



YEARLY STATUS REPORT - 2022-2023

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 **PROF. PINAKI RANJAN DE**
- Phone No. **9433702810**
- Alternate phone No. **8585847958**
- Mobile **NIL**
- IQAC e-mail address **pinakide74@gmail.com**
- Alternate e-mail address **pinakiranjande@yahoo.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

https://www.netajinagarcollege.ac.in/Admin_xtrf/allupload/aqar202122.pdf

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://netajinagarcollege.ac.in/allupload/Academic%20Calendar.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
NIL	NIL	NIL	NIL	NIL

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

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

9.No. of IQAC meetings held during the year 4

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

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

- If yes, mention the amount

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

Preparation for the 3rd cycle of NAAC accreditation following an organised and inclusive approach

Effective implementation of the Curriculum and Credit Framework(CCF) system in all undergraduate programmes as per the recommendations of the National Education Policy,2020

Conducting Academic and Administrative Audit(AAA) and uploading of information for NIRF ranking

Signing of MOU with Linkon University, Malaysia and arrangement of International seminar on IPR in collaboration with that university. A Research volume has also been published with ISBN number

Undergoing Performance audit on RUSA 2.0 funding by the CAG authorities

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>(1) To apply for NIRF ranking and to undertake Academic and Administrative Audit for the five year period from 2017-18 to 2021-22</p>	<p>Required information have been uploaded on NIRF portal and Academic and Administrative Audit has been conducted during the academic session</p>
<p>(2) To accomplish different initiatives required to be taken for 3rd cycle of NAAC accreditation and to present before NAAC all activities of our institution during the assessment period supported by prescribed documents with the target to improve our present grade ;</p>	<p>All initiatives are being undertaken for Peer Team visit with the objective to achieve good grade under 3rd cycle of NAAC accreditation.</p>
<p>(3) While taking preparation for 3rd cycle of NAAC accreditation we have identified different areas where we can further excel and the areas where we have fared well. IQAC functioning in the next academic session will aim at taking appropriate initiatives in the former area and to sustain the present ventures in the later areas following more systematic and outcome oriented way particularly giving emphasis towards implementing different requirements of National Education Policy,2020 in the best possible way for our institution Powered by TCPDF (www.tcpdf.org) Page 69/69 09-05-2023 06:10:34</p>	<p>On the basis of 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>

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	23/12/2023

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

1.Name of the Institution	NETAJI NAGAR COLLEGE
• Name of the Head of the institution	DR. AMRITA DUTTA
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• if yes, whether it is uploaded in the Institutional website Web link:	https://netajinagarcollege.ac.in/allupload/Academic%20Calendar.pdf				
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
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• 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	
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<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
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<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 	

Name	Date of meeting(s)
Governing Body	23/12/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	29/01/2024

15. Multidisciplinary / interdisciplinary

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 BA, B.Sc. and B.Com. degrees in order to provide a wholistic 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.

16. Academic bank of credits (ABC):

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 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 College in its own initiative has been conducting skill oriented certificate courses since 2005. A few additional courses

that the college presently offering are Communicative English, Book Publishing, Business Skills for Industry Readiness and GIS (Department of Geography) and all these courses run by the college has given substantial emphasis towards skill development of the students.. Additionally, the College has asked the West Bengal State Council for Higher Education for permission to offer its Computer Science course.

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

The Department of Bengali provides an honors curriculum. The Seminar Subcommittee, in partnership with IQAC and cells/departments, organizes seminars and talks that provide students with an extensive and diverse introduction to performing arts from various regions of the nation. Students are taught about Indian customs and culture through workshops on value education.Under the CCF Programme going to be implemented from the academic session 2023-24 as per recommendations of the NEP,2020, a subject 'Indian Knowledge System and its Applications' has been included in the syllabus as a CVAC Course.

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

Every academic session starts in Netaji Nagar College making a determined effort to make its students more employable and to enhance awareness of COPO success. The College and its Career Counseling Cell host lectures with experts from a range of fields so that students can understand their career options. It also schedules extra classes for the students. In addition, a few additional departments provide add-on courses e.g.the departments of geography, commerce and Bengali. It is significant to mention that the second group of students in the Add-on courses for geography and Bengali are currently being taught.

20.Distance education/online education:

Netaji Nagar College proved to be a trailblazing institution as it gradually restored academic functions including regular classes conducted via conference call, Zoom, or Google Meet/Google

Classroom within a week of the lockdown. Instructors did everything within their power to get students to enrol in MOOC and SWAYAM courses in order to profit from the COVID-19 crisis.

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

911

Number of students during the year

File Description	Documents
Data Template	View File

2.2

307

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

89

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	19
Total number of Classrooms and Seminar halls	
4.2	33.44
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	39
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 and Delivery :

- 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, Numerical problem framing on the topic 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	NIL

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

Conduct of Continuous Internal Assessment :

- 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, Students' Seminar, Industry Visit, 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	NIL

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/

B. Any 3 of the above

Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

10

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

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

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

1

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

10

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

10

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 behavior. 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, ICC and Grievance Redressal Cell etc .

Human Values

The institution has taken several steps to create the sensitivity for human values among the learners. Like

1. Birth day celebration of Netaji Subhas Chandra Bose, Tagore's birthday, .
2. Observance of Independence Day, Republic Day, Teachers' Day, Environment Day,

Environment and Sustainability

Environmental Studies under the current CBCS syllabus, is available to second-semester undergraduate students.

Different departments and NSS unit are conducting different

activities related to environmental issues.

- 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 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

3

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

89

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://netajinagarcollege.ac.in/allupload/FB1.4.1.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

680

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

43

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

At the beginning of every academic year various departments of the college organize campaigns to identify "slow learners" and "advanced learners" among newly admitted students. As seen in the points below, throughout the year all departments adhere to a set of uniform remedial programmes that are occasionally customized. Bridge course is conducted; Remedial classes; Counseling of students, both by teachers and mentors; Inspirational and motivational lectures; Individual academic counseling by the 'subject teacher'; Study materials are provided; Measures for the advanced learners Different study materials are provided to them by the teachers. Various other activities like students' seminars, publication of wall, hand written and e-magazines and quiz competitions are done. Debates are organized. Various and other assignments are distributed. Guiding them for planning their career. Encouraging them to participate in various symposia, inter/intra institutional competitions. Encouraging them to engage themselves in various kinds of projects work, so on and so forth. Selected students are sent for Internship programmes.

