the year</b>	
<b>2.6.3.1 - Total number of final year students who passed the university examination during the year</b>	
282	
File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	Nil
<b>2.7 - Student Satisfaction Survey</b>	
<b>2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)</b>	
<a href="http://singurgovtcollege.org/userfiles/file/SSS_AQAR_Final.pdf">http://singurgovtcollege.org/userfiles/file/SSS_AQAR_Final.pdf</a>	
<b>RESEARCH, INNOVATIONS AND EXTENSION</b>	
<b>3.1 - Resource Mobilization for Research</b>	
<b>3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)</b>	
<b>3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)</b>	
8.7	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>
<b>3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year</b>	

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

3

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://dstbt.bangla.gov.in/">https://dstbt.bangla.gov.in/</a>

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

9

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

### 3.2 - Research Publications and Awards

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

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

44

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

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

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

15

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

**3.3 - Extension Activities**

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

The importance of community services and extension activities helps in molding the mindset of the students towards giving back something to the community from where they belong. Unconditional service to the neighborhood communities helps in developing a positive attitude which in the long term is not only pivotal in developing skills that would help in mobilizing community participation. All the activities related to community service and development along with extension activities and yearly programs of the college are carried out by the National Service Scheme (NSS) Unit. NSS, it is structured and operates following the standardized National guidelines. However, the IQAC, ICC and other departments come forward in extending their collaborative hands as and when needed in carrying out these activities. Students across departments, enrolled as volunteers participate and carry out various off-campus and oncampus activities throughout the year under the guidance of the Programme Officer and members of the NSS . Various National and local level directives and programs are also carried out by the NSS Unit . Aim of NSS is to connect an individual student to the community as well as the surrounding environment so that it can play an instrumental role in generating their holistic development.

File Description	Documents
Paste link for additional information	<a href="http://singurgovtcollege.org/nss.html">http://singurgovtcollege.org/nss.html</a>
Upload any additional information	No File Uploaded

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

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

0

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

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

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

9

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

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

#### 3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/

**NCC/ Red Cross/ YRC etc., during the year**

650

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

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

3

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

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

4

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The College has 16 undergraduate Departments with extremely competent faculty members. Along with chalk-and-talk method, audio-visual aids goes hand-in-hand. The college has a total of 30 classrooms, 1 conference hall, 8 projectors, 2 smart classrooms, 50 computers with strong internet connectivity. The College has a Central Library with more than 6700books and N-list facility. Teachers help the students by providing books (specimen/own) with e-books. The college has eight science laboratories, three well equipped computer lab for math and computer science departments. The college provides two common rooms of which one is a separate common room for girls. For students' convenience, the college runs a canteen. The college has the facility of having Solar-power generation and rainwater harvesting. The campus is helpful for the differently-abled, as it contains handrails and a ramp at the main entrance. The college marks a space and a first-aid facility is available for medically sick persons. It has separate toilets for male and female students, faculties and differently-abled female students.

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

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

A big playground and a big students activity room in the college campus motivatethe students to be physically fit and makethem engaged in more sports-related activities. The faculty of the college encourage students to remain fit. A moderately designed Gym and Sports equipment are available in the students' activity room.The college encourages students to be better in their co-curricular activities along with their academic interests. With different cultural programs (Rabindra Jayanti Celebration, Freshers' welcome, Social, Saraswati Puja, Independence Day celebration to name a few) students get a better chance to flourish their skills, which would help in their overall

development .

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://singurgovtcollege.org/activities.html">http://singurgovtcollege.org/activities.html</a>

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

13

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

13

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

0.41993

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

The library of Govt. General Degree College of Singur has a collection of about 6700 books. The library has a wide spectrum of general and reference books to support the academic requirements of the students and faculty members. The books are categorised into the 16 subjects that are taught in the college and they are classified in accordance with Dewey Decimal Classification (DDC) 20th edition. The detailed records of books are maintained in the accession register. Additionally, the data is also available online as the library has been fully automated since December 2022 with an online integrated library management system (ILMS) . The users of the library can search the catalogue of books anywhere and anytime with the OPAC.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="https://library.singurgovtcollege.org/">https://library.singurgovtcollege.org/</a>

