



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**GOVERNMENT GIRLS' GENERAL DEGREE COLLEGE**

GOVERNMENT GIRLS GENERAL DEGREE COLLEGE, 7, MAYURBHANJ ROAD,

KOLKATA

700023

[www.govtgirlsekalpur.com](http://www.govtgirlsekalpur.com)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**July 2024**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Education has been considered as a key instrument for social change and progression. The present decade is marked by an increasing awareness of the necessity of women's empowerment, for it plays a significant role in the progress of a country. Higher education for women has become a policy agenda for many developing nations including India. However, in India even today women face significant barriers for accessing education and employment. The World Bank has reported that only around 50% of women in India participate in the labour force. This is due in part to cultural and social barriers that prevent women from participating in the workforce, as well as lack of access to education and training.

The Government of West Bengal has taken major initiatives to enhance women's status by facilitating them with adequate education. Establishment of this Government College for Girls at Mominpur area of Kolkata is a part of this endeavour. The college is directed to improve the quality of education among all sections of women in the society. The college visualizes the academic and intellectual development, moral uplift, social commitment and cultural refinement of the upcoming generation.

Government Girls' General Degree College is the fourth Government college for girls in Kolkata. Due to its proximity to National Library, Calcutta University Alipur Campus, and other major locations of southern Kolkata, the college is favourably accessible to a large section of students interested for higher education. The establishment of this college marks a positive and progressive initiative towards facilitating higher education for women in West Bengal. Incidentally, the college was established after a decade long pressing demand for a Women's college in the locality. The college was inaugurated on the 28th January, 2016 by Hon'ble Chief Minister Smt. Mamata Banerjee. The College has been affiliated to the University of Calcutta. The inauguration inevitably marked the beginning of a journey towards achieving academic excellence for women. Presently, the college offers Honours Courses in Arts, Science and Commerce streams. Faculties of all fifteen departments (Honours) put untiring efforts to provide quality academic guidance to all students and work towards their overall developments.

### **Vision**

To impart holistic education to students and to make them global citizens who are intellectually motivated, technologically equipped, socially aware the institution intends to provide value-based, quality education, to provide students with ample learning experiences and opportunities. The vision of the Institution is empowerment and emancipation among all sections of women in the society through higher education. In other words, this college visualizes the academic and intellectual development, moral uplift, social commitment, cultural refinement of the upcoming generation. The institution aims at nurturing a student within a liberal, secular, progressive and enlightened environment.

## Mission

The mission of the college is to facilitate in the best possible ways the higher education facilities to women by ensuring an all-inclusive development that promotes capacity building through a quality teaching-learning process. The institution aims to promote a multicultural, multilingual, and secular learning environment that is inclusive, tolerant, and supportive of the pursuit of knowledge much above the stated syllabus and provide education that is accessible to all and inexpensive in nature, thereby constructing a democratic space fostering academic excellence.

The major objective of the institute is to guide students toward a successful completion of their undergraduate degrees and channel them towards the pursuance of higher level degrees in their selected or allied fields of study and to ensure students with a proper training for greater employability to illuminate the future of young women learners the mission of the Institute includes

- Cultivation of quality and excellence in education.
- Boosting of scientific and technological temperament.
- Conducting and organizing seminars and workshops for cultivation of knowledge, skills and discipline among the students.
- Ensuring overall personality development of the students through extracurricular activities.
- Providing opportunities for improvement of girls from educationally and economically marginalized section of the society.
- Preparing the students for employment and entrepreneurship.
- Providing value-based teaching so that our students become better human beings.
- Encouraging the students for learning Indian traditional values and culture.
- Developing the institution as a vibrant knowledge hub in teaching, research and extension activities.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

- A multi-cultural, multi-lingual, and multi-religious milieu conducive to first and second-generation learners.
- Twenty six-plus highly qualified and dedicated faculty members enhance the academic standards of the college. Majority of the teachers hold doctoral degrees.
- Commendable students' performance at University Examinations and their enrolment for higher studies at the University level .
- Successfully implemented the 'student-centric' CBCS curriculum in all its Honours courses from 2018 July Under University of Calcutta .
- The augmentation of e-resources and ICT-enabled teaching methodology immensely helped the students during the pandemic and beyond it.
- Efficient IQAC ensures quality control, academic expansion, partnerships, and productive strategies for overall institutional development and growth.
- The Grievance Redressal Cell, Anti-Ragging Cell, Internal Complaints Committee, Disciplinary Action Committee, and Career Counseling Cell protect and promote students' safety, dignity, and future prospects.
- Psychological Counseling Cell ensures the mental well-being of all stakeholders. Moreover, the College *has* spatial proximity to a renowned hospital CMRI (Calcutta Medical Research Institute).

