



YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	NETAJI NAGAR COLLEGE
• Name of the Head of the institution	DR AMRITA DUTTA
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	8583805567
• Mobile No:	9836361214
• Registered e-mail	netajinagarcollege@rediffmail.com
• Alternate e-mail	netajinagarcollege1967@gmail.com
• Address	170/436, Netaji Subhas Chandra Bose Road, Regent Estate, Kolkata
• City/Town	Kolkata
• State/UT	West Bengal
• Pin Code	700092
2.Institutional status	
• Affiliated / Constitution Colleges	AFFILIATED
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Grants-in aid
• Name of the Affiliating University	UNIVERSITY OF CALCUTTA
• Name of the IQAC Coordinator	Dr. Agnimitra Ghosh
• Phone No.	9432064780
• Alternate phone No.	9432304780
• Mobile	9432064780
• IQAC e-mail address	agnimitranaac@gmail.com
• Alternate e-mail address	agnimitra780.ghosh@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.netajinagarcollege.ac.in/allupload/AQAR(2022-23).pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.netajinagarcollege.ac.in/allupload/IQAC-ACADEMIC-CALENDAR-2023-24.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C++	67.2	2007	31/03/2007	31/03/2012
Cycle 2	B+	2.55	2016	05/11/2016	04/11/2021
Cycle 3	B	2.50	2023	14/09/2023	13/09/2028

6.Date of Establishment of IQAC

28/07/2009

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Faculty	Minor Research Project	ICSSR	2023-24	503700

8. Whether composition of IQAC as per latest NAAC guidelines	Yes	
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9. No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
<ul style="list-style-type: none"> • IQAC has started working for 4th cycle NAAC accreditation. 		
<ul style="list-style-type: none"> • Encourage the faculty members to participate in national, international conferences and seminars, workshops, short term courses and motivate them for research activities. 		
<ul style="list-style-type: none"> • The IQAC has successfully coordinated the CAS promotional process for three teachers. 		
<ul style="list-style-type: none"> • Monitoring the performance of the teaching learning activities and maintaining the quality. 		
<ul style="list-style-type: none"> • IQAC has implemented the Curriculum and Credit Framework (CCF) system in undergraduate programmes in the Academic year 2023 as per the recommendations of the National Education Policy 2020. 		
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
<p>To encourage collaborative activities with other institutions:</p>	<p>During the year, two MoU were signed with two colleges for organizing various joint activities such as faculty exchange programs, seminar etc.</p>
<p>Introducing of Staff Benefit Fund (SBF) for College Payee Non-Teaching Staff</p>	<p>College has introduced Staff Benefit for College Payee Non-Teaching Staff Fund Keeping in mind their future benefits.</p>
<p>Plan for the contraction of studio for the Department of Journalism & Mass Communication</p>	<p>During this year a studio is planned to be built this year and the construction work is nearing completion.</p>
<p>Installation of solar system on college campus</p>	<p>Installed on Solar System on the roof of the college.</p>
<p>Appointment of Visiting Professors for the Department of Education & Economics</p>	<p>For the convenience of the students two visiting faculty have been appointed one for the Department of Economics and the other for the Department of Education.</p>
<p>Appointment of College Paid Non-Teaching Staff for the College Office</p>	<p>Two visiting Non-Teaching Staffs have been appointed to reduce the workload of the office and for the convenience of the students.</p>
<p>While taking preparations for the 3rd cycle of NAAC accreditation we had identified different areas where we could further excel and also the areas where we had fared reasonably well. In the next academic session the IQAC aims at taking appropriate initiatives and logical steps. In areas where there is scope of further improvement and also adequate major to ensure sustainable growth of those ventures where</p>	<p>Our experience from the preparation for the 3rd cycle of accreditation, we have identified some areas (like introduction of more Certificate courses by the Departments, signing of new MOUs, undertaking more extension activities) and necessary initiatives are being taken at larger pace. Curriculum and Credit Framework (CCF) system has been introduced as per the recommendations of the NEP, 2020.</p>

<p>we had fared reasonably well. In order to achieve these of more systematic and outcome-oriented roadmap with due emphasis on implementation of what has been outlined in the National Education Policy 2020.</p>	
<p>13. Whether the AQAR was placed before statutory body?</p>	<p>Yes</p>
<ul style="list-style-type: none"> • Name of the statutory body 	
<p>Name</p>	<p>Date of meeting(s)</p>
<p>Governing Body</p>	<p>16/12/2024</p>
<p>14. Whether institutional data submitted to AISHE</p>	
<p>Year</p>	<p>Date of Submission</p>
<p>2023-24</p>	<p>08/01/2025</p>
<p>15. Multidisciplinary / interdisciplinary</p>	
<p>Netaji Nagar College adheres closely to the rules and regulations set forth by the University of Calcutta. The affiliating university has included interdisciplinary and multidisciplinary subjects into its curriculum with students pursuing AECC in their B.A., B.Sc. and B.Com. degrees in order to provide a holistic education. In addition to the fields they have selected, students can opt any generic elective offered by the departments. Students receive additional multidisciplinary exposure through college-level orientation programs, invited lectures and conferences, seminars, and special talks coordinated across departments. AS per the requirements of NEP, 2020 CCF programme is going to be introduced from the ensuing academic session (2023-24) under which extensive exposure has been given in the proposed syllabi in order to implement multidisciplinary flavour.</p>	
<p>16. Academic bank of credits (ABC):</p>	
<p>The College is an undergraduate institution affiliated to the University of Calcutta as has already been mentioned. Instructors from the same or separate colleges assign numbers to the students in examinations that are administered centrally by the affiliated</p>	

institution at the end of the semester. The university retains ownership of the final grades and credits, which are given to the concerned students in the award lists. Consequently, the College does not yet have authority over awarding credit to the students. As per the requirements under CCF Programme the affiliating university is also mulling to provide the facilities of the ABC system to the students.