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

0.144

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

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

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

39

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

#### 4.3 - IT Infrastructure

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

There are total 54 desktops and 4 laptops. The Computer Science department has 3 computer laboratories with 23 desktop computers, 15 LaserJet printers and a laptop. The Mathematics and Physics department also has a computer laboratory with 4 and 3 desktops respectively along with printing facilities. Apart from that other departments have 6 desktops. Departments like Anthropology, Botany, Computer Science, History and Zoology has 1 portable LCD projector each for conducting ICT-enabled classes which are used by other departments when required. IQAC also has 2 desktops, 1 laptop and 1 LCD projector. There are 11 desktops for official purposes, 1 in library, 3 in faculty room, 1 in Principal's room and 6 in college office. There are 3 more laptops, 1 each for exam cell, Mathematics and Computer Science departments. In addition, 5 Desktop computers are received by lien from Rani Rashmoni Green University for the use of Computer Science department. There is a broadband connection of 300 MBPS available on all computers. There is another backup broadband connection of 200 MBPS. The college has a registered domain for its website which is regularly updated. Apart from this website, the college also has separate web portal for the student admission process.

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

#### 4.3.2 - Number of Computers

58

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

1.57889

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

Being a fully Govt controlled institution, we have to depend on Govt procedures such as PWD dependent maintenance of physical infrastructure. Other than this we have laboratory staff, library staff, computer lab, etc who maintain such infrastructure properly under the guidance of the departmental teachers. Stock books are maintained both in the Office and Departments properly. Students pay caution deposit for laboratories which are also deposited in Govt accounts. Furnitures are procured through WBSIDC. Sports equipments are purchased regularly from other funds are maintained in the students activity room, girls common room and in the teachers staff room. Higher Education Department sanctions contingent grants each year for routine activities and for procurement of equipments and books we have to send demands to the Govt and fund is usually allotted for the same.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://singurgovtcollege.org/facilities.html">http://singurgovtcollege.org/facilities.html</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

662

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

14

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

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

B. 3 of the above

File Description	Documents
Link to institutional website	<a href="http://singurgovtcollege.org/">http://singurgovtcollege.org/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

66

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

66

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

**5.2 - Student Progression**

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

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

2

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

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

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

85

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

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

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

7

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

**5.3 - Student Participation and Activities**

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

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

0

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

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

The institution continuously encourages students to engage in administrative, co-curricular, and extracurricular activities. Student representatives are included in IQAC committee and Governing Body of the institution. Students are also members of the Anti-Ragging Committee and Students' Grievance Redressal committee. Being a government institution, the college cannot have an official student council. However, students are included in the cultural committee and encouraged to participate in co-curricular and extra-curricular activities.

The institution has a Students' Common Room fitted with different recreational such as gym equipment, sports equipment, and musical instruments. The institution also has a seminar room with 100+ capacity and a stage which is accessible to students for all programs. Faculty members of the institution unceasingly interacts with students for engagements in different sports and cultural activities. The institution facilitates annual sports for the students every year with the help of a Sports' Committee. Students also participate in the University sports every year. The students organize an Annual Fest of the institution, "Udaan" where several competitions and cultural programs are organized. Students of the Computer Science and Social Science departments regularly participate in the Electoral Literacy club and Youth Parliament every year and get awards and appreciation for their participation.

File Description	Documents
Paste link for additional information	<a href="http://singurgovtcollege.org/anti-ragging-cell-statutory-cells-committees.html">http://singurgovtcollege.org/anti-ragging-cell-statutory-cells-committees.html</a> ; <a href="http://singurgovtcollege.org/igac.html">http://singurgovtcollege.org/igac.html</a>
Upload any additional information	No File Uploaded

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

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

5

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

### 5.4 - Alumni Engagement

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

The alumni association of the college, Government General Degree College, was formed through a resolution taken by the Teachers' Council in 2016 after the first batch passed out of the college. Its purpose was to assist the college administration in various events organized by the college as an important stakeholder in the process. However, being fresh pass-outs, many were involved in higher studies and pursuing various career options, which considerably limited their participation in college affairs despite the best of intentions.

