SELF STUDY REPORT

FOR

1ˢᵗ CYCLE OF ACCREDITATION

GOVERNMENT GENERAL DEGREE COLLEGE AT KHARAGPUR-II

VILL - AMBIGERIA, PO-MADPUR, DIST-PASCHIM MEDINIPUR - 721149
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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Affiliated to Vidyasagar University, Government General Degree College at Kharagpur-II, located at the Village Ambigeria, Block Kharagpur-II, District: Paschim Medinipur, is the only government college in the block, and is under the Higher Education Department of the Government of West Bengal since its inception from the academic session 2015-16. The college is well connected by rail from Howrah station via Panskura junction and by road from Kolkata via Kolaghat having Madpur as the nearest railway station and Madpur Ghat as the nearest Bus stoppage on the National Highway-6. The prime objective of the co-educational academic institution is to provide equal opportunities to the rural students of the surrounding region to acquire higher education along with academic knowledge and moral values and also to provide a platform to nourish and explore the special abilities, talents and bright career prospects of the students irrespective of their gender, background, caste and creed. In June 2015, the college began its journey in a concrete building under construction, the college today has a three-storied building with 17 class rooms, well equipped laboratories, a play ground, a library and dedicated teaching and non teaching staff who work in coordinated manner in harmony with the sole objective of catering quality education to the students. The college has received recognition under section 2f by UGC in 2017-2018, has 11 departments currently offering undergraduate B.A. Honours and General courses in English, Bengali, History, Political Science, Philosophy and undergraduate B.Sc Honours and General courses in Chemistry, Physiology, Botany and Zoology; Undergraduate B.Sc. General courses are also offered in Mathematics and Physics. A large portion of the students of the college, come from the remotest rural areas of the district and beyond from low income families and agricultural background, and are taken care of by the college to receive the available scholarships and the Government financial schemes meant for the students in order to assure their uninterrupted continuation and completion of higher education at the college. Thus, the college being the only Government college in the region, serves as a powerhouse of opportunities to all aspirants of higher education in the surrounding rural region.

Vision

The vision of the institution is to disseminate quality education and knowledge to the young souls which is necessary to help them to grow up to be wise, responsible, sincere, empathetic, confident, brave, well behaved, strong and dutiful citizens of the country. The institution looks ahead to ignite scientific temper and impart the concept of gender equity in every student and to assure complete development of the students equipped with education, knowledge, morals, wisdom, intellect, basic life skills and values making them capable of facing the challenges of life with precision and a delightful heart.

Mission

To impart quality education to all students and to assure completion of their degrees against all odds and challenges in the remote rural region where the college is located.

- To keep the zeal of acquiring knowledge and education ignited in the students and to ensure their total upliftment in the society as much as possible.

- To make higher education affordable for every aspirant.
- To build the spirit of team work, humanity and tenacity in the students.
- To assure overall development of the students
- To take care of the mental well being of the students and to prepare them for the future prospects after acquiring undergraduate degrees from the college.
- To inspire, motivate and guide the students for acquiring further higher education.
- To prepare the students for placement options as per their choice or opportunities available.
- To help the students to acquire basic technological knowledge.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Government General Degree College at Kharagpur-II is the only college in this particular rural locality. This is a backward area with high population of economically underdeveloped villagers. So, this college enables to serve and empower the marginalized section of the society.

2. The infrastructure facilities of the institution is in developing stage.

3. This institution is blessed with highly committed and efficient faculties and staff.

4. The students perform consistent academic results.

5. The institution indulges in resourceful community engagement and outreach activities

6. The college provides strong and sound mentoring and counselling system to the students.

7. This higher education institution has signed MOU-s with various other institutions for enrichment.

8. The college provides various skill-based programmes.

9. Scholarships like Kanyashree Prakalpa, SVMCM, Oasis Scholarships for SC, ST and OBC students, Aikyashree scholarships for the minority students are provided to reduce dropouts.

Institutional Weakness

1. Being a new college, further infrastructural strengthening is required.
2. Being a fully government institution, we need to depend on PWD for any civil and electrical work even if it is of utmost importance.
3. Due to lack of fund, seminars/ workshops/certificate course are organised with difficulty .
4. The library lacks adequate books due to constraint of fund.
5. Most of the students are local, so a cosmopolitan learning atmosphere is lacking.
6. Being a government college financial resources are obtained only from Government fund.
7. More alumni participation and contribution are required for development.
8. We need to undertake more collaborative activities, interdisciplinary research etc. within the institute as well as with other institutes of eminence, industry houses etc.

Institutional Opportunity

1. This institution gets the opportunity to serve and empower the marginalized section of the community.

2. Proper implementation of LMS (Learning Management System) is maintained.

3. There is initiation of more skill-based programmes, and extension activities to the society.

4. There is scope for funded research in agriculture and environment

5. The institution organizes various outreach programmes like Dengue awareness, Health camp etc.

6. A scope of strengthening e-content resources as a part of virtual learning in the curriculum

7. The college has the opportunity in bringing more first-generation learners to the mainstream of education.

Institutional Challenge

1. The college faces acute shortage of classrooms and to take classes simultaneously is a challenge.
2. The authority does not have the power to recruit faculties or staff in emergency also, without Government Order.
3. A major portion of students are rural with average and below-average learning abilities.
4. It is hard for them to meet the global standards.
5. Obtaining funds, especially during and immediately after the current pandemic situation is a challenge.
6. Getting placements for students in this restricted scope is felt.
7. There is a tendency of early marriage among the girl students and dropout due to various reasons, mostly economic.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The Government General Degree College is affiliated to Vidyasagar University since 2015 and it follows the academic calendar laid down by the University for UG courses. Earlier the UG courses were conducted as per the 3 Tier Pattern and later on as per the Choice Based Credit System. In the current session the new system for UG courses have been introduced as per the CCFUP-NEP. A proper full proof method of teaching is followed that comprises equal distribution of syllabus, regular interactions with the students, a compact teaching plan and interactive teaching methodology. Special attention is provided to the slow learners. Regular assessments of the progress of the students are made though class tests. Some departments of the college also organize some Add-on courses for the benefits of the students on varied interesting topics. The NSS unit of the college holds awareness programmes on various topics of scientific, environmental and social issues. Also, field work, excursions and project works are conducted by different departments. Some departments held seminars to provide exposure to the students to the current aspects of science and technology and to train the students about presenting posters and talks. Many departments also publish their wall magazine regularly. The college held sports events for the students.

Teaching-learning and Evaluation

A transparent admission process for UG programmes involves clear criteria, publicly available information and a fair evaluation process. Applicants are informed about requirements, deadlines and selection procedures. Decisions are based on merit. This ensures accountability, builds trust and enables informed decision-making for applicants.

An effective teaching -learning process in College is a dynamic and interactive experience. Clear goals and objectives are established and engaging lectures encourage active learning and participation. Regular assessment help students stay on track, while encouragement of critical thinking and inquiry fosters deeper understanding. Continuous evaluation and improvement ensure that the teaching -learning process remains effective and relevant. This process empowers students to take ownership of their learning, develop new skills and knowledge and achieve academic success. By adopting effective teaching practices, educators can inspire students to become lifelong learners and prepare them for future careers. Technology and resources are leveraged to enhance learning and a supportive and inclusive environment promotes students encouragement and motivation.

Evaluation is a systematic process that assesses student learning, teaching effectiveness and program quality. It involves setting standards and providing feedback to improve student outcomes and teaching practices. Evaluation ensures accountability, informs decision-making and drives continuous improvement, ultimately enhancing the teaching -learning process.

Research, Innovations and Extension

Research and innovations are two interconnected domains that are intricately associated with the progression of human education. Therefore, to enshrine the importance and need of research and innovations in the premises of higher education, the Institution takes pride in preparing the environment suitable for performing research activities and takes the following initiatives.

Organizing a large number of offline and online seminars in a regular basis initiating from the pandemic period in order to engage the focus of students towards interacting sessions besides their syllabus of curriculum to enrich and diversify their learning processes. Moreover, the Institution has also published some Wall Magazines.

The Institution highly encourages the direct involvement of the faculties of all the Departments towards the realm of research. As a consequence, the Institution has a few faculties currently pursuing Ph.D degree. 16 faculties already having Ph.D degree, 03 faculties having Post- Doctoral experiences. Alongside, the Institution has also published large number of papers in UGC Care Listed Journals and in Peer- reviewed Journals. Besides, the faculties have contributed chapters in the books.

The NSS has taken the remarkable initiative to adapt the local village. and organized Plantation programme inside and outside the Campus.

The NSS has organized medical campus in order to provide the local villagers the facility of health check up.

Infrastructure and Learning Resources

Infrastructure plays an important role in determining the academic as well as overall performance of learners in any educational institution. This newly established college tries its best to invest in infrastructural facilities to create a robust atmosphere for overall progress of students. The college provides the following infrastructure & learning resources for students:

The college campus is well connected from all places. It is situated at 15 minutes walking distance from Madpur Railway station and 30 minutes from NH 6 (Madpur Ghat Bus Stop). The college i spreads across 5.87 acre of land. The academic cum administrative building has Principal's Office, class rooms, laboratories, library, Guest Room, Seminar Hall, conference hall, exam cell, Gymnasium.

The college has 17 well ventilated classrooms and departmental laboratories of Botany, Chemistry, Mathematics, Physics, Physiology and Zoology are equipped with more or less all the scientific equipment and chemicals.

There are 30 computers, 5 projectors, 8 scanners, 14 printers and internet connection of 300mbps speed installed. Two Smart Classrooms help in delivery of curriculum.