File Description	Documents
Link for additional Information	https://www.netajinagarcollege.ac.in/allupload/2.2.1(Doc)(10.31MB).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
911	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: Certificate Courses, namely Business Skill for Industry Readiness, Certificate Courses on Book Publishing, GIS and Communicative English Student's Seminars, Mock Teaching, Group Discussion- Students are encouraged to use LCD Projector for Power Point Presentation in Seminars, Study/Industry Tours, Field Trips, and 'Visit to Museum' 'Open Text Book Examinations', 'Peer Evaluation of answer scripts' and Internship Programmes are arranged by the departments Exposure to e-learning facilities Participative Learning - Cultural Competition Online Photography and Short- Film Competitions, Online Debate and Film Festival, Short films by students, Book Fair. Publication of Wall Magazines, e-magazines, participation in debates, essay/quiz, poster/painting and music competitions Value Education Programmes. Uploading of E-content, study materials and lectures on YouTube. Outreach Programmes on Dengue Awareness, Covid Awareness, Karate Training, and Declamation Contest Problem Solving Methodologies Mentor-Mentee arrangement. Assignment distribution and subsequent assessment of them by teachers. MCQ framing by students followed by checking those MCQs by teachers. Framing of practical sums by students. Reflective method to evaluate students' level of understanding topics discussed by teachers. Board work by students Preparing Question Bank by students.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.netajinagarcollege.ac.in/allupload/2.3.1(Doc)(16.56MB).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 'Google classroom' for submission of online assignment Google forms are used for taking MCQ tests Distribution of study materials through college website and Whatsapp group of individual departments Examinations [internal, tutorial and theory are conducted through Whatsapp group and mails of individual departments as well as teachers Students are made to watch full-length films on various topics Students upload their answer scripts using Google forms for evaluation by the teachers.

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/page.aspx?id=135

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

9

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

420

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.

According to the regulatory requirements of the affiliating university all departments conduct internal assessment of their students. This internal assessment constitutes two parts -firstly, a mark is allotted to students for regular class attendance, and secondly, internal examinations are taken by departments in various ways (MCQ test, project work, viva voce etc.). Total answers obtained by the students in internal assessments are uploaded on the portal of the affiliating university. A minimum marks is to be scored by the students in the internal assessment along with stipulated minimum marks in theoretical examination to qualify in the final semester examination on a particular subject. 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. • Mock Teaching and Board Work by students • Subject related Quiz Programmes.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.netajinagarcollege.ac.in/admin_xtrf/welcome.aspx

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

Whatever system of internal assessment is in place- be it taking class/surprise tests, distributing assignments - everything is

done in a transparent manner. Every student is evaluated on merit and his/her performance. In case of assignments, once they are checked by the teachers they 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 appropriate 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. The institution takes special care to facilitate (strictly complying with the affiliating varsity norms) Students otherwise engaged in vocational pursuits are allotted revised exam schedule 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://netajinagarcollege.ac.in/allupload/2.5.2(Doc).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 threadbare to them. Departments distribute copies of the COPOs to their respective students. They are also apprised of the availability of them on the institutional website. The faculties strongly believe that unless and until the meaning and the purpose of the COPOs is properly comprehended 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. Certificate Courses offered by certain departments and the occasional Internship Programme organized by Journalism do actually in some way supplement the spirit of the COPO and give 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/2.6.1(Doc).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.

The institution is yet to use a scientific technique to assess COPO accomplishment. However, we attempt to assess how far various objectives stated in COPOs are being attained by analyzing student performance in various activities below are a few of those initiatives:

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, and overall Programme result, after adding up the results of all semesters, is analyzed for evaluating PO attainment; apart from reviewing individual semester results and final results, 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/2.6.2(Doc).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

165

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://netajinagarcollege.ac.in/allupload/2.6.3.2(Annual%20Report%20of%20Results).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/2.7.1\(Doc\).pdf](https://www.netajinagarcollege.ac.in/allupload/2.7.1(Doc).pdf)

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	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

0

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	NIL

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

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

9

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

1

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

26

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

In collaboration with the college's NSS section, the following initiatives have been carried out to raise students' awareness of social concerns for their overall growth.

Extension Activities:

- Har Ghar Tiranga under Azad Ka Amrit Mahotsav;
- Dengue Awareness Rally was organised;
- Health Awareness Campaign in collaboration with Students Health Home organised at Balika Bidya Mandir School
- Organising a seminar on the value of Healthy Eating Habits for a Healthy lifestyle
- Observance of International Literacy Day
- Organising seminar on Mental Health: Depression in Youth
- Celebration of NSS Day
- Outreach programme with Mother Earth Foundation
- Special Camp Programme by the NSS unit
- Swami Vivekananda's Birth Day Celebration

File Description	Documents
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/3.3.1.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

0

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

10

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

399

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

1

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

6

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 center featuring 40 computers and limited WiFi access.
- The college's library is a treasure trove with 16,225 books, 25 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://netajinagarcollege.ac.in/allupload/4.1.1(Doc).pdf

4.1.2 - 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://netajinagarcollege.ac.in/allupload/4.1.2%20(Doc).pdf

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

19

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://netajinagarcollege.ac.in/allupload/4.1.3(Doc).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)

1,34,757

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://netajinagarcollege.ac.in/allupload/4.2.1(Doc).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

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)

45,390

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

19

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 four smart classrooms and five overhead projectors, fostering interactive and engaging learning experiences.
- A robust computing environment comprises 5 laptops, 48 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 cataloging, barcoded books for easy tracking, and access to OPAC, Inflibnet, and NList.
- With more than 16 thousand books and 23 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://netajinagarcollege.ac.in/allupload/4.3.1(Doc).pdf

4.3.2 - Number of Computers

39

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)**

21,40,355

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://netajinagarcollege.ac.in/allupload/4.4.2%20(Doc).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

181

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

13

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

A. All of the above

File Description	Documents
Link to institutional website	https://netajinagarcollege.ac.in/allupload/5.1.3(Doc).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

243

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

243

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

30

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

34

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

0

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.