A few Alumni of this college keep motivating new students during the Freshers' welcome and help in the maintenance of the College's

Experimental Garde. The Alumni Association is registered - number S0032738 of 2022-23, west Bengal society registration act XXVI of 1961.

The alumni, along with the IQAC of the college, thought it necessary to stand behind its members who were frontline workers during any emergency situation.

File Description	Documents
Paste link for additional information	<a href="http://singurgovtcollege.org/college-alumni.html">http://singurgovtcollege.org/college-alumni.html</a>
Upload any additional information	No File Uploaded

<b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b>	<b>E. &lt;1Lakhs</b>
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File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

**Vision:** To impart holistic education to students, provide them with ample learning experiences and opportunities, guide them towards the optimum use of their knowledge and skill, to empower them to become enlightened, empathetic and socially responsible citizens of the future by instilling in them values of integrity, inclusivity, dedication, freedom, justice, love and confidence, thereby shaping them to be brave and competent agents of positive social transformation.

**Mission:** To promote a multicultural, multilingual and secular co-educational learning environment that is inclusive, tolerant, and supportive of the pursuit of knowledge that goes well beyond the explicitly stated demands of the syllabus.

To provide education that is accessible to all and inexpensive in nature, thereby constructing a democratic space fostering academic excellence.

To guide students toward the successful completion of their degrees and channel them towards the pursuance of higher degrees in their selected or allied fields of study.

To train students for greater employability by imparting to them both the academic training and soft skills required to compete with confidence in the professional world.

To be sensitive towards the distinct learning requirements of both advanced and first-generation learners, providing them with all necessary support by devising innovative teaching and learning methods.

File Description	Documents
Paste link for additional information	<a href="http://singurgovtcollege.org/vision-mission-motto.html">http://singurgovtcollege.org/vision-mission-motto.html</a>
Upload any additional information	No File Uploaded

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

1.The administration of College, headed by Principal, is carried out inegalitarian and participatory way, wherein the HOIasks for advice and takes into cognizance the suggestions of stakeholders in academic and organizational matters of college.Principal helps inmanagement of the college by the Governing Body, Co-ordinatorIQAC, TC members and the non-teaching staff in every possible way.

2.To ensure that academic and support facilities are regularly maintained, number of committees have been instated under the TC, likeAdmission , UniversityExamination, Printing and Publication, Library, Purchase and Tender, Sports , Cultural , Anti-Ragging and Disciplinary, Seminar subcommittee etc. In academic session, these subcommittees helps insmooth functioning of the academic or administrative processes.

3.To provide for the development of the learners, the College offers career and psychological counseling.Actively running units like Internal Complaints ,Students' Scholarship subcommittee, Grievance Redressal, Equal Opportunity Cell protects student interests and promote their welfare.

4.The HOI urges teachers for MRPs, avail fellowships and travel grants. Many teachers have also successfully mentored doctoral candidates asresearch guides.

5.The College has rainwater harvesting unit and solar power panels. Continuous implementation of Green initiatives taken by the College to spread awareness about Conservation and Sustainable Development.

File Description	Documents
Paste link for additional information	<a href="http://singurgovtcollege.org/organogram.html">http://singurgovtcollege.org/organogram.html</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