17.Skill development:

The new CCF regime has given unprecedented stress to enhancement of skills cutting across all disciplines with a view to ensuring that every student no matter whatever programme he/she has enrolled is compulsorily exposed to every possible way of skill development which will subsequently brighten up his scope of employability in future. Almost all the Undergraduate Board of Studies have formulated syllabus and guidelines for their respective disciplines in their Skill Enhancement Course syllabus for every semester. Here the institution puts those guidelines into practice and every department of the college ensures that the students of their respective subjects do strictly practise their respective SEC courses.

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

So far as Indian languages are concerned, the institution provides Bachelor's courses, both Major and Minor in the Bengali language. Students studying Bengali language and literature are encouraged to visit historical sites that will effectively supplement what they are taught within the confines of the four walls of the classroom. Visits to museums and places of cultural and literary significance are arranged for them so that they get to know local and regional culture and so on and so forth. Every year the institution religiously arranges the International Mother Language Day on the 21st of February. Besides this, Rabindranath Tagore's birthday and the day of his passing away are observed in a proper manner. Musical soirees are arranged on these two occasions. Both students and teachers, even on occasions the non-teaching staff participate in these programmes that are aimed at familiarising the students with the monumental contribution of Tagore to world literature and music. Some of the teachers can speak other Indian languages too, say for example, Hindi and Nepali. This obviously helps in communicating with students coming from other provinces.

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

At the beginning of every academic session the institution takes

certain well planned efforts to give each and every student a fair idea as to what the course and programme he/she has chosen actually unfolds for him/her in the not too distant future, and finally at the end of all semesters where he/she will likely to be in terms of getting employment. So the distribution of the COPO at the very outset indeed creates a comfort zone as it were, for the new entrant to a particular course or programme. He/she can accordingly decide if he/she will be comfortable with the Course or the Programme or not.

20.Distance education/online education:

To ensure that students who are the most important stake holders in the institution reap harvest as it were, from the available technology we had long back initiated innovative practices. The Pandemic had thrown all possible challenges at us since every academic activity had come to a grinding halt and classes could not take place. We were perhaps one of the pioneers who overnight decided to switch over to online teaching so that not a single day was wasted. Since then we have been very consciously using the 'hybrid mode' of teaching. Many seminars too have been arranged online apart from other online interaction with the students during this academic session.

Extended Profile

1.Programme

1.1	14
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	761
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	458
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Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description	Documents	
Data Template	View File	
2.3		192
Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	View File	
3.Academic		
3.1		28
Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2		40
Number of Sanctioned posts during the year		
File Description	Documents	
Data Template	View File	
4.Institution		
4.1		22
Total number of Classrooms and Seminar halls		
4.2		37,56,636.65/-
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		48
Total number of computers on campus for academic purposes		
Part B		
CURRICULAR ASPECTS		

1.1 - Curricular Planning and Implementation

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

Curriculum planning is conducted through preparation of Overall Institutional Academic Calendar by the IQAC and Departmental Academic Calendar by each department Detailed Lesson Plan (DLP) on their assigned subjects and topics. Students are encouraged to participate in Group Discussion, Quiz, Board work, MCQ, Poster Presentation on the topics discussed by teacher. Slow learner Identification Test for newly admitted students is arranged by departments and Special Bridge Course classes are organised before normal class hours for students identified as slow learners Mentor-Mentee Programme is another initiative followed by most of the departments.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.netajinagarcollege.ac.in/allupload/61983_300125063533_CRITERION.pdf

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

Departments/Teachers on their own initiative conduct Periodical class test, Open Text Book Examination, Home Assignment submission and taking classes through Google Class- room. CIA is also undertaken by considering the quality of performance of students in different initiatives like publication of Departmental Wall Magazine, Departmental Newsletter, Students' Seminar, Industry Visit and Internship Programme. Feedback is sought periodically from different stakeholders of the institution. Subsequently feedback reports are analysed in the departments and IQAC followed by review all those appraisals in the Governing Body of the college.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.netajinagarcollege.ac.in/allupload/46159_170125054953_1.1.2_CIA.pdf

<p>1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University</p>	<p>C. Any 2 of the above</p>								
<table border="1"> <thead> <tr> <th data-bbox="86 660 541 712">File Description</th> <th data-bbox="549 660 1471 712">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 723 541 891">Details of participation of teachers in various bodies/activities provided as a response to the metric</td> <td data-bbox="549 723 1471 891" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 902 541 952">Any additional information</td> <td data-bbox="549 902 1471 952" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Details of participation of teachers in various bodies/activities provided as a response to the metric	View File	Any additional information	View File			
File Description	Documents								
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File								
Any additional information	View File								
<p>1.2 - Academic Flexibility</p>									
<p>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p>									
<p>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</p>									
<p>10</p>									
<table border="1"> <thead> <tr> <th data-bbox="86 1312 541 1364">File Description</th> <th data-bbox="549 1312 1471 1364">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1375 541 1431">Any additional information</td> <td data-bbox="549 1375 1471 1431" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 1442 541 1532">Minutes of relevant Academic Council/ BOS meetings</td> <td data-bbox="549 1442 1471 1532" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 1543 541 1635">Institutional data in prescribed format (Data Template)</td> <td data-bbox="549 1543 1471 1635" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	View File	Minutes of relevant Academic Council/ BOS meetings	View File	Institutional data in prescribed format (Data Template)	View File	
File Description	Documents								
Any additional information	View File								
Minutes of relevant Academic Council/ BOS meetings	View File								
Institutional data in prescribed format (Data Template)	View File								
<p>1.2.2 - Number of Add on /Certificate programs offered during the year</p>									
<p>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</p>									
<p>00</p>									