0

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://netajinagarcollege.ac.in/allupload/5.3.2(Addl%20Infn).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

12

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://netajinagarcollege.ac.in/allupload/5.4%20.1(Doc).pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

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 :

- Job oriented Certificate Courses
- 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://netajinagarcollege.ac.in/allupload/6.1.1(Doc).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.

Since NAAC visit has been completed in August 2023, during 2022-23, the institution has taken some strategic plans as per the guidelines of the IQAC and the NAAC Steering Committee to make necessary arrangements so that the visit can be completed in a smooth and effective manner. Different steps the college has taken in this regard are as under:

- Different criterion conveners are encouraged to submit relevant documents of their respective criterion for the purpose of presentation of the documents before the NAAC Peer committee if those are asked for;
- Reviews meeting of the progress of the work of criterion conveners along with different departments, sub-committees, cells were arranged;
- Office staff are advised to prepare themselves with all necessary documents relating to showcase the good governance practices adopted by the college;
- Cultural sub-committee has taken all effective steps for preparation and presentation of cultural events before the NAAC peer team.
- Different committees have been formed for the NAAC visit of the institution and different teachers and non-teaching staff as well as Students' Union have been given responsibilities of those committees, so that the NAAC visit can be completed in a befitting manner.

File Description	Documents
Paste link for additional information	https://netajinagarcollege.ac.in/allupload/612(C).pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

For the submission of SSR for 3rd cycle of NAAC following some strategic plans according to the advices of the IQAC and duly implemented by the NAAC Steering Committee. The different stages of such preparation were as below : Taking inputs from different departments, subcommittees, units for preparation of primary write up on qualitative matrices under different criteria; Preparation of first draft of the write up on qualitative matrices by the Criterion Convenors ; Review meeting on such first draft and addition/alteration of primary write up on the basis of suggestions from the principal and other teachers; Finalization of the write up on qualitative matrices and collection of necessary documents to substantiate different information given in the qualitative matrices ; Collection of different data as required under quantitative matrices and for extended profile ; Arrangement of different documents, data under qualitative and quantitative matrices respectively with the help of technically expert teachers; Uploading of information, data in SSR within due time. Completion of all the above activities within a particular deadline in a planned manner has ensured timely uploading of SSR on NAAC's portal.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/6.2.1.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

Effective Deployment/Outcomes of IQAC Activities-

- Accreditations
- Feedback from stakeholders

Strategic Plan for Teaching - Learning and Its Implementation

- Arrangement of regular online and off-line classes
- Providing softcopy of study materials.
- Taking internal class test.
- Organising Student seminar, Orientation Programme, Bridge Course Class for identified Slow learners
- Arranging different Cultural Programmes/Competitions

File Description	Documents
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/6.2.2.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://netajinagarcollege.ac.in/allupload/631.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

0

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

27

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

4

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 -

- 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
- Non-teaching Staff Development Programmes are organised in collaboration with other colleges
- Biometric attendance recording system is practiced by all

File Description	Documents
Paste link for additional information	https://netajinagarcollege.ac.in/allupload/635.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://netajinagarcollege.ac.in/allupload/6.4.1(Doc).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)

84,000

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

Income generation from fees collected from students is a recurring source. A substantial portion of such collection is utilized for welfare of students, incurring different maintenance costs and for paying salary to contractual nonteaching staffs. Out of total tuition fees collected, 50% is to be statutorily deposited to government exchequer. Other than the routine government and UGC grants, the institution has been able to utilize additional funding from various agencies such as RUSA grant, NSS grant. Once approval is received from the Funding Authority, it goes through various approval processes involving the Principal, Bursar, Finance subcommittee, Purchase Subcommittee, specific Subcommittee (namely RUSA committee, PMU). The institution strictly follows the

Finance rules of the Government of West Bengal as well as the Government of India. Some funds have also been deposited in the college fund from the following sources :

Principal has donated her monthly Communication and Conveyance allowances receivable as per the order of the Government of West Bengal to Students' Welfare Fund.

Principal and teachers of some departments have contributed in the college fund the amount they have received by offering academic services in different student oriented extracurricular programmes.

Donations from Alumni, NGO and well wisher.

File Description	Documents
Paste link for additional information	https://netajinagarcollege.ac.in/allupload/643(C).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

Practice I : IQAC has been continuously encouraging different functional units of the college for undertaking quality assurance strategies and processes. During the year Academic and Administrative Audit(AAA) has been conducted by the reputed academicians and resource persons from the Higher Education Department of the State Government. Various recommendations have been made in the AA Report for improving quality culture in the institution.

Information have been uploaded on AISHE and NIRF portal within due time. Performance audit on RUSA 2.0 funding has been conducted by the CAG audit team and the team members have expressed satisfaction over the utilisation and related functioning of the institution.

Practice II : Getting timely assessed and accredited by the NAAC authorities is an important objective of the IQAC. Consequently, IQAC is encouraging all functional units of the institution to prepare documents, information and different initiatives associated with Peer Team visit under the 3rd cycle of

accreditation. Under the guidance of the IQAC, IIQA and SSR have been submitted. DVV clarifications have also been given satisfactorily. Responses of the students under SSS were spontaneous.

File Description	Documents
Paste link for additional information	https://netajinagarcollege.ac.in/allupload/651(Doc).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

Practice I : IQAC is striving continuously to review outcome of different quality initiatives. In this context, review of results of semester end examinations, analysis of feedback given by different stakeholders, preparation of Annual Plan of Work and Report on activities during an academic session are worthy to be mentioned.

Practice II : Other initiatives of the IQAC with the objective to improve quality culture are encouraging all departments to organise Orientation Programme, Slow Learner Identification Test, Special Bridge Courses Classes , Mentor-Mentee Programme, sensitize students about outcome-based education through distribution of COPOs and review of its attainment

File Description	Documents
Paste link for additional information	https://netajinagarcollege.ac.in/allupload/652(Doc).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

A. All of the above

recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://netajinagarcollege.ac.in/allupload/Annual%20Report(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 prioritizes gender-centric facilities to ensure a safe and inclusive environment for all students.