- Active NSS unit performs various community outreach and extension activities throughout the year.
- The College is having a language laboratory named as Rokeya Sakhawat Hossain Centre for Comparative Languages established in February 2023 inaugurated by Hon'ble Mayor Firhad Hakim Saheb .
- The College has also established a Heritage Study Centre in August 2019 to portray the rich heritage culture of the Kiddepore-Ekbalpore-Mominpore locality of Kolkata .

### **Institutional Weakness**

As a comparatively newly set up Government College, the institution lacks the necessary infrastructure available at established old colleges.

- Insufficient number of teachers in the college to meet the requirements of CBCS AND NEP curriculum for all semester students.
- The institute is also suffering from the pt. of view of students admission in each academic session may be due to the presence of two more Government Colleges in close proximity
- Insufficient Government funds and their irregular disbursal system pose problems for the college to plan and execute projects.
- Meager recurring allotted funds restrict resources for running the establishment, providing AMC of instruments, hiring casual staff, etc.
- As a fully Government Institute, the college depends entirely on P.W.D for construction and renovation-related civil and electrical works, making quality assurance, maintenance, and monitoring difficult. Non-recruitment of Group-D staff has deprived the Science Departments of their non-teaching laboratory assistants and adversely affected the office as well.
- Due to dearth of funds, the library lacks an adequate number of books and staff.
- Students are mostly first-generation learners from rural areas who suffer from a lack of socio-academic exposure.
- The college has been unable to conduct various capacity-building and skill enhancement classes like UGC Career Oriented Add-on Courses.
- Being a government institution, the College cannot sponsor faculty to either avail memberships of academic bodies or attend seminars/workshops. However, the College authority allows On Duty Leaves to the faculty for such endeavors.

### **Institutional Opportunity**

- Student in the institute are mostly first-generation learners. As their social exposure and academic expertise are lacking in many respects, it is relatively easy to groom and prepare them for their future academic journey.
- The college maintains and encourages communal harmony and national integrity as there are students from different communities in institute.
- The HEI promotes the wholesome development of students across all sections of society.
- It promotes the potential of the students for attaining excellence in their fields under the guidance of the efficient faculty members of the institution, who provide them with constant motivation and support.
- The college encourages education beyond the recommended syllabus by regularly organizing seminars and workshops on multifarious topics of academic and social interest. Even during the pandemic, webinars were organized online to keep up students' interest in various subjects.

- Some of the departments conduct field trips to historical places or sites of biological diversity to enhance the learning aptitudes of students in addition to the recommended education field trips mentioned in the under graduate syllabus (for Geography Course)
- The institution organizes various socially relevant programs (such as an AIDS awareness program, and counseling camp, gender sensitization program, awareness program regarding abuse, cyber security, mental health awareness program, job placement workshops ) in collaboration with several govt. and non-govt. organizations to promote the holistic development of the students.

### **Institutional Challenge**

Students are mostly first-generation learners whose parents are mostly engaged in unorganized sectors and having no fixed family income. They are more likely to face ‘discouraging’ inhibitors and barriers, such as social backwardness, and financial crisis, and are likely to experience lower levels of ‘encouraging’ factors, such as parental encouragement and motivation for higher studies and research.

- The institution struggles with a dearth of funds from the government, leading to a deficit of proper infrastructure. Despite having so many learned faculty members, the institute is unable to fully utilize its knowledge and skills because of adequate infrastructural and maintenance facilities.
- The college tries to increase the soft skills of the students so that this upcoming generation of learners has the scope to learn and utilize these skills in the future for getting suitable jobs.
- The college struggles with the ongoing trend of student absenteeism. Many students lack interest in general degree courses and do not show up for classes regularly. Sometimes, students get admitted just to avail scholarships and other benefits provided by the government. A large number of students also tend to drop out due to marriage constraints and job prospects.
- Being a government college, procedural delay caused due to administrative paraphernalia of the Government. This is a recurrent but unintentional obstacle that the Institution faces.
- The college has no authority or opportunity to fill up vacant teaching and non-teaching posts, which remain unoccupied unless filled at the sole discretion of the Department of Higher Education, Government of West Bengal. There is no provision to appoint SACT or guest teachers formally
- There is minimal scope for introducing innovative teaching-learning techniques given the strict constraints of syllabus completion within the stipulated annual academic schedule set by the affiliating University.
- The job placements of the students is still not praise worthy and majority of the students lack the skill of writing correct and good English to express the matters properly . They also lack the skill of communications in English .

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

Being an affiliated college, the college strictly adheres to the curriculum recommended by the University of Calcutta. The institution has little flexibility in making decisions on curriculum planning and designing, though

through indirect measures such as the mechanism of Board of Studies gets certain amount of responsibility. For the effective implementation of the curriculum and to monitor the daily academic activities with firmness and efficacy, the college maintains timely preparation of timetable, academic calendar, and periodic review and evaluation.