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

00

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

00

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Professional Ethics The institution has a clear Code of Conduct to make the students, teaching and non-teaching staff aware of professional behaviour. Also subject like Business Ethics is included in B. Com Course. **Gender** The institution plays vital role to promote the issue of Gender sensitization by organising seminars, awareness programmes, expert talks through NSS, Women Cell etc. **Human Values** The institution has taken several steps to create the sensitivity for human values among the learners through observation of 1) National Youth Day, 2) World Aids Day. 3) National Constitution Day and Two books (ISBN) were published by the College, one on Raja Rammohan Roy, and the other on Michael Madhusudan Dutta. Under the new Curriculum and Credit Framework (CCF) Syllabus introduced by the University of Calcutta, "Value oriented Life Skill Education" paper is taught to the second-semester undergraduate students. **Environment and Sustainability** "Environmental Studies" under the CBCS syllabus, is available to second-semester

undergraduate students. Under the new CCF Syllabus introduced by the University of Calcutta, "Environmental Studies" have been made a compulsory paper for B.A, B.Sc, B.Com, second-semester undergraduate students and is taught in our College. Different departments and NSS Unit are conducting different activities related to environmental issues like World Environment Day. Encouraging students and staff to commute to the college using their bicycle to make the college a pollution free zone maintaining a non-biodegradable waste (e-waste) disposal box to dispose of e-wastes and subsequent recycling of such wastes through agencies.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

04

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

68

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.netajinagarcollege.ac.in/allupload/5294_220125063744_feedback(2).pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

831

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

58

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The tests to identify "slow learners" and "advanced learners" from newly admitted students are conducted at the beginning of every academic session followed by Bridge course to close the learning gap. Providing Study materials and assignments, conduct of Remedial classes, Counseling of students, both by teachers and mentors, Inspirational and motivational lectures go hand in hand. Concurrent measures are taken for the advanced learners. For holistic development of the students, they are encouraged to organize/participate in students' seminars, quiz competitions and also publish wall, hand written and e- magazines. Debates are also organized. Inspiring them to participate in various symposia, inter/intra institutional competitions, projects work are regularly done. Selected students are sent for Internship programmes.

File Description	Documents
Link for additional Information	https://www.netajinagarcollege.ac.in/allupload/29537_110125123442_221(L)%20(1).pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
761	28

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Experiential Learning Skill Development: Student's Seminars and Group Discussion are regularly held. In Seminars students are encouraged to use LCD Projector for Power Point Presentation. Moreover Study/Industry Tours, Field Trips are routinely organized. 'Open Text Book Examinations', 'Peer Evaluation of answer scripts' and Internship Programmes are arranged by the departments to enhance learning experiences. Exposures to e-learning facilities are also made. Book Fair is held in the College premises annually. Departments publish Wall Magazines, e-magazines and encourage students' participation in debates, essay/quiz competitions. Value Education Programmes conducted by the College are significant part of overall development of the students. For better participation and learning facilitation, Uploading of E-content, study materials and lectures are done digitally. Outreach Programme on Karate Training is also conducted. Mentor-Mentee arrangement is a vital part of counseling the students on a day-to-day basis. Assignment distribution and subsequent assessment of them by teachers, MCQ framing by students followed by checking those MCQs by teachers are routinely done. Reflective method is used to evaluate students' level of understanding topics and subsequently it is discussed by teachers in the class.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.netajinagarcollege.ac.in/allupload/81995_120125091457_2.3.1.pdf

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

Faculties of different departments use various ICT techniques in taking classes and for other academic services to students as described below: Computers (both laptops and desktops), projectors, mobile phones and other IT-tools Google-meet, Zoom, and Stream-Yard PPTs, video and audio clippings are uploaded in the college website. Study materials are distributed through college website and WhatsApp group of individual departments.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.netajinagarcollege.ac.in/allupload/43695_110125093123_2.3.2.pdf

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

2.3.3.1 - Number of mentors

22

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

28

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

11

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

449

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

2.5 - Evaluation Process and Reforms

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

As per the regulatory requirements of the affiliating university all departments conduct internal assessment of their students. This internal assessment examination is conducted through MCQ test, project work, viva voce etc Marks for attendance is also awarded for students enrolled under CBCS, as part of Internal Assessment. Total marks obtained by the students in internal assessments are uploaded on the portal of the affiliating university. To qualify in theoretical examination in the final semester examination on a particular subject a student has to score minimum marks separately in the internal assessment along with stipulated minimum marks in the theoretical examination. Apart from that, under the guidelines of the IQAC different departments follow the under mentioned procedures:

- Review by teachers of MCQs framed by students
- Assignment distribution
- Group Discussion
- Course evaluation by the teacher in order to assess students' level of understanding.
- Subject related Quiz Programmes.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.netajinagarcollege.ac.in/allupload/16872_110125113439_251(L).pdf