In celebrating International Women's Day, the college hosts various events, including seminars and discussions, emphasizing the importance of gender equality. The highlight is an inter-college speech competition.

To maintain a gender-sensitive atmosphere, the college conducts regular annual gender audits, fostering awareness and addressing concerns.

A comprehensive work planner is implemented.

The college acknowledges the need for comfortable spaces and has dedicated a ladies' common room for female students to relax and interact.

Furthermore, Netaji Nagar College is committed to ensuring the safety of its female students. The institution employs stringent security measures, including regular ID checking facilities, strategically placed CCTV cameras, and well-lit areas with LED lights, contributing to a secure and conducive learning environment for all.

File Description	Documents
Annual gender sensitization action plan	https://netajinagarcollege.ac.in/allupload/7.1.1(Docs).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/7.1.1(QLM).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

Netaji Nagar College has collaborated with Mother Earth Foundation, an environmental non-profit, non-trading organization registered under the Society Act XXVI, 1961 and Vital Waste, waste recycling company. The college has signed MoU with the organization and has continued to manage different types of waste in association with the organization.

Solid Waste :laboratory Organic Waste like Flower Plant Pots, Medicinal, Plant Pots, Soil Inorganic Waste like Plastics, Mops, buckets, stools, bamboo, strainers, recyclable paper, books, albums, brooms, pipes, taps

Metal Waste: light stands, frames, rods, scrap metal, discarded office equipment, vacuum cleaners etc.

E-Waste E-waste like computer equipment circuits digital devices cords wires and other electronic wastes were disposed with the

help of the organization.

Liquid Waste: Liquid Waste like Laboratory solutions, organic liquid collected by Mother Earth Foundation. College regularly maintains its drainage system for liquid waste disposal. The college has also installed its E-Waste collection box and students are encouraged to regularly use this box for E-Waste disposal.

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/7.1.3(Photos).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:

B. Any 3 of the above

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

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

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

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

D. Any 1 of the above

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 radiates cultural vibrancy through its celebrations of Basanta Utsav, Rabindra

Jayanti, and Baishey Srabon, fostering tolerance, harmony, and inclusivity.

During Basanta Utsav, the campus transforms into a riot of colors as students and faculty come

together to celebrate the arrival of spring, breaking barriers through the joyous festival of colors. This

vibrant celebration serves as a symbol of unity and shared cultural heritage.

Rabindra Jayanti, commemorating the birth anniversary of the revered poet Rabindranath Tagore, is

marked with cultural programs and events that showcase the rich cultural tapestry of Bengal. The

festivities encourage students to appreciate diversity and engage with the timeless works of Tagore,

promoting a sense of harmony and shared heritage.

Baishey Srabon, is celebrated with literary events and discussions, fostering intellectual exchange and

promoting inclusivity through the exploration of diverse literary traditions. These cultural celebrations

at Netaji Nagar College not only enrich the students' experiences but also contribute to a campus

environment that values tolerance, harmony, and inclusivity.

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 fulfills its constitutional obligations by commemorating

significant

national events such as Independence Day and Matrihasha Diwas. Independence Day is marked with

patriotic fervor, where the college community gathers to honor the sacrifices of freedom fighters and

celebrate the spirit of a sovereign nation. Through flag hoisting ceremonies, cultural programs, and

speeches, the college instills a sense of national pride and commitment to the ideals enshrined in the

constitution.

Matrihasha Diwas, celebrating linguistic diversity, underscores the college's commitment to the

linguistic rights of its students. The event promotes multilingualism, encouraging students to embrace

and preserve their mother tongues. By acknowledging and

celebrating linguistic diversity, Netaji

Nagar College contributes to the constitutional values of unity in diversity and the promotion of

linguistic rights, fostering a sense of belonging and inclusivity among its students. These celebrations

exemplify the college's dedication to upholding the constitutional principles that form the bedrock of

the Indian democratic ethos.

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

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 joyously observes commemorative days like Rabindra Jayanti, Baishe Srabon, Independence Day, and Basanta Utsav, weaving a vibrant tapestry of cultural diversity and shared heritage. Rabindra Jayanti celebrations pay homage to the great poet Rabindranath Tagore, fostering cultural appreciation and a sense of Indianness. Baishe Srabon commemorates literary luminaries, promoting intellectual exchange and unity through the exploration of diverse literary traditions.

Independence Day stands as a beacon of national pride, as the college community comes together to honor the struggle for freedom, instilling a deep sense of patriotism. Basanta Utsav, the festival of colors, further cements bonds by transcending barriers and promoting brotherhood through collective revelry.

These commemorations not only enrich the cultural fabric of Netaji Nagar College but also serve as a powerful medium to foster a sense of Indianness and brotherhood among students. By embracing these diverse celebrations, the college actively nurtures a spirit of unity, understanding, and shared identity, aligning with the principles that form the foundation of a harmonious and inclusive society

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.

Best Practice I Title of the Practice: Successful Continuation of Teaching Learning Initiatives Objectives of the Practice : Proper orientation and support for first generation learners **Context:** Proper guidance for first generation learners. **The Practice:** Identification of Slow and Advanced learners at the beginning of

every 1st semester. Bridge Courses. Distribution of COPO . Preparation of detailed lesson plans. Different evaluation methodologies ICT enabled teaching, Mentor-Mentee system Continuous feedbacks from students Different publications, Evidence of Success: Better engagement and participation of the students in the class. Noticeable improvement in class attendance as majority of the students attend more than 65% of classes. Dropout percentage has decreased significantly. Problems Encountered/Resources Required: Intrinsic problem with the first generation learners Initial quality of the students remains low. Sharing of college building with Day College. Lack of availability of adequate no of rooms Bets Practice II Title of the Practice: Social Responsibilities Objectives of the Practice: Transform the college to a socially responsible institution The Context: Socially backward urban area with adjacent refugee colonies and slums The Practice: Outreach programmes, world environment day, craft work prepared by nss, celebration of yoga day, dengue and mental awareness campaign, slum programmes, herbal product making Evidence of Success: Increased awareness Increased participation Sense of purpose and hope Societal Upliftment Problems Encountered: Lack of student volunteers Lack of awareness Lack of time Lack of staffs to participate and organize

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

Composition of students constitutes substantial number of first generation learners. The college prides itself for being the mentoring centre for many such students who went on to make good careers and happy breadwinners for their family. It happily functions as a centre for community upliftment.