1.112 acre playground for outdoor sport events, one sport room and one gymnasium with basic fitness equipment are constructed in the college. A well equipped library possessing books in both English and Bengali language is found here.

The institution also has NSS unit, Girls Common Room, drinking water facility, facilities for specially abled students Sanitary napkin destroyer for faculty. The institution ensures that the available infrastructural facilities are optimally utilized.

Student Support and Progression

This criterion is about the students, who form the main pillar of the institution. Here, meaningful learning is ensured by the teachers to their students. The environment of the college is very much safe and educative, which contributes to the holistic development of our students. The learners receive scholarships, e.g Aikyashree (for minority students), Swam Vivekananda merit-cum-means, Oasis (for SC, ST, OBC and minority students), Sitaram Jindal etc. The college has made necessary arrangements for regular counselling of students, along with career counselling workshops and a feedback system. The institution maintains a very strong mechanism for students to address any grievances through Grievance Redressal Cell, where prompt action is taken to address any problem. Needy students receive special guidance and financial help from the faculty. Besides, regular parent-teacher meetings are conducted by the departments to make the students and their parents aware of the progress of the students. Here, students learn soft skills, language and communication skills including basic computer. Special emphasis is given on the students' physical and mental health, and on their health and hygiene. Our students actively participate in cultural programme, sports events, activities for environmental awareness and also in community reach-out programme. The institution has an inclusive campus - free from ragging or any form of gender discrimination.

Governance, Leadership and Management

The vision of the Institution is to provide value-based higher education to all. This Institution focuses at the holistic development of the students in order to help them gain in-depth knowledge and academic expertise. The mission of the Institution is to enable them to meet the challenges in their chosen field in future. Our college, being a government college, is administered by the Higher Education Department. The institution emphasizes the issues like students' welfare, faculty development and Internal Quality Assurance Cell. The Officer-In-Charge plays the key role in monitoring overall academic - administrative, financial and all the other activities after consulting the Teachers' Council and IQAC. The Teachers' Council has several academic and administrative sub-committees to executee the plans and programmes. The institution follows e-governance systems like HRMS, WBIFMS and maintains an effective welfare system through the WBHS. For the students, there are online admission system and various scholarships. Tteachers submit their online SAR every year. The Institution strictly follows e-tender system for purchasing goods and conducts internal/external audits regularly. Faculty members upgrade themselves through Faculty Development Programmes. IQAC plays a significant role in framing and implementing the academic and administrative activities, such as assisting the Officer-In-Charge in matters relating to CAS, in organizing Add-on/Ccertificates courses. Maintaining and enhancing quality of an institution is a continuous process, which is served by IQAC. The institution has successfully participated in NIRF - 2023.

Institutional Values and Best Practices

The *guru-shishya parampara* is a landmark of the Indian knowledge system. The bond between the teacher and the student has always been held in the highest esteem in our culture. The National Education Policy of 2020, theoretically speaking, is an attempt at reviving the traditional with a progressive openness. Government General Degree College Kharagpur-II, since its inception in 2015, has strived hard to set a standard of teacher-student relationship.

The institution collects regular feedback from the pupils on various concerns. Taking regular feedback has been made hassle-free by this active two-way movement between teachers and students can The professors, over the years, have actively worked together to create a truly inclusive ambience conducive for overall growth of the learners. This harmonious bond shared by the primary stakeholders of this institution makes learning an enjoyable experience despite the many limitations this college has in terms of facilities. Students receive similar support and assistance from the administration and the office staff regarding their results, fees, scholarships and freeships of various kinds. In the past eight years there has been not a single incident that points otherwise. Our students do not hesitate to ask questions or seek advice, thereby making counseling of students easier.

Our institution boasts of a healthy teacher-student ratio which ensures smooth and effective dissemination of knowledge and information. This institution values its students and tolerates no discriminatory attitude within the bounds of its campus. Each student despite their caste, creed, gender and academic performance, is treated with utmost care. Gender audits are conducted at regular intervals to measure and monitor gender equity. Events and workshops are organized by the various subcommittees to promote gender equity in the college premises. The students learn important soft skills like public speaking skills, communication and presentation skills through the observation of various days of national and cultural significance. The cultural programmes and competitions conducted by responsible committees are designed in such a way that the students can showcase their unique talents and ethnic identity in an encouraging setting.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVERNMENT GENERAL DEGREE COLLEGE AT KHARAGPUR-II
Address	Vill - Ambigeria, PO-Madpur, Dist-Paschim Medinipur - 721149
City	Madpur
State	West Bengal
Pin	721149
Website	ggdckharagpur2.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal(in-charge)	Partha Sarathi Singha	03222-247015	8603661893	-	principalggdckgp2 @gmail.com
IQAC / CIQA coordinator	Piyali Mallick	-	7318941290	-	piyali.mallick1@g mail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
West Bengal	Vidyasagar University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	08-08-2017	View Document
12B of UGC		

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

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

Recognitions

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

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Vill - Ambigeria, PO-Madpur, Dist-Paschim Medinipur - 721149	Rural	5.87	0.417

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Bengali, Honours in Bengali	48	H.S.	Bengali	32	9
UG	BA,English, Honours in English	48	H.S.	English	32	17
UG	BA,History, Honours in History	48	H.S.	English,Bengali	32	15
UG	BA,Philosophy,Honours in Philosophy	48	H.S.	English,Bengali	32	0
UG	BA,Political Science,Honours in Political Science	48	H.S.	English,Bengali	32	7
UG	BSc,Botany, Honours in Botany	48	H.S.	English,Bengali	20	9
UG	BSc,Chemistry,Honours in Chemistry	48	H.S.	English,Bengali	36	4
UG	BSc,Physiology,Honours in Physiology	48	H.S.	English,Bengali	11	5
UG	BSc,Zoology,Honours in Zoology	48	H.S.	English,Bengali	38	9
UG	BA,Arts,General	36	H.S.	English,Bengali	74	33
UG	BSc,Science, General	36	H.S.	English,Bengali	38	16

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				1				31			
Recruited	0	0	0	0	1	0	0	1	11	15	0	26
Yet to Recruit	1				0				5			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

	Non-Teaching Staff			
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				9
Recruited	5	0	0	5
Yet to Recruit				4
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

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Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				4
Recruited	2	1	0	3
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	0	0	7	8	0	16
M.Phil.	0	0	0	0	0	0	0	3	0	3
PG	0	0	0	0	0	0	4	4	0	8
UG	0	0	0	0	0	0	0	0	0	0

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

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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	53	0	0	0	53
	Female	71	0	0	0	71
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	9	11	12	8
	Female	16	14	13	17
	Others	0	0	0	0
ST	Male	4	3	3	3
	Female	4	10	7	8
	Others	0	0	0	0
OBC	Male	8	10	11	7
	Female	9	12	9	9
	Others	0	0	0	0
General	Male	33	34	47	55
	Female	59	61	52	69
	Others	0	0	0	0
Others	Male	0	2	1	3
	Female	0	0	1	1
	Others	0	0	0	0
Total		142	157	156	180

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The new syllabus under The 'National Education Policy 2020' gives ample opportunity to the students to study the combination of subjects of their choice and interest. This not only helps to quench the thirst

	of learning things of the subjects of one's personal interest and choice but also provides a vast arena of knowledge to the learner. The college provides freedom to the students to elect subjects of their choice as combination in their curriculum. This also helps to develop an all round knowledge of the students that will definitely strengthen the concepts and will helps him in his higher education and further. Thus students get the chance to gain interdisciplinary knowledge. Also, under the environmental studies, that is compulsory for all students to undertake, the students from different discipline get the opportunity to acquire multidisciplinary knowledge that is covered under the syllabus of environmental studies. The college allows teachers from specialized background to held classes for specific multidisciplinary topics of the environmental studies paper. This also provides a scope for the students to learn directly from teachers of different disciplines. A big number of students from all departments of science and humanities of the college are active volunteers of the NSS Unit of the college and they participate together from in different types of multidisciplinary programmes covering social awareness, environment awareness and sensitization about various social and health issue etc., organized by the NSS unit. Also active interdepartmental collaborative research in science and technology within limited resources of the institute involves students and this leads to interdepartmental collaborative publication of papers and chapters. NEP provides a very wonderful platform for the students to gain knowledge , actively participate and contribute to interdisciplinary literature, science & research. This will help in hi higher education and will also remove the boundaries of certain career opportunities and employment possibilities in future.
2. Academic bank of credits (ABC):	The academic bank of credit (ABC) as part of the National Education Policy 2020 gives opportunity to the students to for multiple entry and exit options. The State Government of West Bengal has formed a committee called 'State Academic Bank of Credit' to ensure proper understanding and implementation of the ABC of NEP 2020 in higher education in the state. With implementation of NEP by the affiliating university, , our college is strictly following the