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

The internal assessment examination in the College is conducted in an extremely transparent manner, where merit and performance are the only consideration. Assignments, once they are checked by the teachers are returned to the concerned student with comments attached to them for necessary follow up action by the latter. Post Publication Review/Scrutiny: The Head of the Institution and the respective departmental heads take pertinent actions according to the guidelines set by the parent university in this regard. A scientific approach to grievance redressal is in place. Continuous follow up is done by the institution to take care of any grievance. The institution provides all kind of official and administrative support to students for redressal of their grievances. Students engaged in vocational pursuits are accorded special consideration by allotting them revised exam schedule (in strict adherence to the affiliating university norms) if they fail to write their internal exams at the first chance offered by the institution.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.netajinagarcollege.ac.in/allupload/35994_110125113644_252(L).pdf

2.6 - Student Performance and Learning Outcomes

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

Departments prepare COPOs on courses and programmes offered by the college. They are displayed on the official website of the institution. From the day of commencement of classes, departments take necessary steps to impress upon the students the possible outcomes of the course and programme they have enrolled. Departments organize Orientation Programmes for the newly admitted students at the beginning of the session. In such programmes the purpose of the COPOs are explained explicitly to them. Departments distribute hardcopies of the COPOs to their respective students and also put them on the institutional website. The faculties firmly believe that unless and until the meaning and the purpose of the COPOs is properly understood by the students they can't be motivated to work on them as it were, least of all to attain the stated goals of the COPOs. Internship Programme organized by Journalism do actually in some way supplement the spirit of the COPO and gives a clear idea to the students about the promise the courses and the programmes hold for them in future.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.netajinagarcollege.ac.in/allupload/57918_110125113801_261(L).pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

In the absence of a scientific technique to assess COPO accomplishment the following initiatives are considered to assess how far various objectives stated in COPOs have been attained:
Review and analysis of results of students in different Semester

Examinations conducted by the affiliating university; Performances of students in separate Semester Examination are considered for reviewing attainment of COs, vis-a-vis Programme result, after adding up the results of all semesters, is analyzed for evaluating PO attainment; moreover, performance of students in different internal evaluations is also examined as a process of COPO evaluation; Evaluation of attainment of COPO particularly set for advanced learners is made through their performances in Students' Seminars, contribution in wall magazine, departmental publications, participation in Group Discussion and their selection in Internship programme arranged by the department; Different departments, IQAC and Governing Body analyze different feedbacks reports collected from students and this practice can also be stated as a method of evaluating COPO attainment. IQAC has prescribed a methodology for tracking our alumni progression.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.netajinagarcollege.ac.in/allupload/97254_110125113935_262(L).pdf

2.6.3 - Pass percentage of Students during the year

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

149

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.netajinagarcollege.ac.in/allupload/92881_110125114100_263(L).pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

[https://www.netajinagarcollege.ac.in/allupload/50258_110125114207_271\(L\).pdf](https://www.netajinagarcollege.ac.in/allupload/50258_110125114207_271(L).pdf)

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

01

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.netajinagarcollege.ac.in/allupload/34888_180125055723_3.1.2.pdf

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

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

the year

18

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

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

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

19

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

46

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

To raise students' awareness regarding social concerns, that influence their overall growth, the following initiatives have been carried out in collaboration with the college's NSS unit:

Extension Activities:

- Meri Maati Mera Desh
- Azadi Ka Amrit Mahotsav
- NSS Day Celebration
- Dengue Awareness Programme
- Swachh Bharat Abhiyan
- Celebration of Constitution Day
- World AIDS Day
- Fire Service Programme
- Health Awareness Programme
- National Youth Day
- International Women's Day
- Voter Awareness Campaign
- Special Camp Programme
- Students' Week Celebration

File Description	Documents
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/25786_180125071537_Students'_extension_activities_23-24_(1)_1).pdf
Upload any additional information	View File

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

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

00

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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

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

13

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

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

510

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

01

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

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

02

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Netaji Nagar College offers a robust infrastructure and comprehensive facilities to enhance the educational experience for its students.

- The five-storey building comprises 19 well-ventilated classrooms, providing a conducive environment for learning.
- The institution is set to expand further with the proposed construction of a three-storied building under RUSA 2.0.
- State-of-the-art facilities include well-equipped laboratories for the Journalism and Mass Communication (JMC) and Geography departments, along with smart classrooms and a dedicated computer centre featuring 40 computers and limited WiFi

access.

- The college's library is a treasure trove with 16,420 books, 21 periodicals, and access to INFLIBNET and N List, facilitating extensive research and academic exploration.
- Infrastructure essentials such as purified water, generator backup, and separate common rooms for girls and boys with games facilities contribute to a secure and comfortable environment.
- The campus is equipped with CCTV surveillance, vending machines, and fire extinguishers to ensure safety.
- Beyond academics, the college promotes holistic development with karate and yoga classes, fostering self-improvement among students.
- Cultural programs are enriched by musical instruments acquired under the RUSA 2.0 scheme, providing a vibrant platform for artistic expression and community engagement.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/2115_200125072628_43541_40_1737376112.pdf

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

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

- Netaji Nagar College boasts a diverse array of facilities aimed at fostering a well-rounded educational experience for its students.
- The campus features a dedicated playground for outdoor games, providing ample space for sports enthusiasts.
- Indoor gaming facilities include options like carom, chess, and table tennis, catering to a variety of interests.
- The institution prioritizes sports with a proper sports subcommittee and an adequate annual budget, ensuring the promotion of physical activities.
- To enhance self-improvement, the college offers karate and yoga classes, contributing to the overall well-being of students.
- The dynamic NSS unit plays a pivotal role in community engagement and service activities. Additionally, the college

is a hub of intellectual discourse, organizing regular seminars, debates, and various inter and intra-college activities, creating a vibrant academic atmosphere that extends beyond the classroom.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/20505_200125073724_4.1.2.pdf