College mostly runs in the afternoon shift and good

percentage attend classes after engaging themselves in part time jobs during day shift. It provides the unique opportunity of engaging in studies to pursue further dreams while working at the same time due to its evening schedule. College located in a colony area. Composition of residents in the locality and vicinity includes mostly refugees from erstwhile East Pakistan. The institution has over the years functioned and transcended its role as a community college. Shortage of full time teaching staff and most of the permanent nonteaching posts are presently vacant. In spite of that, the college provides excellent learning environment

Sincere, obedient and disciplined students.

Highly qualified, sincere and devoted teaching faculties supported by available efficient and sincere full time and adhoc nonteaching staffs.

Supportive and experienced management represented from all strata of society.

Active and cooperative students' council.

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 and Delivery :

- 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, Numerical problem framing on the topic 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	NIL

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

Conduct of Continuous Internal Assessment :

- 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, Students' Seminar, Industry Visit, 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	NIL

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

10

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

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

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

1

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

10

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

10

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 behavior. 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, ICC and Grievance Redressal Cell etc .

Human Values

The institution has taken several steps to create the sensitivity for human values among the learners. Like

1. Birth day celebration of Netaji Subhas Chandra Bose, Tagore's birthday, .
2. Observance of Independence Day, Republic Day, Teachers' Day, Environment Day,

Environment and Sustainability

Environmental Studies under the current CBCS syllabus, is available to second-semester undergraduate students.

Different departments and NSS unit are conducting different activities related to environmental issues.

- 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 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

3

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

89

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://netajinagarcollege.ac.in/allupload/FB1.4.1.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	
680	
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

43

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

At the beginning of every academic year various departments of the college organize campaigns to identify "slow learners" and "advanced learners" among newly admitted students. As seen in the points below, throughout the year all departments adhere to a set of uniform remedial programmes that are occasionally customized. Bridge course is conducted; Remedial classes; Counseling of students, both by teachers and mentors; Inspirational and motivational lectures; Individual academic counseling by the 'subject teacher'; Study materials are provided; Measures for the advanced learners Different study materials are provided to them by the teachers. Various other activities like students' seminars, publication of wall, hand written and e-magazines and quiz competitions are done. Debates are organized. Various and other assignments are distributed. Guiding them for planning their career. Encouraging them to participate in various symposia, inter/intra institutional competitions. Encouraging them to engage themselves in various kinds of projects work, so on and so forth. Selected students are sent for Internship programmes.

File Description	Documents
Link for additional Information	https://www.netajinagarcollege.ac.in/alluupload/2.2.1(Doc)(10.31MB).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
911	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: Certificate Courses, namely Business Skill for Industry Readiness, Certificate Courses on Book Publishing, GIS and Communicative English Student's Seminars, Mock Teaching, Group Discussion- Students are encouraged to use LCD Projector for Power Point Presentation in Seminars, Study/Industry Tours, Field Trips, and 'Visit to Museum' 'Open Text Book Examinations', 'Peer Evaluation of answer scripts' and Internship Programmes are arranged by the departments Exposure to e-learning facilities Participative Learning - Cultural Competition Online Photography and Short- Film Competitions, Online Debate and Film Festival, Short films by students, Book Fair. Publication of Wall Magazines, e-magazines, participation in debates, essay/quiz, poster/painting and music competitions Value Education Programmes. Uploading of E-content, study materials and lectures on YouTube. Outreach Programmes on Dengue Awareness, Covid Awareness, Karate Training, and Declamation Contest Problem Solving Methodologies Mentor-Mentee arrangement. Assignment distribution and subsequent assessment of them by teachers. MCQ framing by students followed by checking those MCQs by teachers. Framing of practical sums by students. Reflective method to evaluate students' level of understanding topics discussed by teachers. Board work by students Preparing Question Bank by students.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.netajinagarcollege.ac.in/allupload/2.3.1(Doc)(16.56MB).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 'Google classroom' for submission of online assignment Google forms are used for taking MCQ tests Distribution of study materials through college website and Whatsapp group of individual departments Examinations [internal, tutorial and theory are conducted through Whatsapp group and mails of individual departments as well as teachers Students are made to watch full-length films on various topics Students upload their answer scripts using Google forms for evaluation by the teachers.

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/page.aspx?id=135

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

9

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

420

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.

According to the regulatory requirements of the affiliating university all departments conduct internal assessment of their students. This internal assessment constitutes two parts - firstly, a mark is allotted to students for regular class attendance, and secondly, internal examinations are taken by departments in various ways (MCQ test, project work, viva voce etc.). Total answers obtained by the students in internal assessments are uploaded on the portal of the affiliating university. A minimum marks is to be scored by the students in the internal assessment along with stipulated minimum marks in theoretical examination to qualify in the final semester examination on a particular subject. 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.
- Mock Teaching and Board Work by students
- Subject related Quiz Programmes.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.netajinagarcollege.ac.in/admin_xtrf/welcome.aspx

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

Whatever system of internal assessment is in place- be it taking class/surprise tests, distributing assignments - everything is done in a transparent manner. Every student is evaluated on merit and his/her performance. In case of assignments, once they are checked by the teachers they 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 appropriate 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. The institution takes special care to

facilitate (strictly complying with the affiliating varsity norms) Students otherwise engaged in vocational pursuits are allotted revised exam schedule 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://netajinagarcollege.ac.in/allupload/2.5.2(Doc).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 threadbare to them. Departments distribute copies of the COPOs to their respective students. They are also apprised of the availability of them on the institutional website. The faculties strongly believe that unless and until the meaning and the purpose of the COPOs is properly comprehended 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. Certificate Courses offered by certain departments and the occasional Internship Programme organized by Journalism do actually in some way supplement the spirit of the COPO and give 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/2.6.1(Doc).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.