	regulations of NEP 2020 including ABC. As per ABC, a student enrolled in UG/ PG course may exit the course after any level of award and may grab opportunities of employment and then again may get back to the course within a certain period of time for further completion of award when he finds the situation (that may be financial or other) suitable to pursue further education. This remarkable policy will ultimately reduce the number of college drop outs and will give the opportunity to full fill dreams of acquiring higher education for many children with socioeconomic restrains. Under ABC students will be allowed to gain credits from HIES registered under the scheme through SWYAM. Our Institute encourages faculties and students to enrol under various national schemes including MOOCS, SWAYAM, NPTEL etc.
3. Skill development:	NEP 2020 has included various skill oriented topics in the curriculum of different subjects. This will help to develop a huge number of skilled youth in the recent future that will not only open the doors of employment and opportunity for them but also will strengthen their outlook for entrepreneurship. The institute encourages and nurtures development of skill by arranging different workshops on various topics and by organizing cultural and sports competition from time to time. The NSS Unit of the college held workshops, outreach propgrames, health camps and social surveys in the adopted village that help to develop various types of general and special skills in the students. The new NEP syllabus has made it compulsory for each student to complete application oriented compulsory modules on Skill Enhancement. This will enrich them with the potentials of certain skills, analytical abilities and will help to develop their aptitude for handling problems. The college encourages and arranges events like debates, poster competitions, and competition etc., to further extent the concept of developing soft skills and life skills in the students besides basic education following the regulations of NEP 2020 as implemented by the affiliating university. A skilled youth will be open to identify varieties of job opportunities beyond his/her academic limitations, and also will be confident and skilled enough to explore entrepreneurship.
4. Appropriate integration of Indian Knowledge	NEP 2020 encourages exploring the power of native

system (teaching in Indian Language, culture, using online course):	languages. Indian knowledge system is age old and is one of the richest knowledge banks in the world. Most of these valuable knowledge are in native scripts and hence it is utmost need of the hour to encourage our youth to hold on to their own roots and culture. This will not only help to protect our youth from being swiped away in the storm of globalization but rather will help the youth to stay anchored deep in his own culture and to explore the aspects of globalization. Keeping in mind the diverse language and culture in our country, inclusion of knowledge system in NEP is an excellent decision that will positively enrich the students with the vast reserve of knowledge that is hidden in the Indian language and culture system. The college encourages implementation of Knowledge system (teaching in Indian Language, culture, using online course) under NEP 2020. The NSS Unit of the college arranges regular interactive outreach programmes in the adopted village where the volunteer students are encouraged to interact with the local people in their mother tongue Bengali and exchange thoughts and promote various type of awareness on health and social issues among the villagers. Subjects like Political Science, History , Philosophy etc., are offered in major courses. Also major courses are offered in languages like English and Bengali. The faculties of the Science departments of the college use Bengali along with English to explain the various concepts and aspects of science to the students. This feature of NEP not only builds confidence and instills pride of own culture and identity in students but also it will open new resources in front of them to explore and acquire knowledges and life skills.
5. Focus on Outcome based education (OBE):	Focus on Outcome based education (OBE) is a feature included in the NEP 2020 that aims to assure fruitful outcome of the courses that a student pursues. The college encourages students to have all round development for successful outcomes. The institute continuously monitors the standards of education and follows OBE of NEP 2020 . following NEP 2020, The college offers scope to the students to make choice for subjects in order to ensure effective outcome. Some of the science departments conduct field visits, laboratory demonstrations and experiments that helps the students to gain deep insights and hands on skills into the subjects they

	learn. This covers OBE policy of the NEP 2020. OBE will help the students to get furnished with effective education, knowledge , skills and abilities that are necessary for pursuing higher education and for seeking employment after completion of the course. The college focuses on successful implementation of OBE in every sphere following NEP 2020 .
6. Distance education/online education:	Distance education/online education will help lots of students to enrol for courses of his/her choice. Many students cannot pursue education because of various constrains. Distance education/online education will help to overcome such barriers and will make education available for many more. The institute has computers with internet facilities and smart class rooms and smart boards that can be utilized to impart online education to students. The college also encourages the students and faculties to pursue the distance and online education facilities available through SWAYAM and other online platforms offering academic courses. 'Digital Education' and 'Technology in education is one of the important components of NEP 2020. Faculties of the college take utmost care to educate the students digitally and to teach them with care handling computers and internet facilities. This helps the students to use avail distance and online education opportunities following the .guidelines of NEP2020.Interactive catering of knowledge to students using online platforms is in practice since the outbreak of the COVID outbreak. Online webinars and discussion sessions with students are held by the faculties at times to ensure continuation of studies and for monitoring progress of lesions learnt by the students on some days that primarily includes some holidays. The institute has a long term vision of introducing some distance courses with affiliation from distance education open universities and also with the current affiliating university of the institute.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	YES
2. Whether students' co-ordinator and co-ordinating	YES

faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	Government General Degree College at Kharagpur-II has a multitasking electoral Literacy Club (ELC). This club always has active participation in all the programs organized by the Institution authority. The Club works tirelessly in the dissemination of the spirit of democracy in thought and praxis in various constituencies within its access. Over the years, this has been one of the most significant outreach activities of the College which brings the institutions close to its neighbouring populace. It acts as a coordinator between the administration, institution and the local populace. Innovative programmes and initiatives such as interactive sessions to motivate and inspire students to know about the electoral process and themed quizzes to emulate model polling activities to emphasise the importance of civic rights among young voters such as debate, paintings, sketches and posters themed on electoral procedures etc. help to sensitize the students about their democratic rights. On National Voters' Day various programs are being performed.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	The College has taken various initiatives to increase the awareness among the students about their democratic rights. The institution has arranged a program where a quiz contest and a debate competition were carried out. The attendees were briefed about the modality of the competition as well. The institutions were encouraged to inspire their pupils for widespread participation. The college has agreed to provide prizes from its own end to the winners to encourage more students to participate in such important awareness programs and bolster the functioning of the ELC and the work of voter sensitization towards a strong democracy.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	The Electoral Literacy Club (ELC) of the College has observed that most of the students above eighteen years of age are already enrolled as voters in the electoral roll. However, for the mere handful of students who are yet to be registered as voters, the ELC of the College takes active measures to spread awareness about the electoral process and get them acquainted to the various aspects of their civic duty of voting. Special lectures are arranged to inform the

new voters about their rights, duties, and the expected code of conduct at the time of polling. The students are also informed about the different methods of redressing grievances related to the electoral process. Efforts are made by the college to help these uninitiated voters to know about the various modalities and make them realize the importance of their contribution to the democratic process of election. They are urged to get themselves enlisted on the electoral roll as early as possible and get Voter's ID cards issued in their names.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
348	347	352	326	334

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

2 Teachers

2.1

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

Response: 31

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

2.2

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

2022-23	2021-22	2020-21	2019-20	2018-19
27	28	28	27	24

3 Institution

3.1

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

2022-23	2021-22	2020-21	2019-20	2018-19
15.61	8.43	44.11	40.06	11.57

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

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

Response:

The Institution, affiliated to Vidyasagar University understands the importance of well-planned curriculum & thereby follows an organized & documented process in order to ensure an effective curriculum delivery. Curriculum planning, implementation, monitoring, documentation & evaluation through conduct of continuous Internal Assessment (CIA) forms an integral part of academic policy of this Institution.

- The University provides Academic Calendar at the beginning of the Academic Session.
- Workshops/seminars are arranged by the University BoS when the curriculum is revised.
- The Institution prepares its own Academic Calendar in line with the University Academic Calendar.
- The Routine Committee drafts the central / master routine of the Institution to ensure that every minute of college day is utilized optimally.
- Department allot classes in accordance with the central routine by preparing departmental routine.
- Departments hold meetings to analyse syllabi & distribute syllabus among faculty members.
- Induction programmes & Orientation programmes are conducted in order to make students aware of the course contents, learning objectives, learning outcomes.

Curriculum Implementation:

- Distribution of class routine & syllabus distribution.
- Different teaching methods are used by different departments.
- Traditional Chalk & Talk method.
- ICT-enabled teaching-learning method.
- Distribution of teaching -learning materials through emails, website, WhatsApp, photocopy etc.
- Text books & reference books provided.
- Project work by students.
- Field visits, educational tours, surveys conducted by departments.
- Seminars & extension lectures by teachers of other Institutions as a part of co-curricular activities.
- Student seminar by departments/committees.
- Practical classes are held in laboratories with adequate facilities in laboratories.
- Special classes for slow learners.
- Online classes following COVID-19 guidelines.
- Continuous Internal Assessment.
- Film shows, peer learning by some departments.

Monitoring & Documentation:

The Officer-in-Charge, the IQAC & Head of the Departments monitors the process of curriculum planning & delivery for attainment of maximum learning outcomes in various ways such as:

- Academic Audit following University guidelines.
- Meetings of IQAC.
- Departmental meetings to monitor progress of syllabus, students' performance in assessments etc.

Continuous Internal Assessment:

- Tentative schedule of Internal Assessment is mentioned in Academic Calendar following University regulations & guidelines.
- Students are made aware of the modes & schedule of Assessments during the Orientation programmes, as well as during classes throughout the academic session.
- Changes in modes & schedules are communicated to the students.
- Internal Examination Committee looks after Internal Assessments & University Examination Committee of the College manages the final Examinations.
- CIA has been integrated to the POs & COs.
- Questions for IA are framed in such a manner that the attainment of learning outcomes can be assessed.
- Online Internal Assessment during COVID-19 crisis period.
- Marks obtained in IA are submitted to the University.
- For CIA, performance of students is assessed continuously through different methods like class tests, assignments, project works, student's seminars, review work, viva-voce etc. Methodologies vary from department to department.
- Performance of students in assessments is discussed with them through oral communication in classroom that helps students identify their strength & weakness & it also helps teachers recognize where students are having difficulties & address problems immediately.