We have several strategic plans of which if we have to select one we would stress upon arrangements of seminars for the students and faculies. Considering the forthcoming NEP 2020 curricullum we were more concerned in training young minds vis-a-vis our faculties the part and parcels of NEP. we have constituet NEP committee with senior teachers and organised seminars on the topic of NEP 2020, IPR, soft skills Internships, Value added Courses etc. A professor and Hon'ble Pro VC of BU described the topic very lucidly the key topics on NEP to our teachers on 10.8.2022 followed by discussion and Q &A session. The need of life skills was demonstrated to our students on the birthday of Swami Vivekananda on 11.01.2023. We also organized a seminar on 100th birth anniversary of Sir Hargovind khurana and two professors from Bose Institute Kolkata and CU described ghis contribution to the students. The psychology department in collaboration of IQAC conducted a programme on stress management. Overall with this co-curricular activites we could fulfil our commitment of strategic plans.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Our college runs in a democratic process where the Principal heads the office, disburse the salaries, conducts teachers promotion process with the help of IQAC., organises purchase of goods through the Central purchase committee of the TC., as a Centre-in-charge conducts examinations with the help of members of examination committee, conducts students admission process with the help of Admission committee etc. Under the regime of the Principal, the IQAC and Teachers academic council governs all the statutory cell, administrative committees. Regular interaction with the stakeholders, students, guardian, alumni, non teaching staff etc is done under the guidance of IQAC where both internal and external eminent persons remain as members. The college is completely run by the Higher Education Department, Government of West Bengal. Thus all the appointments are arranged by the Government Department through PSC.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="http://singurgovtcollege.org/organogram.html">http://singurgovtcollege.org/organogram.html</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

Government General Degree College, Singur is a Government college under the Higher Education Department, Government of West Bengal. All the teaching staff and only permanent non-teaching staff is benefitted by gratuity, pension and medical benefits via West Bengal Health Scheme (WBHS). WBHS is maintained by the Medical Cell under the finance department, Govt. of West Bengal in consultation with the Health and Family Welfare Department (See G.O. No. 3472-F dated 11.05.2009). WBHS provides our employees with an insurance policy for medical treatment against any kind of disease for hi, self and empanneled family members. Our employees can get medical treatment from Government Hospitals, Nursing Homes and Medical Institutions, WBHS-empanelled diagnostic center. In the Cashless facility, the employees can enjoy the benefit of cashless IPD treatment in a private empanelled hospital up to the limit of Rs. 1,50,000/- (See G.O. No. 73-F(MED)WB dated 28.04.2022). If the treatment value is above Rs. 1,50,000/-, then the employee can apply for reimbursement through the online WBHS portal. The institution, after a strong verification of family income and identity, family members are added as beneficiaries in the WBHS. Our institution also provides facilities through WBHS to the employee to go outside the state afor medical treatment.

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

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

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

0

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

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

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

0

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

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

11

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

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

Regular maintenance of self appraisal records by the teachers is a hallmark of Government colleges of West Bengal. Our teachers also maintains individual self appraisal proforma offline everyday where they mention time of arrival and departure, no of classes taken, other academic or administrative duties performed. Based on appraisal records they submit annual appraisal report through IFMS to the Principal which are then forwarded to the Director of Public Instruction, Government of West Bengal online in prescribed proforma. The self appraisal records are also used during promotion of the teachers.

Attendance of all the non-teaching staffs are maintained in attendance register which is managed by a senior accountant routinely checked by the Principal.

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

## 6.4 - Financial Management and Resource Mobilization

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

Being a Government Institution our accounts are liable to be audited through the AGE office of Gov. of West Bengal. However,

since its inception, this Institution was not audited through them even after regular reporting through the Higher Education Department. We, therefore, used to conduct internal audits by our College Senior Teachers regularly and routinely conduct an external audit through a renowned chartered firm in Kolkata. All the stock books of the departments and office are regularly audited internally. We conducted a stringent External audit on 3rd December 2022 employing a number of Government Officials and renowned College and University Teachers, the report of which is enclosed herewith. All the statements of accounts for the years 2017-18, 2018-19, 2019-20, 2020-21 and 2021-22 are audited by a Chartered Accountant Firm.

Apart from these, we are also proud to have a number of Extramural research projects mostly from the Science and Technology Department, Govt. of West Bengal where the principal investigator teachers routinely submit audited statements through Chartered Accountant Firms about their expenditures incurred from the projects.