The institution is yet to use a scientific technique to assess COPO accomplishment. However, we attempt to assess how far various objectives stated in COPOs are being attained by analyzing student performance in various activities below are a few of those initiatives:

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, and overall Programme result, after adding up the results of all semesters, is analyzed for evaluating PO attainment; apart from reviewing individual semester results and final results, 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/2.6.2(Doc).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**

165

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://netajinagarcollege.ac.in/allupload/2.6.3.2(Annual%20Report%20of%20Results).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/2.7.1\(Doc\).pdf](https://www.netajinagarcollege.ac.in/allupload/2.7.1(Doc).pdf)

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

File Description	Documents
Any additional information	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**

0

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	NIL

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

9

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**

1

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

26

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

In collaboration with the college's NSS section, the following initiatives have been carried out to raise students' awareness of social concerns for their overall growth.

Extension Activities:

- Har Ghar Tiranga under Azad Ka Amrit Mahotsav;
- Dengue Awareness Rally was organised;
- Health Awareness Campaign in collaboration with Students Health Home organised at Balika Bidya Mandir School
- Organising a seminar on the value of Healthy Eating Habits for a Healthy lifestyle
- Observance of International Literacy Day
- Organising seminar on Mental Health: Depression in Youth
- Celebration of NSS Day
- Outreach programme with Mother Earth Foundation
- Special Camp Programme by the NSS unit
- Swami Vivekananda's Birth Day Celebration

File Description	Documents
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/3.3.1.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

0

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

10

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

399

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

1

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

6

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 center featuring 40 computers and limited WiFi access.
- The college's library is a treasure trove with 16,225 books, 25 periodicals, and access to Inflightnet 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://netajinagarcollege.ac.in/allupload/4.1.1(Doc).pdf

4.1.2 - 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://netajinagarcollege.ac.in/allupload/4.1.2%20(Doc).pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart

class, LMS, etc.

19

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://netajinagarcollege.ac.in/allupload/4.1.3(Doc).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)

1,34,757

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://netajinagarcollege.ac.in/allupload/4.2.1(Doc).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)

45,390

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

19

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 four smart classrooms and five overhead projectors, fostering interactive and engaging learning experiences.
- A robust computing environment comprises 5 laptops, 48 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 cataloging, barcoded books for easy tracking, and access to OPAC, Inflibnet, and NList.
- With more than 16 thousand books and 23 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://netajinagarcollege.ac.in/allupload/4.3.1(Doc).pdf

4.3.2 - Number of Computers

39

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)

21,40,355

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://netajinagarcollege.ac.in/allupload/4.4.2%20(Doc).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

181

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

13

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

A. All of the above

File Description	Documents
Link to institutional website	https://netajinagarcollege.ac.in/allupload/5.1.3(Doc).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

243

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

243

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

5.1.5 - The Institution has a transparent

A. All of the above

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

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

30

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

34

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

0

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.

0

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://netajinagarcollege.ac.in/allupload/5.3.2(Addl%20Infn).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

12

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://netajinagarcollege.ac.in/allupload/5.4%20.1(Doc).pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
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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 :

- Job oriented Certificate Courses
- 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://netajinagarcollege.ac.in/allupload/6.1.1(Doc).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.

Since NAAC visit has been completed in August 2023, during 2022-23, the institution has taken some strategic plans as per the guidelines of the IQAC and the NAAC Steering Committee to make necessary arrangements so that the visit can be completed in a smooth and effective manner. Different steps the college has taken in this regard are as under:

- Different criterion conveners are encouraged to submit relevant documents of their respective criterion for the purpose of presentation of the documents before the NAAC Peer committee if those are asked for;
- Reviews meeting of the progress of the work of criterion conveners along with different departments, sub-committees, cells were arranged;
- Office staff are advised to prepare themselves with all necessary documents relating to showcase the good governance practices adopted by the college;
- Cultural sub-committee has taken all effective steps for preparation and presentation of cultural events before the NAAC peer team.
- Different committees have been formed for the NAAC visit of the institution and different teachers and non-teaching staff as well as Students' Union have been given responsibilities of those committees, so that the NAAC visit can be completed in a befitting manner.

File Description	Documents
Paste link for additional information	https://netajinagarcollege.ac.in/allupload/612(C).pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

For the submission of SSR for 3rd cycle of NAAC following some strategic plans according to the advices of the IQAC and duly implemented by the NAAC Steering Committee. The different stages of such preparation were as below : Taking inputs from different departments, subcommittees, units for preparation of

primary write up on qualitative matrices under different criteria; Preparation of first draft of the write up on qualitative matrices by the Criterion Convenors ; Review meeting on such first draft and addition/alteration of primary write up on the basis of suggestions from the principal and other teachers; Finalization of the write up on qualitative matrices and collection of necessary documents to substantiate different information given in the qualitative matrices ; Collection of different data as required under quantitative matrices and for extended profile ; Arrangement of different documents, data under qualitative and quantitative matrices respectively with the help of technically expert teachers; Uploading of information, data in SSR within due time. Completion of all the above activities within a particular deadline in a planned manner has ensured timely uploading of SSR on NAAC's portal.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/6.2.1.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

Effective Deployment/Outcomes of IQAC Activities-

- Accreditations
- Feedback from stakeholders

Strategic Plan for Teaching - Learning and Its Implementation

- Arrangement of regular online and off-line classes
- Providing softcopy of study materials.
- Taking internal class test.
- Organising Student seminar, Orientation Programme, Bridge Course Class for identified Slow learners
- Arranging different Cultural Programmes/Competitions

File Description	Documents
Paste link for additional information	https://www.netajinagarcollege.ac.in/allupload/6.2.2.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

A. All of the above

Support Examination

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://netajinagarcollege.ac.in/allupload/631.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

0

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

27

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

4

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 -

- 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
- Non-teaching Staff Development Programmes are organised in collaboration with other colleges
- Biometric attendance recording system is practiced by all

File Description	Documents
Paste link for additional information	https://netajinagarcollege.ac.in/allupload/635.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://netajinagarcollege.ac.in/allupload/6.4.1(Doc).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)

84,000

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

Income generation from fees collected from students is a recurring source. A substantial portion of such collection is utilized for welfare of students, incurring different maintenance costs and for paying salary to contractual nonteaching staffs. Out of total tuition fees collected, 50% is to be statutorily deposited to government exchequer. Other than

the routine government and UGC grants, the institution has been able to utilize additional funding from various agencies such as RUSA grant, NSS grant. Once approval is received from the Funding Authority, it goes through various approval processes involving the Principal, Bursar, Finance subcommittee, Purchase Subcommittee, specific Subcommittee (namely RUSA committee, PMU). The institution strictly follows the Finance rules of the Government of West Bengal as well as the Government of India. Some funds have also been deposited in the college fund from the following sources :

Principal has donated her monthly Communication and Conveyance allowances receivable as per the order of the Government of West Bengal to Students' Welfare Fund.