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

22

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

05

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/4967_200125073918_4.1.3.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

6,03,580/

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Library is partially automated using ILMS KOHA Name of ILMS Software: KOHA Nature of automation (fully or Partially):

Partially Version: 21st. Year of Automation: 2016

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.netajinagarcollege.ac.in/allupload/55855_200125074512_43541_44_1737378842.pdf

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

D. Any 1 of the above

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

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

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

83716/

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

20

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Netaji Nagar College prioritizes cutting-edge IT facilities to streamline administrative processes and enrich the learning environment for its students

- The college facilitates online admission, registration, form fill up and semester question access through its user-friendly website, enhancing efficiency and accessibility.
- The infrastructure includes five smart classrooms and five overhead projectors, fostering interactive and engaging learning experiences.
- A robust computing environment comprises 5 laptops, 40 desktops equipped with proper internet connectivity and antivirus protection, ensuring a secure and seamless digital experience. Additionally, the IT setup encompasses nine printers and four scanners for academic and administrative purposes.
- The campus offers special Wi-Fi zones to cater to the connectivity needs of students and faculty.
- The modern library is a tech-savvy hub, featuring the latest

version of KOHA for efficient cataloguing, bar-coded books for easy tracking, and access to OPAC, IFLIBNET, and N-List.

- With more than 16 thousand books and 21 periodicals, the library stands as a digital repository, enriching the academic journey at Netaji Nagar College.
- CCTV and Fire extinguishers available.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/27559_210125065136_4_compressed.pdf

4.3.2 - Number of Computers

48

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

21,44,542.65/

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Netaji Nagar College has implemented robust systems to effectively maintain and utilize its shared facilities and infrastructures

- The collaborative use of the building with Netaji Nagar Day College is facilitated by a Common Coordination Committee, which addresses shared expenses and works within established norms and rules.
- For procurement processes, the college adheres to transparent practices, inviting tenders and quotations to ensure fair and competitive selection.
- To guarantee the seamless functioning of IT facilities and water purifiers, the institution employs Annual Maintenance Contracts (AMCs).
- Additionally, the college secures government grants in accordance with specific governmental protocols, enabling the timely infusion of funds for infrastructure development and maintenance.
- These systematic approaches ensure that Netaji Nagar College operates efficiently, utilizing its facilities judiciously and maintaining a conducive environment for academic excellence.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/12511_210125090504_photos_merged_compressed.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

114

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

40

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

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

D. 1 of the above

File Description	Documents
Link to institutional website	https://www.netajinagarcollege.ac.in/allupload/40373_220125070907_43541_55_1737183760.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

106

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

106

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

15

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

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

5.2.2.1 - Number of outgoing student progression to higher education

23

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

examinations) during the year

00

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

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

00

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

In course of running different academic and administrative activities, the college authority gives due emphasis in ensuring the representation of students in different statutory bodies and sub-committees. It is further to be mentioned that while constituting the statutory bodies the representation of students is adhered to as per different norms laid down in the guidelines for constituting such statutory bodies. Regarding representation of students in different sub-committees constituted under the Teachers' Council of the College, as approved by the Governing Body, students' representation is ensured in almost all subcommittees. While

convening meeting of all statutory bodies and different sub-committees under the Teachers' Council of the college, students' representatives are informed well in advance through formal notice and in course of such meeting students give their opinion as to how a particular academic and extra-curricular initiatives should be arranged keeping in view the specific interest of the students. The Students' Union of the college always offers active and sincere cooperation to the college authority in undertaking all types of academic and other student oriented initiatives in an effective manner.

File Description	Documents
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/16021_220125072515_43541_62_1737183935.pdf
Upload any additional information	View File

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

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

09

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

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

The institution has a registered alumni association with a formal body to undertake different activities. The association has

considered some primary proposals regarding financial contribution from registered members and some members have already started contributing in the Alumni fund. The IQAC has suggested a detailed guidelines regarding maintenance of alumni records by various departments, their progression and keeping continuous communication with them. Before constituting the Registered Alumni Association, different departments of our college were undertaking initiatives with their respective ex-students in their individual capacity during the past few years. All departments regularly arrange Ex-students seminar inviting successful alumni and try to create encouragement among our existing students by showcasing success stories of those alumnus in such seminars. In addition, some departments arrange annual alumni meet and informal alumni meeting have also been organized several times in our college. After formation of the Registered Alumni Association the formal body is initiating to undertake different activities in a planned manner with a view to act as a bridge between the college administration, its existing students and the ex-students. Various departments of the college are also maintaining detailed information about their ex-students, their progression following the modalities suggested by the IQAC.

File Description	Documents
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/75449_220125073249_43541_65_1736960682.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Stated Mission:

- To sustain the tradition of providing higher education to the wards of the common people of the locality etc.

Initiatives :

- Free ship to financially weak students
- Instilling value system in the students
- Providing higher education to those who are otherwise engaged in the daytime.

Stated Mission :

- To be a forward looking institution with efficient, resilient, student-friendly and dedicated staff and to inculcate value system in the students Initiatives :
- A decentralized approach that promotes participative governance has ensured a dedicated staff who attend to all issues related to the overall welfare of the students.
- Volunteering speedy redressal of grievances of students
- The institution has regularly organized seminars

Stated Mission :

- To give opportunities of higher education to the students who are otherwise engaged during the day time
- To create an ideal academic environment etc.