File Description	Documents
Paste link for additional information	<a href="http://singurgovtcollege.org/userfiles/file/Audit-of-Accounts.pdf">http://singurgovtcollege.org/userfiles/file/Audit-of-Accounts.pdf</a>
Upload any additional information	No File Uploaded

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

The Government General Degree College Singur is fully funded and controlled by the Higher Education Department, Govt. of West Bengal where we have to submit our proposed annual budget every year for the salaries and related heads. For the purchase of equipment, books, chemicals and other contingent items we have to place demand to the Higher Education Department, Govt. of West Bengal. The Government authorities sanction the amounts for Salary and for other developmental purposes in a centrally controlled HRMS system that has IFMS for financial management. Our College has committees like the Central Purchase Committee and Tender Committee which floats paper tenders or e-tenders according to the existing laws of the Govt. of West Bengal and then compare the quotations. We order the items to recognized vendors through College order books in consultation with the Heads of the Departments and upon receiving the items we insert them in the departmental stock books and submit the bills to the College office for e-payments through IFMS. Generally, we utilize all the amount sanctioned and submit utilization certificates offline/online at the end of the financial year to the Govt. of West Bengal.

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

## 6.5 - Internal Quality Assurance System

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

1. COMPLETION OF FIRST CYCLE OF NAAC 2. NO PROMOTION DUE AMONG FACULTY MEMBERS 3. AZADI KI AMRIT MAHOTSAV WAS CELEBRATED WITH CULTURAL PROGRAMS AND EXHIBITIONS 4. IQAC ORGANIZED MULTIPLE SEMINARS ON IPR, NEP, etc. 5. STUDENTS' WEEK, INCLUDING A SESSION OF PSYCHOLOGICAL COUNSELLING, WAS ORGANIZED AND CELEBRATED DURING THE FIRST WEEK OF JANUARY

File Description	Documents
Paste link for additional information	<a href="http://singurgovtcollege.org/igac.html">http://singurgovtcollege.org/igac.html</a>
Upload any additional information	No File Uploaded

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

IQAC of the college meets regularly as per NAAC guidelines and takes up issues related to quality. It inspires the faculty members to participate in orientation programs and Refresher courses. The IQAC assists the Principal in chalking out academic programs, infrastructural blueprints, and matters related to the promotion of teachers under CAS. The IQAC organizes different seminars, webinars and workshops. Apart from that it initiates and promotes all-round quality improvement of the Students through sports, cultural programs and outreach programs. GGDC, Singur has received the affiliation of SWAYAM and acting as a local chapter. Its local chapter ID: 3772. IQAC has tried to maintain a student-friendly environment where the teachers organize group and individual sessions with the students. As a result of continuous supervision and counseling of the students, attendance improved and their involvement increased. IQAC also emphasized value-added and add-on courses which help a particular individual to develop their own skills in their chosen field of study. IQAC engages in outreach programs, maintaining liaison with local bodies and schools. IQAC with the help of the college had implemented a program to initiate programmes where faculty members interact local schools which helped to reduce dropout .

File Description	Documents
Paste link for additional information	<a href="http://singurgovtcollege.org/igac.html">http://singurgovtcollege.org/igac.html</a> ; <a href="http://singurgovtcollege.org/nptel-swayam-local-chapter.html">http://singurgovtcollege.org/nptel-swayam-local-chapter.html</a>
Upload any additional information	No File Uploaded

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

A. All of the above

**improvements Collaborative quality initiatives with other institution(s)  
Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://singurgovtcollege.org/agar.html">http://singurgovtcollege.org/agar.html</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

Female students constitute a greater share of the total student strength of the institution (almost 77.25%). Therefore, the institution undertakes recurrent measures to promote gender equity all round the year. Gender issues are discussed as part of the curriculum of programs in different subjects. Prior to the commencement of an academic year, the institution designs an annual action plan for organizing gender sensitization programs. The institution organized an "Orientation Program on Gender Sensitization" on 14.11.2022, for sensitizing students on gender equity practices. The Kanyashree Club of the institution organized an "Awareness and Sensitization program on Child Marriage Prevention and other Child Protection Issues" on 21.03.2023. The institution undertakes several infrastructural measures to ensure safety for female students. The institution has 16 CCTV cameras installed in different corners of the campus, and is centrally operated from the Principal's Room. The institution also has security personnel, providing 24x7 security of college resources. The institution has a separate psychological counselling room for students where faculty members of the Psychology department provide regular counselling services on appointment basis. Apart from a Students' Common Room, the institution also has a Girls' Common Room fitted with all necessary amenities for the recreation

of female students.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="http://singurgovtcollege.org/kannyashree-club.html">http://singurgovtcollege.org/kannyashree-club.html</a> ; <a href="http://singurgovtcollege.org/facilities.html">http://singurgovtcollege.org/facilities.html</a>