As part of academic flexibility, the college encourage the students to enrol for basic computer course offered by WEBEL at very nominal cost. The Institute also arranges value education seminars with in-house college teachers to motivate the students.

Regarding curriculum enrichment, the institute seeks to promote awareness among students regarding 'Professional Ethics', 'Human Values', 'Gender', 'Environment and Sustainability' following prescribed curriculum.

Participative learning is encouraged by undertaking project and field-works to gain experience on higher levels of academic or professional engagements. Special lectures by academic experts, Group discussions, students' seminar are held by different departments. The Inter-Departmental Faculty Exchange also enable the students to get enriched intellectually. Teachers from Chemistry, Economics Geography, Physics, and Sociology departments take classes on Environmental Studies.

To inculcate ethics and to make students socially responsible, the college encourages learners to enrol under NSS. Human values are fostered through NSS activities like flood relief, donation of clothes, books, stationeries. For environment issues, NSS organizes cleanliness drives, tree plantation, World Environment Day celebration, awareness programs on importance of saving water, plastic hazards, etc. The science departments observe National Science Day inviting eminent personalities from science background.

Obtaining feedback from students, teachers, employers, alumni etc. on academic matters ; the IQAC directs actions to be taken for the holistic development of the learners.

### **Teaching-learning and Evaluation**

The "Teaching-Learning and Evaluation" is considered as the major driving force of any Institute to develop and flourish the educational societies. The institution aims to impart value-based education system synchronized with the experiential learning.

The admission process is transparent and admission of students is done following the guidelines of the University and the directives issued by the Government of West Bengal. The Admission subcommittee publishes merit list in a fair and transparent way. The reservation policy is followed strictly as per government norms. All the activities are organized according to the "Institutional calendar" which is prepared in consonance with the University Academic Calendar, in consultation with IQAC. The College follows the Choice Based Credit System (CBCS) since 2018-2019 and has adopted the NEP-2020 from 2023 following the guidelines of the University.

The learners are offered participatory, blended mode, experiential, and ICT enabled teaching-learning. In addition to Lecture and chalk and Talk method, classes are held by audio visual power-point presentations. Class assignments, internal assessments, term end examinations are conducted as per the academic calendar.

A large number of teachers is continuously engaged in nurturing the students on academic and extra-curricular

issues. The teachers mostly conduct the classes in Interactive Method. Regular Assignments and Project-based Learning, ICT based Learning, Experiential Learning, Excursions etc. are the cornerstones in academic process.

Teachers as mentors give a patient hearing to the learners for academic and extra academic problems. Special classes are organized for slow and advanced learners in accordance as required.

In strict compliance with objectives of Outcome Based Learning set by the affiliating University, the Program Outcomes (POs), and Course Outcomes (COs) are framed by different departments and are hosted in the college website.

Internal assessment is conducted following the University schedule. Grievances related to internal and external examinations are addressed as per norms.

### **Research, Innovations and Extension**

The College encourages research in numerous ways. Many faculty members are engaged in serious research and undertake high-quality work. Two faculty members guide research scholars for doctoral thesis. Other faculty members also regularly publish research papers in high quality indexed journals. They are also encouraged to participate and attend national and international conferences. Students are also encouraged to publish in wall magazines and college magazine (Niswan). The IQAC in collaboration with various departments organizes workshops/seminars for networking, mentoring, and learning from peers. The College thus maintains a research and innovation ecosystem for promotion, creation and transfer of knowledge.

In response to the Covid situation, the students of the Department of Chemistry prepared sanitizer in 2021 and distributed it in the neighbourhood community.

The institution fosters a culture of innovation by encouraging creativity and experimentation among the students through in-house and field projects, poster presentation in seminars etc.

Vibrant courses of study transacted by various departments transmit the values of Indian knowledge system (IKS). The college organizes workshops on yoga and meditation and self-defence to ensure physical, mental, emotional well-being of the students. Painting, art and crafts, etc. help the students to attain all round development of mind and body.

The institution encourages collaboration and partnerships with different departments, colleges, organizations to create inter-disciplinary innovation and knowledge transfer to the wider community. MoUs with other colleges enrich our faculties and students. Students often participate in practical classes in colleges signed under MOU to enrich their learning skill. Different Activities like seminars, workshops, webinars have been conducted jointly by colleges signed under MOU

The N.S.S. Unit of the college mainly endeavours its effort in carrying out different voluntary community actions involving spontaneous support from the student community. Some of such actions are directed towards undertaking cleanliness drives, awareness sensitization initiatives, plantation drives, philanthropic and patriotic involvements, to mention a few.