Initiatives :

- Internship programme
- COPO
- Mentoring system
- Feedback from stakeholders
- Teacher, student exchange programme
- Outreach programme
- Bridge course for Slow learners
- Seminar presentation by students
- Use of ICT enabled teaching methods

File Description	Documents
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/63721_200125104711_6.1.1.pdf
Upload any additional information	View File

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

The Principal is the administrative head of the institution. The institute has decentralized management in order to ensure efficient administration and appropriate execution of academic activities. In cooperation with the Bursar, Accountant, Cashier, and HODs, the Principal oversees the institution. The administrative and financial decision is made by the Governing Body of the College. The IQAC along with the academic Subcommittee monitors the teaching and learning process of the college. Staff members are appointed for various administrative positions like Bursar, HoDs, Coordinators, Members of Governing Body, IQAC, Academic Sub Committee, Finance Committee, ICC and various other subcommittees. The staff of the college are therefore involved in the decision-making process over various platforms.

File Description	Documents
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/81724_270125060907_43541_67_1737906480.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Netaji Nagar College prepares targets and plans based on a number of meetings of the college's various committees. Few selected perspective plans, effectively deployed in the Academic Year 2023-24 are as follows:

- IQAC makes Academic Calendar for all departments and sub-committees for organizing various activities such as seminars, webinars, workshops, conferences, and days of national importance and ensures its compliance.

- It also makes Lesson plan for departments
- College has anti-ragging and grievance redressal cells to prevent ragging and other harassment, and to create a safe and supportive environment for students.
- College signs MoUs with different Social organizations to encourage the students to participate in extension work, community engagement and Community Outreach activities and to grow environmental awareness among the students.
- Student admission and payment of fees are managed with the help of ERP software.
- A college's scholarship sub-committee reviews scholarship applications, makes recommendations, and educates students about scholarship opportunities.
- College NSS Unit of the college organize different awareness programmes to create a social awareness among the students.
- A sound proof studio is planned for the Department of Journalism and Mass Communication.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/36689_270125061410_43541_68_1737906545.pdf
Upload any additional information	View File

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

Decentralization and participatory management are values held by Netaji Nagar College, Kolkata. The institution operates in accordance with the policy framework, acts, laws, statutes, and mandates of the Ministry of Education, the Government of India, UGC, WBHED, and the University of Calcutta. The West Bengal Universities and Colleges Act, 2017, establishes the Governing Body as the college's highest policy-making body. The college has following different organs that carry out various academic, and administrative activities for deployment:

- Teachers' Council
- IQAC

- Academic Sub-Committee
- Finance Sub-committee
- LibrarySub-committee
- Purchase Sub-committee
- Building Sub-committee
- RUSA Project Monitoring Unit
- NSS unit
- ICC, Grievance Redressal Cell, and Anti-Ragging Cell,
- Students' Union

File Description	Documents
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/41183_270125061658_43541_69_1737906601.pdf
Link to Organogram of the Institution webpage	https://netajinagarcollege.ac.in/allupload/Organogram%20(1).pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

List of existing welfare measures:

- Group Life Insurance for full time teaching and non-teaching

staff

- General Provident Fund facility for staff members in substantive posts
- Festival advance and Ex-gratia for all eligible non-teaching staff
- Bonus for casual Non-teaching staff
- Interest free loan from GPF for teaching and non-teaching staff
- Non-refundable loan from GPF subject to fulfillment of some conditions
- A registered Credit Cooperative Society runs for all staff members to cater to their financial needs. It provides hassle free loan at a moderate rate of interest to all full time teaching and non-teaching staff members of the society.
- Provision of various leaves such as casual leave, earned leave and medical leave.

File Description	Documents
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/20680_270125062050_43541_71_1737469908.pdf
Upload any additional information	View File

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

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

00

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

6.3.3.1 - Total number of professional development /administrative training Programmes

organized by the institution for teaching and non teaching staff during the year

00

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

03

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

- All the permanent faculty members have to maintain a Self

Appraisal Report individually in which they have to record their times of arrival and departure from the college, Allotted Classes and Taken Classes and other academic and administrative duties performed by them.

- Academic assignments designated to faculties are periodically appraised in Departmental, Academic Sub-Committee and IQAC meetings.
- Report on the performance of the students in different exams of the affiliating University is appraised by the GB.
- Feedback collected from various stakeholders are analyzed at the Departmental level, IQAC and GB for necessary appraisal and suggestion.
- Promotion of teachers in the substantive post following Performance Based Appraisal System (PBAS) is conducted with due compliance by the incumbent as per guidelines of UGC and State Government under Career Advancement Scheme (CAS).

For Non-teaching staff -

- Principal monitors assigned duties to non teaching staff and gives necessary advices for improving their performance
- Biometric attendance recording system is practiced by all

File Description	Documents
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/33364_270125062501_43541_75_1737822842.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Periodic Internal audit is conducted in the institution on a regular basis and external audit (Statutory auditor is appointed by the Higher Education Department, Government of West Bengal) is completed up to the financial year 2022-23. Internal audit, 2022-23 has been completed and the auditor has submitted report to the college. External audit is carried out by a Government auditor recommended and appointed by the Department of Higher Education, Government of

West Bengal and such notification is yet to be made by the concerned Department. However, the Accounts section has already completed all work to face such audit. Audit objections, if any, raised by the Internal/External auditor in their respective audit report are first of all brought to the notice of the Governing Body. After making necessary considerations, the governing body advises the Accounts section to make appropriate adjustment in the accounting records. Accordingly, necessary adjustments are made to give effect to the auditor's recommendations. There is no such situation as yet that Auditor's recommendations have not been incorporated in the accounting records.