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

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The institution has taken several initiatives to manage the degradable and non-degradable waste through different facilities in the campus. The institution has a continuing Memorandum of Understanding (MoU) with Vital Waste, renowned waste recycling organization, which is endowed with the disposal of all degradable and non-degradable wastes collected from the college. As part of the MoU, Vital Waste collects toxic liquids produced in the laboratories of the Zoology, Botany, and Chemistry departments of the institution for disposal. The students of the department of Botany of this institution conduct Green Audit of the college throughout the year. The Environmental Science Department of Rani Rashmoni Green University, Hooghly has submitted a comprehensive report on the Green Audit, Energy Audit, Biodiversity and Waste management practices. Two separate pits for the disposal of degradable and non-degradable wastes are maintained in the college campus and cleaning of the pits are done on a regular basis. The

institution has provisions of recycling the water used in the air-conditioners to produce distilled water for use in the laboratories of the Zoology, Botany, and Chemistry departments. Furthermore, the institution also has a provision for collection and disposal of e-wastes donated by Central Bank as a part of CSR.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="http://singurgovtcollege.org/green-initiatives-waste-management.html">http://singurgovtcollege.org/green-initiatives-waste-management.html</a>
Any other relevant information	<a href="#">View File</a>

<b>7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	<b>A. Any 4 or all of the above</b>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**7.1.5 - Green campus initiatives include**

<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>	<b>A. Any 4 or All of the above</b>
<ol style="list-style-type: none"> <li><b>1. Restricted entry of automobiles</b></li> <li><b>2. Use of Bicycles/ Battery powered vehicles</b></li> <li><b>3. Pedestrian Friendly pathways</b></li> <li><b>4. Ban on use of Plastic</b></li> <li><b>5. landscaping with trees and plants</b></li> </ol>	

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**B. Any 3 of the above**

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institution promotes an impartial, friendly, and unconditional environment for encouraging and promoting harmony among the students hailing from diverse cultural and socio-economic backgrounds. The institution constantly motivates the students to imbibe the principles of inclusive growth by mentoring them and facilitating their holistic progress. Diversities among students are highly appreciated by the institution and are constructively used for developing their unified perception of life. Being situated in a rural area, the institution gets students from different tribal communities like the Santhali tribe. The institution constantly encourages tribal students to engage in different co-curricular activities, promoting their indigenous cultural practices.

To promote gender-based harmony, the IQAC, ICC Cell, the Anti Sexual Harassment Cell, and NSS unit of the institution put extra efforts in organizing awareness and orientation programmes on gender equality and sensitization.

A good percentage of seats are reserved for students coming from socio-economically modest sections of society as per extant Government rules to provide equal opportunities to all. The institution also provides numerous scholarships from both State and Central Government schemes to needy students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The institution organizes student orientation sessions at the beginning of each academic session, for orienting them towards their code of conduct, rights, and duties as students. The students' code of conduct is displayed in the institutional website. Around the year, the institution organizes several programs to inculcate the values, and duties of the students as responsible citizens of the country. The Anti-Ragging Cell and Students' Grievance Redressal Unit of the institution regularly interacts with the students to make them aware of their rights and duties. Throughout the year NSS Unit of the institution organizes different events through which students are made aware of social work and imbibe the values of togetherness, social amity, and team work. Students coming from diverse backgrounds work together in such activities and this help them overcome their differences. The institution takes initiative to indoctrinate the national spirit in young minds and encourages students to engage in programs of constitutional obligations. Every year the institution along with the students' body organized the Independence Day and Republic Day with a deep sense of gratitude. This year the teachers and the students of the institution celebrated the 75th Independence Day with all respect and harmony.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website**