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

1.2 Academic Flexibility

1.2.1

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

Response: 16

File Description	Document
List of students and the attendance sheet for the above mentioned programs	[View Document](#)
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Evidence of course completion, like course completion certificate etc. Apart from the above:	[View Document](#)

1.2.2

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

Response: 22.96

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

2022-23	2021-22	2020-21	2019-20	2018-19
188	102	49	15	38

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

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

The purpose of education system according to NEP 2020, is to develop human beings having rational thought & action, possessing compassion & empathy, scientific temper & creative imagination with sound social values & ethics. Curriculum designed by the affiliating University has various courses

relevant to cross-cutting issues of gender, environment & sustainability, professional ethics & human values. Our Institution makes conscious efforts towards integrating these cross-cutting issues in transacting the curriculum. In the first step Institution recognizes the traversing issues included in the syllabus of the University & then offer many value- added/certificate courses as co-curricular activities. Various activities are also organized throughout the year to sensitize students to these cross-cutting issues.

Professional Ethics:

- The integration of professional Ethics into the curriculum is crucial for preparing students for successful & responsible professional life.
- Certain aspects of professional ethics are part of syllabus of Philosophy, Political Science & other subjects.
- Apart from regular curriculum, the Institution organizes seminars on issues that are related to professional ethics & human values.
- Career counselling programmes are held.
- The Institution has a model code of conduct for students.

Gender:

- Gender related courses are an integral part of various programmes.
- Syllabus of English, History, Political Science, Philosophy contain some topics related to gender issues.
- Students are sensitized & encouraged to work towards gender equality & prohibit gender discrimination.
- Girls common room is there.
- 'Kanyashree Day' is held.
- Seminar on Eco-feminism.
- The Internal Complaints Committee is there to address any complaints received from students.
- Anti-Ragging Committee also sensitize girl students about their rights.

Human Values:

- Many issues related to social discrimination, race, caste, non-violence, human rights, customs & religious faiths are part of the syllabi of Political Science, Philosophy, English, History, Environmental Sciences & other subjects.
- Programmes are held to aware students on human values such as consumer awareness drive, health camps, AIDS awareness programme, Voter's Day Programme etc.

Environment & Sustainability:

- Environmental Studies is a compulsory paper for the students of all streams.
- Topics & issues related to environment & sustainability included in the syllabi of Botany, Zoology, Chemistry, Physiology, Philosophy, English, Political Science.
- N.S.S unit promotes environmental protection through tree plantation & other sustainable programs.
- Students Welfare Committee, NSS Unit, other committees & departments organize programmes to spread awareness about environment & sustainable usage of resources like Dengue Awareness

& Prevention Programme, Health Assessment Survey & Tobacco-free Institution Awareness Programme, National Science Day, Webinar on Wildlife Conservation & Management, Earth Day Prog, Seminar on Sustainability-from theory to practice, World Environment Day, Cleanliness Drive, International Day of Yoga, certificate courses & many more.

Different extension & outreach activities are undertaken by NSS unit. Observance of Independence Day, Republic Day, Students' Week celebration, Teachers' Day celebration, farewell programmes etc.

All these contribute in sensitizing students towards the discourse & issues of Professional Ethics, Gender, Human Values, Environment & Sustainability, Human Rights, Unity, Constitutional Values which are needed to help students to grapple with complexities of real-world problems & for establishment of an inclusive society.

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

1.3.2

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

Response: 41.67

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

Response: 145

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

1.4 Feedback System

1.4.1

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

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

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

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 50.06

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

2022-23	2021-22	2020-21	2019-20	2018-19
180	156	157	142	190

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

2022-23	2021-22	2020-21	2019-20	2018-19
303	303	336	353	353

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

2.1.2

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

Response: 38.65

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

2022-23	2021-22	2020-21	2019-20	2018-19
56	57	62	50	73

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

2022-23	2021-22	2020-21	2019-20	2018-19
142	142	157	165	165

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

2.2 Student Teacher Ratio

2.2.1

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

Response: 12.89

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

The Institute always follows a combination of traditional and contemporary teaching strategies. By

following such methods, we have experienced that learning becomes more student-centred. Different student-centric learning strategies have been implemented to motivate the students beyond the realm of theoretical knowledge. The college provides all feasible assistance for the faculty members' use of student centric teaching, which includes techniques like the following:

1. Smart classroom.

2. Projectors and a smart board.

3. Faculty members' personal laptops.

Students' seminars are organized by various departments of our college. Students are encouraged to give seminar presentations regularly. Additionally, students get the chance to go on field trips / excursions, work in the field, visit museums, different extension activities to the adopted villages and local community. For teaching purposes, the teachers use ICT enabled tools for effective teaching-learning process. The teachers employ ICT-enabled technologies including projectors, desktop, laptop, printers, to deliver lessons. The institution also has a seminar room with ICT capabilities and two smart classrooms.

Particularly during the academic year 2020–21, classes could not be held as usual because of the COVID-19 pandemic situation. Teachers were strained to adopt online teaching approaches as a result of the sponsoring University's initiative. All of the college's faculty members attended online courses. All teachers committed their time to teaching for the online classes using a desktop, laptop, mobile phone, tablet, etc. Platforms including WhatsApp, Google Class Room, Zoom, were used for this. The students received study materials on a regular basis using this portal. The same procedure was used to administer tests to the class.

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

2.4 Teacher Profile and Quality

2.4.1

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

Response: 81.21

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

2022-23	2021-22	2020-21	2019-20	2018-19
33	33	33	33	33

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)

2.4.2

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

Response: 100

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

2022-23	2021-22	2020-21	2019-20	2018-19
27	28	28	27	24

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

2.5 Evaluation Process and Reforms

2.5.1

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

Response:

The institute follows a transparent and robust mechanism of Internal Assessment. In addition to exams taken according to the exam schedule prepared by the exam committee, internal assessments by different department are also carried out at the proper time. Internal assessment time tables and notices are distributed in the class posted on notice board and maintained in departmental record. Necessary attention to the whole procedure is maintained until the assignments are finished. The main objective of

conducting internal examination is to prepare the students for the upcoming university examinations. The departments arrange for continuous evaluation though only one external assessment per semester is mandatory under the university regulation. During the pandemic period of 2020-21 and 2021-22 (partly) the internal and external examination were taken on online mode. Question papers were shared through mail and answer scripts were submitted in the respective mails. Though evaluation of internal assessments is a continuous process yet the weakness of the students is discussed in the class and suggestions are given. So far, no grievance regarding the internal or external examination were reported by the students. There is student's grievance and Redressal Cell in the college, which regularly follows and resolves the grievance received from the students. A box under lock and key is installed in the college building with provision to drop letters. Face to face meetings, co-ordination meetings are carried out on a regular basis.

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

2.6 Student Performance and Learning Outcomes

2.6.1

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

Response:

The Programme of B.A/B.SC under Vidyasagar University follows the Choice Based Credit Systems. The entire syllabus shows Six Semesters taught over the span of three years. The Programme outcome helps the students to know exactly what they will achieve after completion of the Programme. The course outcome is vividly described in the website and explained to the students. The overview of the subject introduces young learners with necessary topics for the holistic understanding of the subject. Several methods like ICT, chalk and talk, Seminars are adopted for the student understanding of the course and Programme. In the science departments empirical data collection are done through fieldwork and based on practical classes. The students of humanities learn about the rich culture, literature of society and politics. The skill enhancement course helps the students to have applicative knowledge of the subject in a wider spectrum. In some subjects the projects or dissertations are submitted by the students for developing research aptitude. The discipline specific electives course makes the student aware of diverse range of cross-cultural topics. The Programme helps the students to have a deep orientation of the subjects which helps them to have a good job in future or higher studies.

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

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

The most important programme and course outcome for the Institution is the student's transition to higher education or a professional course. The college regularly makes an effort to monitor the progress of the students, regardless of whether they have made the decision to continue their education or have found employment. The grades or marks students got in the University exams serve as a gauge of the end outcomes of the courses or programmes. While course outcomes can be evaluated based on course results at the conclusion of a semester, the programmed outcome is generated from the programmed result if the student has successfully completed all six semesters. To check on the students' progress toward obtaining the targeted results, the faculty conducts ongoing internal evaluations. These evaluations are conducted formally through written tests, viva-voce, demonstrative lectures, assignments etc. At the end of final semester, student feedback is obtained from which the college can get an idea of about their progression.

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

2.6.3

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

Response: 99.54

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

2022-23	2021-22	2020-21	2019-20	2018-19
95	134	77	82	46

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

2022-23	2021-22	2020-21	2019-20	2018-19
95	134	77	83	47

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.76

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

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

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

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

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

3.2 Innovation Ecosystem

3.2.1

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

Response:

The college is equipped with a dedicated team of faculties who work together to help the students to learn and to help them to pave their path for a brighter future. There are five laboratories that provide opportunity for scientific studies and for performing various experiments of the curriculum of the students and beyond. The annual activity of the NSS is constituted of several scholarly discussion programmes, scientific awareness programmes, cultural programmes, social events etc.,. Faculties are engaged in active, modern collaborative research works in science and literature.

The annual performance appraisal system, by the Government of West Bengal is beneficial for the faculties for improvement drive as it encourages them for betterment in their teaching, research, administrative contributions, social activities; Faculties are granted duty leave for participation in various seminars, workshops and conferences etc.,. Teachers are encouraged to participate in faculty development programmes, orientation programmes, refresher courses etc. and get enriched keeping pace with the development of modern technologies so that they may utilize the same for catering knowledge to the students. Teachers are encouraged to acquire more knowledge and education and to go for their PhD

programmes preferably in part time mode. The institution provides an environment suitable for innovation and all round growth of faculties and students.