Principal and teachers of some departments have contributed in the college fund the amount they have received by offering academic services in different student oriented extracurricular programmes.

Donations from Alumni, NGO and well wisher.

File Description	Documents
Paste link for additional information	https://netajinagarcollege.ac.in/allupload/643(C).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

Practice I : IQAC has been continuously encouraging different functional units of the college for undertaking quality assurance strategies and processes. During the year Academic and Administrative Audit(AAA) has been conducted by the reputed academicians and resource persons from the Higher Education Department of the State Government. Various recommendations have been made in the AA Report for improving quality culture in the institution.

Information have been uploaded on AISHE and NIRF portal within due time. Performance audit on RUSA 2.0 funding has been conducted by the CAG audit team and the team members have

expressed satisfaction over the utilisation and related functioning of the institution.

Practice II : Getting timely assessed and accredited by the NAAC authorities is an important objective of the IQAC. Consequently, IQAC is encouraging all functional units of the institution to prepare documents, information and different initiatives associated with Peer Team visit under the 3rd cycle of accreditation. Under the guidance of the IQAC, IIQA and SSR have been submitted. DVV clarifications have also been given satisfactorily. Responses of the students under SSS were spontaneous.

File Description	Documents
Paste link for additional information	https://netajinagarcollege.ac.in/allupload/651(Doc).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

Practice I : IQAC is striving continuously to review outcome of different quality initiatives. In this context, review of results of semester end examinations, analysis of feedback given by different stakeholders, preparation of Annual Plan of Work and Report on activities during an academic session are worthy to be mentioned.

Practice II : Other initiatives of the IQAC with the objective to improve quality culture are encouraging all departments to organise Orientation Programme, Slow Learner Identification Test, Special Bridge Courses Classes , Mentor-Mentee Programme, sensitize students about outcome-based education through distribution of COPOs and review of its attainment

File Description	Documents
Paste link for additional information	https://netajinagarcollege.ac.in/allupload/652(Doc).pdf
Upload any additional information	View File

<p>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)</p>	<p>A. All of the above</p>
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File Description	Documents
Paste web link of Annual reports of Institution	https://netajinagarcollege.ac.in/allupload/Annual%20Report(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 prioritizes gender-centric facilities to ensure a safe and inclusive environment for all students.

In celebrating International Women's Day, the college hosts various events, including seminars and discussions, emphasizing the importance of gender equality. The highlight is an inter-college speech competition.

To maintain a gender-sensitive atmosphere, the college conducts regular annual gender audits, fostering awareness and addressing concerns.

A comprehensive work planner is implemented.

The college acknowledges the need for comfortable spaces and

has dedicated a ladies' common room for female students to relax and interact.

Furthermore, Netaji Nagar College is committed to ensuring the safety of its female students. The institution employs stringent security measures, including regular ID checking facilities, strategically placed CCTV cameras, and well-lit areas with LED lights, contributing to a secure and conducive learning environment for all.

File Description	Documents
Annual gender sensitization action plan	https://netajinagarcollege.ac.in/allupload/7.1.1(Docs).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/7.1.1(OLM).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

Netaji Nagar College has collaborated with Mother Earth Foundation, an environmental non-profit, non-trading organization registered under the Society Act XXVI, 1961 and Vital Waste, waste recycling company. The college has signed MoU with the organization and has continued to manage different types of waste in association with the organization.

Solid Waste :laboratory Organic Waste like Flower Plant Pots, Medicinal, Plant Pots, Soil Inorganic Waste like Plastics, Mops, buckets, stools, bamboo, strainers, recyclable paper, books, albums, brooms, pipes, taps

Metal Waste: light stands, frames, rods, scrap metal, discarded office equipment, vacuum cleaners etc.

E-Waste E-waste like computer equipment circuits digital devices cords wires and other electronic wastes were disposed with the help of the organization.

Liquid Waste: Liquid Waste like Laboratory solutions, organic liquid collected by Mother Earth Foundation. College regularly maintains its drainage system for liquid waste disposal. The college has also installed its E-Waste collection box and students are encouraged to regularly use this box for E-Waste disposal.

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/7.1.3(Photos).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

<p>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</p> <ol style="list-style-type: none"> 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 	<p>B. Any 3 of the above</p>										
<table border="1"> <thead> <tr> <th data-bbox="89 555 533 629">File Description</th> <th data-bbox="533 555 1394 629">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="89 629 533 734">Geo tagged photos / videos of the facilities</td> <td data-bbox="533 629 1394 734" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="89 734 533 801">Any other relevant documents</td> <td data-bbox="533 734 1394 801" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Geo tagged photos / videos of the facilities	View File	Any other relevant documents	View File					
File Description	Documents										
Geo tagged photos / videos of the facilities	View File										
Any other relevant documents	View File										
<p>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</p>											
<p>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following</p> <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities 	<p>D. Any 1 of the above</p>										
<table border="1"> <thead> <tr> <th data-bbox="89 1245 533 1319">File Description</th> <th data-bbox="533 1245 1394 1319">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="89 1319 533 1458">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="533 1319 1394 1458" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="89 1458 533 1563">Certification by the auditing agency</td> <td data-bbox="533 1458 1394 1563" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="89 1563 533 1668">Certificates of the awards received</td> <td data-bbox="533 1563 1394 1668" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="89 1668 533 1738">Any other relevant information</td> <td data-bbox="533 1668 1394 1738" style="text-align: center;">View File</td> </tr> </tbody> </table>	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	
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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										
<p>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</p>	<p>D. Any 1 of the above</p>										

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

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 radiates cultural vibrancy through its celebrations of Basanta Utsav, Rabindra

Jayanti, and Baishey Srabon, fostering tolerance, harmony, and inclusivity.