File Description	Documents
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/46493_270125062645_43541_76_1737906910.pdf
Upload any additional information	View File

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

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

84000/

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The institution endeavours to mobilize funds and formulates strategies for its optimal utilization. Income generation is done through the fees collected from students. A substantial part of it is utilized for welfare of students. Different maintenance costs and payment of salary to contractual non-teaching staff are taken care of, courtesy the income generated through fees collection. Out of total tuition fees

collected, 50% is to be statutorily deposited to the government exchequer. Other than the routine government and UGC grants, the institution has been able to utilize additional funding received from various agencies. Once approval is received from the funding authorities, various other approval processes involving the Principal, Bursar, Finance subcommittee, Purchase Subcommittee, specific Subcommittee (namely RUSA committee, PMU) are completed. The institution follows the rules related to financial transactions of the Government of West Bengal and India. Some funds have also been deposited in the college fund from other sources. The Principal has donated her monthly Commutation and Conveyance allowances receivable as per the order of the Government of West Bengal to the Students' Welfare Fund. The Principal and teachers of some departments have contributed to the college fund the amount they have received from offering academic services.

File Description	Documents
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/98977_270125063059_43541_78_1737906994.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The IQAC arranged frequent meetings and discussed the execution of various strategies to boost academic activities such as seminars, webinars, Extended Lectures, Awareness Programmes, and so on to supplement regular teaching-learning activities in the college. The IQAC encouraged collaborative quality initiatives by signing Memorandum of Understandings with other institutions and organised various programmes such as organizing Faculty Exchange Programmes, Seminars and Workshops jointly with other colleges. IQAC organised a number of job oriented career counselling programmes through various professional organisations for the benefit of the students. The IQAC encouraged the students to actively participate in social outreach programmes by conducting Health Awareness Programmes in the slum areas near the college. IQAC also helped the nodal person of NIRF and AISHE to upload the data for the year 2023-24. IQAC regularly review the achievement of COs and Pos. Design and implement teaching-learning strategies aligned with the COs and POs. Develop appropriate assessment tools to measure students' achievement of COs

and POs. IQAC collected feedback from students, alumni, parents, and teachers through structured feedback forms to improve the quality of education and services offered by the college.

File Description	Documents
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/96348_270125063207_43541_79_1737907104.pdf
Upload any additional information	View File

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

IQAC of Netaji Nagar College conducts reviews the teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals as per norms and recorded the incremental improvement in various activities. IQAC conducts orientation programme so that the students are able to understand the Curriculum and credit framework launched in 2023-24. It also frequent reviews of new teaching-learning process, techniques, and learning outcomes. It records academic and co curricular activity-related records of the teachers. It also ensures effective implementation of the teaching-learning and evaluation processes as outlined by the Calcutta University. Other initiatives of the IQAC with the objective to improve quality culture are encouraging all departments to organize Orientation Programme, Slow Learner Identification Test, Special Bridge Courses Classes, and Mentor-Mentee Programme, sensitize students about outcome-based education through distribution of COPOs and review of its attainment. IQAC also meets with parents to update them on their child's academic and administrative performance. It organizes Student Seminar, Field Tours, and Educational Tours conducted to ensure attainment of the learning outcomes along with workshops, seminars, invited lectures.

File Description	Documents
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/3172_270125063404_43541_80_1737908326.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.netajinagarcollege.ac.in/allupload/27560_300125082519_FINAL.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Netaji Nagar College for Women is committed to fostering a safe, inclusive, and empowering environment for its students. The Gender Equity Cell actively promotes gender sensitization through awareness campaigns and workshops. The college organizes seminars on topics such as Gender and Sustainable Development to address contemporary gender issues and build critical awareness among students. Significant emphasis is placed on celebrating International Women's Day, fostering a sense of empowerment and unity. The institution also ensures preparation of action plans and conducts regular gender

audits to monitor and improve gender equity measures on campus. For infrastructural support, the college provides a common room equipped with essential amenities for relaxation and informal discussions. Security measures include CCTV cameras, security guards, and a well-lit campus, ensuring the safety of students and staff.

File Description	Documents
Annual gender sensitization action plan	https://www.netajinagarcollege.ac.in/allupload/92696_160125072547_7.1.1_Annual_Gender_Action_Sensitization_Planner_(1).pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.netajinagarcollege.ac.in/allupload/26265_160125072303_7.1.1.Gender_Equity_Cell_Works_Merged.pdf

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Initiatives have been taken to renew waste management process in association with Mother Earth Foundation. Inhouse E-waste management would be reinitiated.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://www.netajinagarcollege.ac.in/allupload/68895_160125080607_E_waste.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. landscaping with trees and plants**

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the

D. Any 1 of the above

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

Netaji Nagar College is dedicated to fostering an inclusive and

culturally vibrant environment through various initiatives that celebrate diversity and promote equity. The college actively organizes gender equity programs, including workshops, seminars, and awareness campaigns, aimed at addressing gender sensitization and empowering students to challenge societal biases. Cultural inclusivity is celebrated through events like Basanta Utsav, which marks the arrival of spring with colors, music, and dance, promoting unity and cultural harmony among students. Similarly, Matribhasha Diwas (Mother Language Day) is observed to honor linguistic and cultural diversity, emphasizing the importance of preserving regional languages and traditions. These programs reflect the college's commitment to social inclusiveness by providing a platform for students to engage in meaningful discussions and celebrations that respect cultural and linguistic plurality. By integrating academic and cultural activities, the college nurtures a sense of equality, respect, and belonging, preparing students to be responsible citizens in a diverse society.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