**A. All of the above**

**There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

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

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

The institution has a separate Cultural Committee which organizes different events and activities to commemorate national and international events and festivals. The institution encourages students to get involved in these events. This year the institution organized several events and programs to celebrate the 75th Independence Day on 12th and 15th August, 2022, where the students participated in different competitions and cultural events like singing, dancing, recitation, creative writing, and drawing. The institute organized Students' Week during 4th - 12th Janaury, 2023, during which a series of lectures were organized on different issues like Stress Management, Life Skills, and Ethical issues along with cultural programs for the students. International Mother Language Day was celebrated on 21st February, 2023, where Dr. Angshuman Kar from the English Department of Burdwan University visited and interacted with students. Students also enthusiastically celebrated the Basanta Utsav on 6th March, 2023, and Rabindra Jayanti celebration on 8th May, 2023, under the supervision of the teachers. On both occasions, several cultural events were organized and conducted by the students. The institution also celebrated the birth cenetenary of Dr. Har Govind Khorana by organizing a seminar. In all the events, students participated whole-heartedly along with the faculty members.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

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### Psychological Counselling

The counselling cell aims to promote holistic development, to inculcate coping strategies, decision-making skills and assertiveness, to resolve conflicts among students and staffs. It provides counselling following the medical ethical guidelines. Mild adjustment issues are managed by the faculty members of the department, for severe issues the students and staff are referred to Psychiatrists. Most of them have reported marked betterment of their mental health after such counselling. Some students, show reluctance to meet a psychologist or psychiatrist for further treatment. Standardized questionnaires have been administered to some of the clients to assess their psychological states.

### Thalassemia Camp

The institution aims to generate awareness about Thalassemia, detect it among the newly admitted students and counsel them in proper match selection. Each year a medical team from the School of Tropical Medicines, Kolkata visits our college to test the students. Upon receiving the reports we counsel the students who are carriers. Every year more than 100 students participate in the camp. Students and their parents are counselled if found to be potential carriers. Parents coming from very rural settings sometimes do not cooperate in such cases. In this academic year,

the institution organized the camp on 26th August, 2022.

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

### 7.3 - Institutional Distinctiveness

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

Commencing its' journey in 2013, the institution owns a building in a 7 acres land in a lush green compound and disseminates UG level education in 16 departments operating with 67 faculty members. Being located in a rural area, the institution focuses primarily on propagating quality education among students coming from diverse cultural and socioeconomic backgrounds. Student catchment areas mostly include rural villages and suburban communities and most students are first-generation learners coming from unprivileged agrarian backgrounds. The institution provides all necessary facilities and quality student-centric education to these students for nurturing them for a better future. The institution also encourages the local community for the propagation of education for girls students. Majority of our students are girls coming from unprivileged rural backgrounds. The institution arranges regular counselling sessions as precautions against under age marriage, dropouts and encourages them to continue higher studies. College maintains a mentor mentee system which provides one to one interaction between faculty members and individual students providing an opportunity to reach out while in distress.

In a nutshell, our college provides opportunity to the unprivileged students, mostly girls, to develop their career in academics and beyond.

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

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

As NEP 2020 is going to be introduced from next year, 2023-24, our main focus will be to plan for the successful implementation of the policy in the following way:

- Understanding NEP 2020: Familiarize ourselves with the key principles and objectives of NEP 2020 to align the college vision with the national framework.
- Formation of Committees: We have already established committees responsible for curriculum revision and assessment methods in line with the directives of affiliating University.
- Curriculum Redesign: Discuss with subject experts to redesign the curriculum to incorporate interdisciplinary approaches, choice-based credit systems, and real-world applications.
- Faculty Training: We will conduct training sessions or send our faculties to other Institutions and Universities to prepare themselves for the pedagogical shifts and new assessment methods outlined in NEP 2020.
- Student-Centric Approaches: Promote more student autonomy in selecting their subject choices and by try to implement flexible learning paths, experiential learning, and skill development programs.
- Community Engagement: Involve the community and alumni in shaping the college's educational ecosystem, fostering collaboration and relevance.
- Communication: Communicate transparently with students, faculty, and stakeholders about the changes, emphasizing the benefits and long-term impact of NEP 2020 implementation.

Skill based Internship: MOU will be signed with appropriate organizations