During Basanta Utsav, the campus transforms into a riot of colors as students and faculty come

together to celebrate the arrival of spring, breaking barriers through the joyous festival of colors. This

vibrant celebration serves as a symbol of unity and shared cultural heritage.

Rabindra Jayanti, commemorating the birth anniversary of the revered poet Rabindranath Tagore, is

marked with cultural programs and events that showcase the rich cultural tapestry of Bengal. The

festivities encourage students to appreciate diversity and

engage with the timeless works of Tagore,
promoting a sense of harmony and shared heritage.

Baishey Srabon, is celebrated with literary events and discussions, fostering intellectual exchange and

promoting inclusivity through the exploration of diverse literary traditions. These cultural celebrations

at Netaji Nagar College not only enrich the students' experiences but also contribute to a campus

environment that values tolerance, harmony, and inclusivity.

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 fulfills its constitutional obligations by commemorating

significant

national events such as Independence Day and Matrihasha Diwas. Independence Day is marked with

patriotic fervor, where the college community gathers to honor the sacrifices of freedom fighters and

celebrate the spirit of a sovereign nation. Through flag hoisting ceremonies, cultural programs, and

speeches, the college instills a sense of national pride and commitment to the ideals enshrined in the

constitution.

Matrihasha Diwas, celebrating linguistic diversity, underscores the college's commitment to the

linguistic rights of its students. The event promotes multilingualism, encouraging students to embrace

and preserve their mother tongues. By acknowledging and celebrating linguistic diversity, Netaji

Nagar College contributes to the constitutional values of unity in diversity and the promotion of

linguistic rights, fostering a sense of belonging and inclusivity among its students. These celebrations

exemplify the college's dedication to upholding the constitutional principles that form the bedrock of

the Indian democratic ethos.

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 joyously observes commemorative days like Rabindra Jayanti, Baishe Sraon, Independence Day, and Basanta Utsav, weaving a vibrant tapestry of cultural diversity and shared heritage. Rabindra Jayanti celebrations pay homage to the great poet Rabindranath Tagore, fostering cultural appreciation and a sense of Indianness. Baishe Sraon commemorates literary luminaries, promoting intellectual exchange and unity through the exploration of diverse literary traditions.

Independence Day stands as a beacon of national pride, as the college community comes together to honor the struggle for freedom, instilling a deep sense of patriotism. Basanta Utsav, the festival of colors, further cements bonds by transcending barriers and promoting brotherhood through collective revelry.

These commemorations not only enrich the cultural fabric of Netaji Nagar College but also serve as a powerful medium to foster a sense of Indianness and brotherhood among students. By embracing these diverse celebrations, the college actively nurtures a spirit of unity, understanding, and shared identity, aligning with the principles that form the foundation of a harmonious and inclusive society

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.

Best Practice I Title of the Practice: Successful Continuation of Teaching Learning Initiatives Objectives of the Practice : Proper orientation and support for first generation learners
Context: Proper guidance for first generation learners. The Practice: Identification of Slow and Advanced learners at the beginning of every 1st semester. Bridge Courses. Distribution of COPO . Preparation of detailed lesson plans. Different evaluation methodologies ICT enabled teaching, Mentor-Mentee system Continuous feedbacks from students Different publications, Evidence of Success: Better engagement and participation of the students in the class. Noticeable improvement in class attendance as majority of the students attend more than 65% of classes. Dropout percentage has decreased significantly. Problems Encountered/Resources Required: Intrinsic problem with the first generation learners Initial quality of the students remains low. Sharing of college building with Day College. Lack of availability of adequate no of rooms

Bets Practice II Title of the Practice: Social Responsibilities Objectives of the Practice: Transform the college to a socially responsible institution The Context: Socially backward urban area with adjacent refugee colonies and slums The Practice: Outreach programmes, world environment day, craft work prepared by nss, celebration of yoga day, dengue and mental awareness campaign, slum programmes, herbal product making Evidence of Success: Increased awareness Increased participation Sense of purpose and hope Societal Upliftment Problems Encountered: Lack of student volunteers Lack of awareness Lack of time Lack of staffs to participate and organize

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

Composition of students constitutes substantial number of first generation learners. The college prides itself for being the mentoring centre for many such students who went on to make good careers and happy breadwinners for their family. It happily functions as a centre for community upliftment.

College mostly runs in the afternoon shift and good percentage attend classes after engaging themselves in part time jobs during day shift. It provides the unique opportunity of engaging in studies to pursue further dreams while working at the same time due to its evening schedule.

College located in a colony area. Composition of residents in the locality and vicinity includes mostly refugees from erstwhile East Pakistan. The institution has over the years functioned and transcended its role as a community college. Shortage of full time teaching staff and most of the permanent nonteaching posts are presently vacant. In spite of that, the college provides excellent learning

environment

Sincere, obedient and disciplined students.

Highly qualified, sincere and devoted teaching faculties supported by available efficient and sincere full time and adhoc nonteaching staffs.

Supportive and experienced management represented from all strata of society.

Active and cooperative students' council.

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

- Implementation of recommendations of NAAC Peer Team members in the 3rd cycle of accreditation in a phased manner;
- Arrangement of different infrastructural facilities required under newly introduced Curriculum and Credit Framework(CCF) as per recommendations of NEP,2020.(Like arrangement for Internship programme, introduction of ABC Facilities as per guidelines of the affiliating university);
- Organisation of International seminar under MOU and publication of Research volume;
- Different activities by the Anti-ragging Cell and Gender Equity Cell;
- Undertaking different activities by the NSS Unit under Central Government projects;
- Publication of ISBN volume from college and NGO sponsored ISSN volume;
- Arrangement of Educational tours by different departments.