Netaji Nagar College actively promotes constitutional values, rights, duties, and responsibilities among its students and staff through a range of awareness programs and celebrations, often in collaboration with its NSS unit. These initiatives aim to foster civic responsibility and instil a sense of national pride and social commitment. The college organizes the Swachh Bharat Campaign, encouraging students and staff to participate in cleanliness drives and environmental conservation activities, reflecting the constitutional value of cleanliness and public hygiene. Constitution Day is celebrated to educate participants about the fundamental rights and duties enshrined in the Indian Constitution, emphasizing equality, justice, and fraternity. Programs like Meri Maati Mera Desh honor the sacrifices of freedom fighters, nurturing patriotism and respect for national heritage. Observing Youth Day inspires students to embrace the ideals of Swami Vivekananda, focusing on empowerment, discipline, and service to society. Additionally, the Dengue Awareness Program raises public health consciousness,

encouraging community engagement and collective action to combat health hazards.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

Netaji Nagar College for Women is deeply committed to honoring cultural heritage, linguistic diversity, and national pride through the celebration of commemorative days. These observances foster a sense of unity, respect, and cultural awareness among students and staff, reinforcing the college's dedication to holistic development. The college celebrates Rabindra Jayanti to pay tribute to Rabindranath Tagore, emphasizing his contributions to literature, art, and philosophy. Students participate in recitations, songs, and performances, promoting cultural enrichment and the values of

humanism embedded in Tagore's works. Baishey Srabon, observed in memory of Tagore's death anniversary, encourages reflection on his enduring legacy and relevance in modern times. Matribhasha Diwas (International Mother Language Day) highlights the importance of linguistic diversity and promotes the preservation of regional languages, celebrating India's multicultural identity. Independence Day and Republic Day are commemorated with flag-hoisting ceremonies, patriotic speeches, and cultural programs, fostering national pride and reminding students of their constitutional rights and duties.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Title of the Practice: Sustained Implementation of Teaching-Learning Strategies
Objectives of the Practice: structured orientation programs and academic support through personalized teaching methodologies and continuous assessment for first-generation learners. **The Context:** This initiative focuses on providing effective academic guidance. **The Practice:**

- Student Profiling
- Bridge Programs
- CO-PO Distribution
- Lesson Plans
- Evaluation Techniques
- Mentor-Mentee Program
- Feedback Mechanisms
- Study Materials and Publications

Evidence of Success:

- Increased student participation and involvement.
- Over 65% attendance rate among students, demonstrating greater commitment to learning.
- Noticeable decline in student dropouts.

Problems Encountered/Resources Required:

- Many first-generation learners
- Limited space and operating hours
- Shortage of physical resources

II Title of the Practice: Fostering Social Responsibility and Community Engagement Objectives of the Practice: Establish the college as a socially responsive institution Cultivate civic awareness and responsibility. The Context: Situated in a socially and economically underprivileged locality, the college is surrounded by refugee settlements and urban slums. The Practice:

- Collaborative efforts with local communities
- World Environment Day
- Yoga and Wellness Initiatives

Evidence of Success:

- increased understanding of environmental and health issues.
- Active Participation
- hope and purpose,
- quality of life within local communities

Problems Encountered/Resources Required:

- Shortage of student participants
- Initial lack of understanding

Resource Shortages

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

A significant proportion of the student body at the college comprises first-generation learners. The institution takes pride in serving as a mentoring hub for these students, many of whom have gone on to establish successful careers and become financial providers for their families. It continues to operate as a pillar of

community development and upliftment. Operating primarily in the afternoon shift, the college caters to a substantial number of students who balance their studies with part-time employment during the day. Its evening schedule offers a unique opportunity for learners to pursue higher education while simultaneously supporting themselves financially, enabling them to realize their aspirations without compromising work commitments. Situated in a residential colony, the college serves a community predominantly made up of refugees from erstwhile East Pakistan and has, over time, expanded its role beyond being merely an educational institution to emerge as a center for social transformation. Despite challenges posed by a shortage of full-time faculty and vacant non-teaching positions, the college continues to deliver high-quality education, maintaining its reputation as a dynamic and inclusive learning space.

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

7.3.2 - Plan of action for the next academic year

The institution has adopted a phased approach to implement the recommendations provided by the NAAC Peer Team during the 3rd cycle of accreditation. Efforts are underway to upgrade infrastructural facilities in alignment with the new Curriculum and Credit Framework (CCF) introduced under the NEP 2020. This includes provisions for internship programs and the establishment of Academic Bank of Credits (ABC) facilities, adhering to the affiliating university's guidelines. To promote academic excellence and research, the college has successfully organized an international seminar through an MoU partnership, accompanied by the publication of a research volume. Additionally, the Anti-Ragging Cell and Gender Equity Cell actively conduct awareness programs and campaigns to ensure a safe and inclusive campus environment. The NSS Unit continues to play a pivotal role by participating in Central Government projects, emphasizing community engagement and social responsibility. The college also encourages academic publication, including the release of an ISBN volume and an ISSN volume supported by an NGO sponsorship. Furthermore, various departments organize educational tours, enhancing experiential learning and providing practical exposure to students. These initiatives reflect the institution's commitment to academic growth, inclusivity, and holistic development.