Students are provided with all necessary guidance for their learning process. Entrepreneurship encouraging events like 'campus bazaar ' , seminars,lectures etc., are arranged for the students and they are provided the opportunities to interact with the learned resource persons with outstanding professional backgrounds. Students are taken to educational tours/excursions and field visits regularly by certain departments. This gives them a clear concept about the application of the subject. Seminars and workshops are held from time to time, actively involving the students to enrich them. The college has several MoUs with various other reputed institutions and collaborative research works are performed. The faculties also perform interdisciplinary research with interdepartmental collaborations and several of those have been published. The institute has organized several Add on courses thus encouraging students to gain knowledge beyond their syllabus. Students are encouraged and helped to access various E–Resources like the SWAYAM-NPTEL etc.,. Thus, with sincere efforts to engage efficient human resources, dedicated efforts to disseminate knowledge in easy form to the students, giving best efforts to provide modern resources and infrastructural facilities overcoming various hurdles due to the remote location of the institute, the institute has given its best to establish an ecosystem for research, innovation, and for creation and transfer of knowledge.

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

3.2.2

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

Response: 28

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

2022-23	2021-22	2020-21	2019-20	2018-19
07	17	01	02	01

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

3.3 Research Publications and Awards

3.3.1

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

Response: 2.23

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

2022-23	2021-22	2020-21	2019-20	2018-19
14	14	16	15	10

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3.2

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

Response: 0.61

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

2022-23	2021-22	2020-21	2019-20	2018-19
2	07	4	4	2

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.4 Extension Activities

3.4.1

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

Response:

The significance of community services and extension activities is to ignite the spirit of social awareness and social responsibilities in a student's mind. It enables them to realize their responsibilities to do something significant for the society and to contribute to the development of the society they belong to. Various activities related to community services and development and the extension activities are carried out annually by the Unit 1 of National Service Scheme (NSS) of our college. Students are sensitized to social issues like healthcare, nature conservation, literacy, pollution, cleaning etc. One of the prime goals of NSS is to develop a connection between the students and their surrounding environment and community so that their all round development is ensured. They are trained and sensitized to the various social and environmental issues and responsibilities.

Annually, a weekly special camp for the student volunteers of NSS Unit of the college is organized. Local problems are addressed through various awareness programmes and different lectures by resource persons with expertise in various fields are organized as part of the special camp. Students also participate in various interactive outreach pogrammes in the adopted village of the NSS unit of the college. The NSS volunteer students and the concerned teachers interact with the people of the adopted village and focus on understanding their problems ad aims at finding solution to those. NSS unit also suggests practical ways out of the existing problems of the adopted village if possible. This develops the spirit of team work among the students and is beneficial for addressing the problems faced by the local people.

The COVID-19 outbreak and the lockdown prevented visit to the adopted village in person by the NSS volunteers but online platform provided the opportunity to reach a large number of audience. Awareness programmes on precautionary and protective measures against COVID-19 were organized online. Counselling programmes were organized for students who were in mental distress. NSS volunteers extended special help during the vaccination pogrammes in the college. The Volunteers also spreaded awareness about the vaccination programme against SARS-CoV-2 in their locality. NSS volunteers were kept motivated and focused by involving them in regular online programmes organized by NSS unit of the college during the lockdown period. Following the re-opening of the college, the NSS volunteers actively participated in carrying our various regular NSS activities physically but maintaining the protective protocols against COVID-19. Gradually with reduction and control of the cases of COVID-19, the various NSS activities regained full swing. The enthusiasm, dedication, motivation and sincerity observed among the NSS volunteer students reflect success of the objectives of organizing the NSS activities. Man is a social being. Accepting and executing social responsibilities, providing selfless service to the commuity, protecting and preserving the environment are inevitable parts for assuring safe, sustainable existence of an individual on the earth. To create this awareness, moral value and realization among the students is the motto with which the NSS unit of our college works.

File Description	Document
Provide Link for Additional information	View Document

3.4.2

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

Response:

Government General Degree College is a reputed academic higher education institute in the locality. Students actively participate n several extension activities like sports, painting , music etc. Many of them have made remarkable achievements in those fields.

Anusree Dey has achieved 1st position in vocal classical interuniversity competition held   at Vidyasagar University and has achieved many other recognitions.

Ayan Mishra has achieved several prizes in cricket. He received award and medal as man of the match in various cricket leagues and matches. He also got award for football match.He too has got several certificates from parliamentary affairs , Govt. of West Bengal for securing positions in various fields like recitation, extempore competition.

Suman Jana has got a part time job in the Indian Railway, food plaza, Kharagpur

Akash Kumar Das is a renowned singer and has won many prizes. He received recognition from famous news papers and also recieved 'sarad samman award' from Sananada for his outstanding performance in vocal music.

Many of our past and present students participate in various competitions held and they do achieve various positions. Many of our students have got opportunities for higher studies in reputed institutions. Some have qualified NET and SET examination . Some are continuing their studies in national institutes. Students actively participate in various competitions held in the college , organized by the NSS unit of the college and they achieve various positions and are awarded with prizes and certificates for the same.

Faculties actively participate in many seminars and conferences. Many of them have completed their PhDs. The faculties have delivered invited lectures in many national and international seminars and conferences. They regularly publish their work in journals and books. Some of the faculties have visited foreign universities and have presented their work in international conferences. Some of the faculties serve as reviewers and/ editorial board members and receive recognition as potential reviewers for several national and international journals.

File Description	Document
Upload Additional information	View Document

3.4.3

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

Response: 14

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

2022-23	2021-22	2020-21	2019-20	2018-19
07	04	0	02	01

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 11

File Description	Document
List of year wise activities and exchange should be provided	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

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

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

Response:

Government General Degree College at Kharagpur-II is a nine years old institution with very humble beginnings.The College has 11 undergraduate Departments. The college has a total strength of 27 extremely competent faculty members. Along with the traditional chalk-and-talk method of teaching, audio-visual aids goes hand-in-hand. This institute contains two smart classrooms. During the trying times of the pandemic, the total teaching-learning process was conducted via different online modes. Teachers also share e-books with the students. A big playground on the college campus motivates the students to be physically fit and makes them engage in more sports-related activities. The faculty of the college encourages students to remain fit. A moderately designed Gymnasium and Sports equipment are available for the students.

This college has 17 classrooms along with a spacious conference hall and a seminar hall. For the students' recreation, the college provides two common rooms of which one is a separate common room for girls.

The campus is helpful for the differently-abled, as it contains handrails, toilets 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 and faculties. This college has zero tolerance for ragging and sexual harassment and as a result, it has separate cells addressing these issues (when and if required). The college encourages students to be better in their co-curricular activities along with their academic interests.

Teaching – learning and ICT – enabled facilities

Some of the rooms of college are endowed with fixed projectors for ICT enabled teaching learning practices. Many departments are also endowed with portable projectors which are regularly used for conducting classes in different classrooms.

The Departments of Physics, Chemistry, Physiology, Zoology, Botany, and Mathematics have their own laboratories with state of the art equipments and elaborate specimen collections.

The Department of Chemistry has 1 Organic Chemistry Laboratory, 1 Inorganic Chemistry Laboratory, 1 Physical Chemistry Laboratory and 1 Instruments room.

The Department of Physiology has a Laboratory where human experimental, biochemistry and Histology works go on.

The Department of Botany has a Microbiology Laboratory and a laboratory cum classrooms.

The Department of Zoology has a wet laboratory and a dry laboratory.

The Department of Mathematics has a laboratory cum classroom where C programming and C++ works go on.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor),Gymnasium, auditorium etc

1. The college regularly hosts various cultural programmes all over the year.

2. The college also regularly organizes annual sports for students and staff at the playground of our college.

3. The departments also regularly host wall magazines featuring the contributions of the students on diverse areas of interest.

4. Apart from these, the senior students also hosts Freshers' Welcome and other cultural activities for junior newly admitted students at their respective departments.

5. Keeping health and hygiene as the topmost priority, the college washrooms are regularly maintained by housekeeping staff.

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

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 65.03

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

2022-23	2021-22	2020-21	2019-20	2018-19
6.028	1.63980	38.56399	29.89399	1.76584

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

4.2 Library as a Learning Resource

4.2.1

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

Response:

The College Library started in the year 2015. Currently it has more than 2667 books. Our College Library system consists of one Central Library. The Central Library is situated at the Ground Floor of college Building with an area of more than 5000 sq. ft. Both open and closed access systems have been maintained simultaneously.The library is extensively used by the faculties and the students.

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

4.3 IT Infrastructure

4.3.1

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

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

Response:

The Mathematics department has a computer laboratory. Currently, the computer laboratory of this department is equipped with ten (10) desktop computers along the printing facilities. Other science departments do not have any specific computer laboratories, but these departments also have desktop computers with printing facilities for their students. Due to the pandemic situation and the lockdown period, it was not possible to purchase new computers for the session 2020-21 and 2021-22.

Apart from the desktop computer, laptop, and printer, zoology department has one portable projector. This projector is not wall mounted to ease the use of the projector by the teachers in their classroom and also to help other departments to use these projectors as and when required.

The college has a BSNL broadband internet connection (Optical Fibre) of 300MBPS. All the computers have internet facilities. Aside from this broadband connection, the college has another backup BSNL broadband connection.

The college has a registered domain for its website, and the information on the website https://ggdckharagpur2.ac.in/default.aspx   is regularly maintained and upgraded regularly by Affinity Infosoft. Apart from this website, the college also has a separate web portal for the student admission process. The entire admission process is conducted in a fully online mode.

File Description	Document
Upload Additional information	View Document

4.3.2

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

Response: 38.67

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

Response: 09

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

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

Response: 7.46

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

2022-23	2021-22	2020-21	2019-20	2018-19
1.68936	1.53823	0.97196	0.79571	3.94122

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

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

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

Response: 61.69

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

2022-23	2021-22	2020-21	2019-20	2018-19
319	244	184	172	134

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

5.1.2

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

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

Response: B. 3 of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document

5.1.3

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

Response: 3.93

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

2022-23	2021-22	2020-21	2019-20	2018-19
67	0	0	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

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

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

Response: B. 3 of the above

File Description	Document
Proof related to Mechanisms for submission of online/offline students' grievances	[View Document](#)
Proof for Implementation of guidelines of statutory/regulatory bodies	[View Document](#)
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2 Student Progression

5.2.1

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

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

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

2022-23	2021-22	2020-21	2019-20	2018-19
95	134	77	82	46

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

5.2.2

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

five years

Response: 0.46

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

2022-23	2021-22	2020-21	2019-20	2018-19
2	0	0	0	0

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

5.3 Student Participation and Activities

5.3.1

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

Response: 2

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

2022-23	2021-22	2020-21	2019-20	2018-19
2	0	0	0	0

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

5.3.2

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

Response: 10.4

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

2022-23	2021-22	2020-21	2019-20	2018-19
14	10	10	9	9

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

5.4 Alumni Engagement

5.4.1

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

Response:

The Alumni Association of Government General Degree College at Kharagpur-II is of immense importance and was formed in 2024 through a resolution taken by the Alumni Committee in the presence of the teachers' council. The process of registering the Alumni association has started. The Alumni Association has been formed with 23 members (approx.). Our alumni were engaged in various streams of higher education such as Master Degree, Bachelor in Nursing etc. Some of our alumni students are continuing Ph.D after passing the SET examination. At our college some of the alumni are continuously participating in various cultural programs such as Basanta Utsab, Freshers' welcome, Agamoni etc. The new students are being motivated by our Alumni in various face to face programs. Our various departments organised their departmental reunion. Our alumni association organised a plantation program in the college campus and they also took initiative in the nature saving awareness program at college.

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

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

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

Response:

The vision of the Institution is to provide value-based Higher education to all. This institution caters to a large number of first-generation learners and meritorious students alike from the remotest parts of the district. This Institution focuses at the holistic development of the students in order to help them gain in-depth knowledge and academic expertise. The purpose of the institution is to provide opportunities for best quality higher education at an affordable cost, especially to the underprivileged section of the remote area. The aim of the institution is making the students self-reliant. The institution attempts to provide such an educational structure that enables the student to view themselves as a part of the global community and achieve complete mastery over technical and communication skills. One of the objectives of the Institution is to inculcate a sense of discipline, ethics, morality, punctuality, sincerity, equality and responsibility in the students. The institution wants to play a beneficial role in the life of the people of the community.

Mission of the Institution is:

- To promote a multilingual and secular co-educational learning facility that is inclusive and supportive of the pursuit of knowledge.
- To provide all necessary support to the students by devising innovative Teaching-learning processes.
- To nurture best qualities among the students and enhance these competencies to enable them to meet the challenges in their chosen field in future.

The governance of this institution bears testimony to its vision and mission at several levels:

The college is administered by the Higher Education Department, Government of West Bengal, where all the appointments, confirmations, promotions and transfers are controlled by the Higher Education department. The college follows a democratic system of governance, where the Officer-In-Charge plays the key role in monitoring overall academic, administrative, financial and all the other activities like NSS after consulting the Teachers' Council and the IQAC. Admission process through online portal, offering scholarships to the students etc. form an integral part of the academic progress of the institution. Keeping in mind the objective of educating under-privileged students at affordable cost, the institution offers various scholarships for the students. Students therefore, have been regular beneficiaries of many scholarship programmes. This institution offers them career counseling for all-round development. In order to decentralize administrative work and ensure participation of each stakeholder, the institution forms various committees which are convened by faculty members of the college. The Teachers' Council, having several academic sub-committees and some administrative sub-committees (framed by

the Officer-In-Charge), function together for the effective management and execution of plans and programmes adopted by the college. The institution follows e-governance systems like HRMS and WBIFMS, online SAR etc. Besides encouraging the teachers to upgrade themselves, the IQAC also plays a significant role in framing and implementing the academic and administrative activities thus ensuring the overall qualitative development of the college. The continuous implementation of green initiatives taken by the institution lead a hand to spread awareness about eco-friendly environment and sustainable development.

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

6.2 Strategy Development and Deployment

6.2.1

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

Response:

The Principal of the College in collaboration with the Coordinator of IQAC, Teachers' Council, and other staff members monitors various academic and administrative activities of the college. Different sub-committees formed by the Teachers' Council help the institution to execute the strategic plans and policies properly. Teachers involves in regular conversation with students and parents to prioritize their needs. The sub-committees, giving utmost importance to the ground reality of the locality, make academic and infrastructural blueprints according to the needs of the students. The Non-teaching staffs help a smooth and systematic functioning of the machinery.

Followings are some of the strategic plans adopted and carried out by the institution :

1. Regular meetings are conducted by the IQAC, the Teachers' Council, the sub-committees and the departments.

2. Teacher-students communication regarding various student-issues.

3. Introduced maintenance of Alumni records.

4. Regular Internal Assessment and continuous Evaluations of the students in each Department.

5. Academic Audit by the Principal with the help of the Coordinator, IQAC is done at regular intervals.

6. Interaction between the Principal and the Head and other faculty members of the departments to decide upon all matters concerning the respective departments also take place.

7. Heads of the Departments monitor the academic and administrative governance of each department on a regular basis.

8. Application for more substantive posts from the State Government.

9. Organization of online and offline seminars for the students by different sub-committees and departments.

10. Arrangement of seminars, webinars and workshops in most of the departments.

11.Organizing Tutorial classes for slow learners.

12. Entering into collaborative ventures such as Teacher Exchange Programme and Student Lecture Series with other institutes.

13. Introduction of Value Added Courses in core and multidisciplinary subjects.

14. Signing Memorandum of Understanding (MOU) with different colleges.

15. Conducting Awareness Programmes on various themes of social importance, and self help to make the students informed and sensitive individuals equipped to face the challenges of the world.

16. NSS activities inculcate students with a strong sense of social commitment towards improving the neighborhood community.

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

6.2.2

Institution implements e-governance in its operations

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

Response: A. All of the above

File Description	Document
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1

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

Response:

Government General Degree College at Kharagpur 2, is a government college under the Higher Education Department, Government of West Bengal. The employees of the institution are entitled to all the welfare schemes that are specially allocated for the bonafide government employees. The West Bengal Health Scheme (WBHS) covers all the teaching staff and only permanent non-teaching staff. 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). The WBHS caters the employees with an insurance policy for medical treatment. This ensures that they can get medical treatment from Government Hospitals, Nursing Homes and Medical Institutions including low-cost medical diagnosis from WBHS-empanelled diagnostic centres. There are two types of facilities – Cashless and reimbursement. Our employees can avail 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). In cases where the treatment costs above Rs. 1,50,000/-, the employee can apply for reimbursement through the online WBHS portal. The dependent family members are also provided medical insurance and they are incorporated as beneficiaries in the WBHS. It also has the provision to obtain medical treatment outside the state as per their need.

The institution has a performance appraisal system for teaching staff. All the teaching faculties are required to fill self-appraisal on a regular basis. The teaching staff are required to write correctly the arrival and departure time, mention the allotted and number of classes taken and briefly state any academic or administrative activities performed during duty hours. This also maintains a record of the number of Casual, Earned and Duty leaves they have taken throughout the month.

The Government has introduced Self Appraisal Report (SAR) for the teaching faculties which is to be filled in through WBIFMS. The Self Appraisal Report is made on the basis of the performance and committee membership of each teaching faculty under the institution. This SAR system is a hierarchical system where the self-appraisal report has been passed through the Reporting officer, the Reviewing officer and the Accepting Authority. The non-teaching staffs need to submit their appraisal to the higher authorities during their confirmation and promotion. The student feedback system is maintained and followed in a regular manner to ensure that quality is maintained in the teaching practices adopted by the institution.

Students are familiarized with the need for filling up feedback forms and every department evaluate the teachers' activities and teaching-learning methods from their own points of view. The highly motivated members of the teaching faculty of our institution are continuously adopting new teaching methods and updating the same based on such evaluations.

The teachers get chance to participate in Orientation Program, Faculty Induction Program, Refreshers Courses, Short Term Courses and Workshop to enrich themselves.

File Description	Document
Upload Additional information	View Document

6.3.2

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

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

6.3.3

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

Response: 32.76

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

2022-23	2021-22	2020-21	2019-20	2018-19
7	16	08	25	01

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

2022-23	2021-22	2020-21	2019-20	2018-19
08	08	08	08	08

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	**View Document**
Institutional data in the prescribed format	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

6.4 Financial Management and Resource Mobilization

6.4.1

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

Response:

The Government General Degree College at Kharagpur-II is completely funded and controlled by the Higher Education Department, Government of West Bengal where the Institution has to submit a proposed annual budget every year for the salaries and other related heads. For the purchase of any kind of equipment, glass goods, chemicals, books and other contingent items the Institution has to place demand to the Higher Education Department, Government of West Bengal. The Government authorities sanction the amounts for salary and for other infrastructural and developmental purposes in a centrally controlled HRMS system that has IFMS for financial management. This institution has a Purchase Committee which floats tenders (paper or e-tender) according to the existing laws of the Government of West Bengal. After floating tenders, the committee compares the quotations. Then the Institution ordered the items in consultation with the Head of the departments to recognize vendors through proper channels. After receiving the items it has to be inserted in the departmental stock registers and submit the bills to the College office for e-payment through IFMS. Generally the Institution utilizes all the sanctioned amounts and submits utilization certificates at the end of the financial year to the Government of West Bengal.

Being a Government Institution, the accounts of this institution are liable to be audited through proper channels. Apart from that, the Institution used to conduct internal audits regularly. This institution recently conducted an external audit from a renowned chartered firm. The audit reports are enclosed herewith.

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

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The foremost aim of IQAC is to develop a system for consistent and sustainable improvement of the academic and administrative performance of the institution. Maintaining and enhancing Quality of an institution is a continuous process, which is supervised by IQAC. This College, being a rural institution, needed an academic outlook and infrastructural blueprint according to its ground reality, without compromising quality teaching and best possible infrastructure. IQAC, with a proper vision, has tried to fulfill this need. IQAC assists the Officer-in-charge to strategize the all round development of the institution. IQAC of the college meets regularly as per NAAC guidelines and takes up issues related to quality assurance.

IQAC takes care of the matters related to the promotions of the teachers under CAS. It also encourages faculty members to attend various training and skill enhancement programmes and courses. It regularly consults with the departments for implementation of better teaching-learning and encourages various value-added and certificate courses for the students as well. In the pandemic situation, IQAC encouraged departments to introduce e-teaching-learning and evaluation processes using various ICT (Information Communication Technology) tools. IQAC reviews methodologies of operations and learning outcomes at regular intervals.

IQAC encourages to sign Memorandum of Understanding (MOU) with different colleges, initiate faculty exchanges and other collaborative programmes.

IQAC, along with NSS Committee, engages in outreach programs, maintaining liaison with local bodies for the promotion and development of the college. As a result of IQAC's continuous supervision, the college has developed a sound academic and administrative ambit and student-friendly atmosphere.

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

6.5.2

Quality assurance initiatives of the institution include:

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

Response: A. Any 4 or more of the above

File Description	Document
NIRF report, AAA report and details on follow up actions	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

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

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

Response:

The purpose of this audit is to verify the implementation and compliance of gender related policies of the university and the government by the concerned institution. Government General Degree College at Kharagpur-II is fully committed to upholding the same. The college ensures that students are trained to respect all genders, support inclusion and sustainable development. The college remains committed to educating, engaging, and instilling the right values among students for furthering national developmental goals. The college's gender policy delineates a set of standards and principles implemented by the institution to guarantee a secure, comprehensive, and fair atmosphere for all individuals, irrespective of their gender identity or expression. Government General Degree College at Kharagpur-II : A brief profile with respect to gender Our institution is committed to equity, equality and quality education for all students irrespective of their gender, race and ethnicity, economic background, caste and creed and sexual orientation. The college is a zero tolerance zone for any kind of sexual harassment. The college has consistently encouraged the admission of female students. Consequently, the institution boasts of a healthy gender ratio within each classroom. It is seen that over 50% of the students are female which is self-explanatory. The location of the college is an advantage for female students, especially from the Kharagpur-Midnapore regions of the district of Paschim Medinipur, West Bengal. A well-equipped Girls Common Room (GCR) is a safe space within a safe space for girl students. There is an equitable distribution of gender in the college NSS teams. There are CCTV cameras in the college covering the entire campus. Students' entry is strictly on the basis of an ID card duly issued by the institution. Girls Common Room is an exclusive space for female students. The Cultural Committee and Students Welfare Committee organize various events throughout the year to sensitize students on gender related issues. These include talks and seminars, awareness camps, movie screenings, workshops and cultural programmes. Sanitary pad vending and disposal machines are installed in the female faculty washroom. Students can raise any complaint of harassment to the Internal Complaints Committee, who deals with each case with utmost confidentiality. The college has a Women's Cell devoted specifically for the development of women. Gender Audit Surveys are regularly conducted by the Women's Cell and relevant actions are taken on the basis of suggestions and recommendations. The college has a Student Grievance Redressal Committee as per UGC Regulations, 2019. Creating awareness on gender issues. The college offers several papers as part of the CBCS curriculum as part of challenging the age-old stereotypes of gender and also to facilitate developing awareness about the struggles that women have historically faced and the resistance that they have heroically offered to forces of patriarchal subjugation and religious tyranny. Students mental health is given a priority in this institution especially after the COVID 19. For the purpose of counseling of students, ***Dr. Gargi Mondal,*** has been roped in as the consultant psychiatrist to the college since 2022.

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

7.1.2

The Institution has facilities and initiatives for

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

Response: B. 3 of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.3

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

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

Response: B. Any 3 of the above

File Description	Document
Policy document on environment and energy usage Certificate from the auditing agency	[View Document](#)
Green audit/environmental audit report from recognized bodies	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.4

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

Response:

To build a nation of youth who are noble in their attitude and morally responsible, and to promote an environment for ethical, cultural, and spiritual values among the students and staff, the college organizes and conducts several activities. To develop social awareness among the students, national and international commemorative days are celebrated on the campus with the initiative and support of the subcommittees. The institution believes that the cultural programmes are meant not only for recreation and amusement but also to generate the feeling of oneness and social harmony.

The institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different castes and religions are studying together. Though the institution has diverse socio-cultural background, we do not entertain any intolerance towards or bias against cultural, regional, linguistic, communal, socio-economic and other diversities. The students of this college also learn these ideals and practice them in life.

Our students along with the teachers and non-teaching staff jointly celebrate the cultural and regional festivals, like teacher's day, Freshers welcome, orientation and farewell program, sensitization events, tree plantation, Women's day, Yoga day, and also festivals like Aagomoni and Basanta Utsab. Expert lectures by eminent persons from the field are arranged for all-round growth of the students, for their personality development and to make them responsible citizens following the constitutional ethos of social and communal harmony and national integration. Besides academic and cultural activities, the institution has built up a gymnasium and also a strong infrastructure for a variety of sports activities for the physical development of the students. In this way the institute's efforts in providing an inclusive environment for everyone.

File Description	Document
Provide Link for Additional information	View Document

7.2 Best Practices

7.2.1

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

Response:

1. Career enrichment beyond classroom: Campus Bazar

Objective: To motivate our students to taste the challenges of self-financing, entrepreneurship and to create opportunity for them to toy with the idea of startups as career prospects.

Context: In this rural college, most of the students hail from agricultural backgrounds. They already have some knowledge of different types of plants, seeds and fertilizers. Some female students are good at making simple household items, accessories for personal use, food items like snacks, jam and pickles. During their interaction with the faculty members, the students have shown interest in monetizing their hobbies, like gardening, handicrafts and cooking. The institution has noted this interest and given them a platform to showcase and sell their handmade efforts.

Practice: Campus Bazar is organized in the college premises by the Placement and Career Counselling Cell. Temporary stalls are put up for the students to sell flowering plants like rose and hibiscus, exotic seeds, houseplants, medicinal plants and nursery items. Students display handmade bangles, earrings, necklaces, chokers, made with biodegradable and recycled materials. Students bring fried items and chaats to sell at the campus bazar. All the participants invest a little amount and take back home some profit as well.

Evidence of success: Motivated by the success of this initiative taken by the institution, some of our students who have passed out, are now engaged in making and selling handmade accessories, some are considering startups in near future. Palash Routh, Shilpa Maji, Sushanta Mishra, Soumen Maity have already started their own catering startup, inspired by the campus bazar.

Remarks: Campus Bazar initiative of the institution has also pushed the motto of Make in India and spread it successfully among the participants.

2. Social Involvement Programme: Diet Surveys

Objective: The Department of Physiology carries out diet surveys to ascertain nutritional and health status of the people in the local communities.

Context: These surveys are an integral part of the community based studies under the Physiology Honors and General courses of undergraduate programmes of Vidyasagar University.

Practice: The students carry out these surveys either in their own families or other families in their immediate neighborhood. They evaluate the excess intake or deficiencies of calories, macronutrients like carbohydrates and proteins as well as micronutrients like iron and calcium. They preferably adopt weighment of raw food methods to conduct these studies. The participants are advised to reduce or increase dietary consumption of the nutrients depending on the findings of these studies. The daily intake observed is compared to the recommended dietary allowances of the nutrients as laid down by the ICMR upon recommendations from NIN of India.

Evidence of success: Till date, the families with obesity cases, anemic members, have benefited a lot from the recommendations after the completion of these surveys. Excess calorie intake or iron deficiency in diets were confirmed through these assessments. Thus, the people participating in the studies were made aware of their imbalanced dietary habits at an early stage where they could take early initiatives like restricting carbohydrates, etc.to control body mass index or BMI and in turn avoid obesity induced

insulin resistance (diabetes) or hypercholesterolemia.

Remarks: Local communities are reached out through these programmes and a healthy community may be ensured as a positive outcome of such surveys.

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

7.3 Institutional Distinctiveness

7.3.1

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

Response:

Priority: Spreading higher education, Ensuring quality education for local students aspiring for higher education, Bridging the gender gap by implementing equity and equality for all, irrespective of their caste, class and creed.

Overview- Our institution has been set up by the Government of W.B only in 2015 with an objective to bring to the students of this rural block the opportunity for acquiring employability by receiving quality education and a B.A/B.Sc degree that will help them in the highly competitive job market waiting for the educated young brigade fresh out of college. The ultimate objective of most of the students of this institution is to be financially independent. Therefore, it becomes the duty of the institution to provide a platform to develop and polish their skills and expertise and prepare them for the workplace. GGDC at Kharagpur-II is fully committed to molding the students as confident and self-reliant individuals with good command over soft skills.

The Process- The institution has undertaken the following methods to fulfil this objective:

1. The *guru-shishya parampara* is a landmark of the Indian knowledge system. The bond between the teacher and the student has always been held in the highest esteem in our culture. The National Education Policy of 2020, theoretically speaking, is an attempt at reviving the traditional with a progressive openness. Our college nurtures a healthy teacher-student relationship which is very much required in today's times that often witness the deterioration of the sacred bond.
2. Attendance – College motivates its students to maintain above 75% attendance by giving them marks for class attendance in the internal assessment examinations, as prescribed by Vidyasagar University. Students are required to maintain 75% positively. Their attendance is regularly displayed at the departmental notice board.
3. Our institution boasts of a healthy teacher-student ratio which ensures smooth and effective dissemination of knowledge and information. That our pupils can communicate with their professors freely and without any inhibition, awkwardness or insecurity has contributed to the

student-friendly environment.

4. The teachers of this institution always go the extra mile to ensure that the students enjoy an easygoing atmosphere within the boundaries of the institution. Some of the students are first generation learners who get all sorts of academic support both inside and outside of their classrooms. The professors are generally accessible over phone and emails during vacations.

5. Assignment- Subject teachers give the students projects and assignments based on concepts to develop their subject specific skills. They need to submit at least 1 assignment per paper in each semester.

6. Participation in Intercollegiate Competitions- Students participate in various national and state level competitions which provide them with exposure and opportunity to assess their potential.

7. Collaboration with other colleges- MOUs have been signed with nearby colleges. Student and Faculty Exchange programmes have been undertaken to increase interaction and participation, thereby creating an ecosystem conducive for learning.

8. Student counseling- Faculty mentors are assigned a number of students to counsel. The objective is to encourage and guide them. The college has also appointed a professional for the psychological counseling of the students since 2022.

9. Tutorial classes for students- Tutorials are conducted every week. Slow learners are identified in every subject on the basis of marks obtained in internal exams. They are especially looked after during the tutorial classes.

10. Talent Hunt through cultural programmes- These are organized frequently and students are encouraged to take part in them and showcase their talents.

11. Participation in College Sports- Annual Sports Meet is organized by the Sports subcommittee every year. Female students are particularly encouraged to take part in various events to inculcate in them the motivation for physical fitness. Students learn sportsman ethics and the need for healthy competitive spirit.

12. Personality development classes- Soft skill classes are part of curriculum to enhance

the personality as well communication skills of the pupils, with an eye to their future employability.

13. Seminars/ Guest lectures / Alumni lectures– They are conducted every semester to develop the interest of the students in career opportunities and higher education. An expert talk is arranged every year during the Students Week to give the students a glimpse of the career options they have after completing their graduation from this institution.

14. Research and development- In the last five years, the Institute has collectively produced more than 50 original research publications in journals of national and international repute. The faculty members have also published many books and book-chapters.

Evidence of Success:

Teachers of this college know their students by name so that the students can feel the warmth emanating from their teachers who, as a result, never shy away from interacting with them in order to give them the support they need in order to impart effective instructions.

• This college offers Undergraduate degrees. Many of our students choose to pursue higher studies despite their socio-cultural challenges. This indicates the institution's success in the spreading of interest in academics.

• Percentage of students placed in different private and public sector jobs is rising if we consider the fact that the college has only been established in the academic year 2015-16.

• Higher Education- Students are selected for prestigious institutions like Calcutta University for Masters in English, Bankura University for PhD in Bengali.

• Students have qualified various state/national/ international level examinations during the last five years. It includes GATE/NET/SET etc.

Students have received awards for outstanding performance in sports and cultural activities at university, state and national during the last five years.

Students have been involved in startups. To encourage them to start their own financial ventures, a campus bazar has been organized where the students display their handicrafts. Both students and faculty members came together in support of the event that gave the students a taste of selling their own handmade items and enjoying the whole process. Some female students are making and dealing in handmade accessories. They also take part in exhibition-cum-sale events. Students hailing from agricultural families are also engaged in small-scale businesses of plants and seeds.

File Description	Document
Any other relevant information	[View Document](#)

5. CONCLUSION

Additional Information :

The journey of Government General Degree College from 2015 till date is really challenging. The number of teachers and students are increasing in each session. It has become one of the most important higher educational institutions in Medinipore district, West Bengal. The number of programmes offered has been in accordance with the need of the students, and the students are obtaining Graduation Degree with high marks.

Our thrust area in the near future will be

1) New buildings and new class rooms need to be set up.

2) More departments like Microbiology, Economics, Geography should be introduced keeping in mind the current demand.

3) More add on courses and vocational training should be offered.

4) More sports and games facilities should be procured.

5) It is a Government college and has budget restrictions, yet the library should be more developed.

6) The water-body and the surrounding greenery should be well maintained.

7) Eminent teachers from different disciplines should be invited to give special lectures.

8) More active MoUs need to be done.

Concluding Remarks :

Government General Degree College has 11 Departments and 27 faculty members. It is affiliated to Vidyasagar University. Students of this institution are satisfied with the teaching process and syllabus completion.

This college has a transparent admission and examination system. It promotes interdisciplinary learning. It is a campus with zero tolerance for ragging, smoking and taking alcohol.

This college has already a number of active MoU with other colleges and organizes programmes like faculty exchange, student exchange, research collaboration and resource sharing.

 This campus has 17 classrooms for the students, 2 smart classrooms and equipped laboratories for the Science Departments. Most of the students here receive scholarships. There are10 computers in the Mathematics laboratory, which the students can access easily. The office has E-governance systems like WBFIMS and HRMS.

The Officer-in charge, the IQAC, Teacher's Council Secretary, Teaching faculties take active part in the holistic development of the students.

The Officer-in-Charge, the teaching faculties try their level best to make development of the college in every aspect so that the best possible facilities can be provided to the students.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
3.2.2	*Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years* 3.2.2.1. **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years** Answer before DVV Verification: 	2022-23	2021-22	2020-21	2019-20	2018-19
---	---	---	---	---
7	17	2	1	1 | Answer After DVV Verification : | 2022-23	2021-22	2020-21	2019-20	2018-19
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07	17	01	02	01	 Remark : Input edited from supporting documents as per the supporting documents provided by HEI for clarification.
3.3.2	**Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years** 3.3.2.1. **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years** Answer before DVV Verification: 	2022-23	2021-22	2020-21	2019-20	2018-19
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2	8	4	4	2 | Answer After DVV Verification : | 2022-23	2021-22	2020-21	2019-20	2018-19
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2	07	4	4	2	 Remark : Without ISBN number the claim will not be considered, Hence input edited accordingly.
3.4.3	*Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.* 3.4.3.1. **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
27	17	4	11	10

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
07	04	0	02	01

Remark : Days celebrations like Yoga day, Women's day etc., and events conducted for the benefit of their own students will not be considered in this metric, Hence input edited accordingly as per the photographs justifying the programs.

3.5.1	*Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.* Answer before DVV Verification : Answer After DVV Verification :11 Remark : Input edited as per the activities conducted under each MoU in assessment period.
4.3.2	**Student – Computer ratio (Data for the latest completed academic year)** 4.3.2.1. **Number of computers available for students usage during the latest completed academic year:** Answer before DVV Verification : 12 Answer after DVV Verification: 09 Remark : The computers for office and faculty use will not be considered, Hence input edited accordingly.
5.1.2	*Following capacity development and skills enhancement activities are organised for improving students' capability* *1. Soft skills* *2. Language and communication skills* *3. Life skills (Yoga, physical fitness, health and hygiene)* *4. ICT/computing skills* Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. 3 of the above
5.1.3	**Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years** 5.1.3.1. **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
42	55	0	0	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
67	0	0	0	0

Remark : Input edited as per the documents provided by HEI for clarification.

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

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

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

Remark : As per the documents provided by HEI, considering the option 1,3 and 4.

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
3	0	0	1	5

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
2	0	0	0	0

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

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

Answer before DVV Verification:

06-09-2024 08:43:30

2022-23	2021-22	2020-21	2019-20	2018-19
15	10	10	9	9

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
14	10	10	9	9

Remark : Events cannot be split into activities, it will considered as one only, Hence input edited accordingly.

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
7	18	10	6	3

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
7	16	08	25	01

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
08	08	08	08	08

7.1.2	**The Institution has facilities and initiatives for**

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

	Answer before DVV Verification : A. 4 or All of the above Answer After DVV Verification: B. 3 of the above Remark : As per the documents provided by HEI, considering the option 2,4 and 5.
7.1.3	**Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following** 1. **Green audit / Environment audit** 2. **Energy audit** 3. **Clean and green campus initiatives** 4. **Beyond the campus environmental promotion activities** Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. Any 3 of the above Remark : As per the documents provided by HEI, considering the option 1,3 and 4.

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of students year wise during the last five years** Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
348	347	352	327	334

Answer After DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
348	347	352	326	334

ID	Extended Questions
2.1	**Number of teaching staff / full time teachers during the last five years (Without repeat count):** Answer before DVV Verification : 32 Answer after DVV Verification : 31
3.1	**Expenditure excluding salary component year wise during the last five years (INR in lakhs)** Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
32.72369	25.81787	48.21053	50.45930	17.71035

Answer After DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
15.61	8.43	44.11	40.06	11.57