Students of our college have also earned awards and recognitions for their innovative academic and extracurricular activities through participation in poster presentations, extempore, debate competitions , RJ

talent hunt events outside campus organized by other institutions .

### **Infrastructure and Learning Resources**

College is well-equipped and well-furnished to offer quality teaching-learning in Graduation (Hons. And General) level for Fifteen-subjects. Established in 2016, it encompasses two-three-storied and one-two-storied buildings. It comprises of 27-normal-classrooms, 11-laboratories, 7-ICT-enabled classrooms (5 for Science-departments and 2 for Humanities and Commerce-departments).

A total of 81 computers are available, out of which a Computer-Laboratory is designed with 30 computers for students. In addition, 9 more computers of Physics and Mathematics laboratories are procurable by students. Central-Library and some departments offer accessibility of computers to students.

1-ICT-enabled Seminar-Hall, ground-floor and 2-ICT-enabled Lecture-Theatres, first-floor are used for holding Seminars, Workshops and Cultural-events. Entire college-campus has Wi-Fi facilities provided by BSNL and Alliance-Broadband. Wall-Magazines prepared by different departments artfully convey the creativity of the students.

20 well-maintained Washrooms, Self-Service Vending Machines in student's washroom, Hostel accommodations for few students and Residential quarters for staff-members are there. One student's common-room, NSS room, Cheap-Store, Medical room and 2 canteens are some notable facilities. Care for Divyanjan are taken by providing ramp, washroom, wheel-chair. Furthermore, Water-Purifier, Fire-Extinguisher, Intercom, CCTV facilities are noteworthy.

Besides some indoor-games, an open-space of 1506.4 sq. ft. is available for students to practice outdoor-games. College encourages students to undertake various co-curricular activities by providing synthesizer, sound-system, permanent-stage etc.

### **LIBRARY AS LEARNING RESOURCE:**

College-Library has Automation Process running in full swing. Central Library is fully Wi-fi enabled and under CCTV surveillance. It has used ILMS-KOHA software starting from the session 2017-18 till date. National Digital Library of India (NDLI) is well accessible from College Library. Library maintains its rules and regulations framed for its users and is well-organised consisting nearly 6898 number of books and 32 number of journals. Provision of Open-Access system for the students to choose their desired books is truly remarkable. Sitting arrangement for at least 20 people along with AC is present for self-study. Most of the departments are supplemented with Seminar-Libraries.

### **IT INFRASTRUCTURE:**

College-website is regularly updated under AMC purview. Sufficient printers, scanners, copier machines are widely accessed. Study materials, notices, University Question Papers etc. are made available on the website.

### **Student Support and Progression**

**Financial support:** Every year a large number of students get benefited by scholarships provided by the



Government. Students avail merit cum means scholarship, minority scholarships etc. offered by the State Government and Central Government. The college also facilitates with low tuition fee.

**Capacity building and skill enhancement initiative:** College offers 'Add-on Courses, as collaborative endeavors eg. diploma course on computer applications by WEBEL.

**Guidance for competitive examinations and career counselling:** The career counselling and placement cell arranges interviews. The college has taken initiatives to arrange career talks engaging organizations as Anudip Foundations, Right Track, Magic Bus Foundations to train the final term students and offer job placements at the end of training sessions to the selected candidates.

**Redressal mechanisms:** The problems related to academic affairs, sexual harassment, ragging etc. are placed before the Grievance Redressal Committee and after careful investigation the Committee tries to bring about a solution for the same. Fortunately no complaints have been received so far related to ragging and sexual harassment by any learners in the college so far. Anti ragging policy framed by the Anti-Ragging Committee has been posted in the college website and in the notice board. Gender sensitizations seminars are held by ICC for raising awareness.

**Students' progression:** A good number of students are enrolled for higher education to pursue PG and B.Ed. courses under different Universities and many students have been employed during this period. One former student from Chemistry department has also got enrolled for Ph.D program under Diamond Harbour Women's University.

**Students' achievement:** Our students secure academic rank in university examinations and got admitted under different Universities for pursuing higher studies. They also get awarded for their exceptional talent in sports and cultural competitions.

**Alumni engagement:** The Alumni association of the college was formed in November 2019. The registration of the association is under process. The Alumni participate in career talks and different activities organized by the college with great passion. Some Alumni have also started taking voluntary classes to assist the departmental teachers in regular course curriculum.

## **Governance, Leadership and Management**

The vision of this Institution is Empowerment and Emancipation among all sections of women in the society through higher education and the mission is illuminating the future of young women learners.

The Principal monitors the mechanism concerning administrative and academic processes. The governing Body and the Co-ordinator, IQAC support the Principal in every step. The Teachers' Council and its different sub-committees and some administrative sub-committees of the Principal uphold the vision and mission of the college as shown in Organogram. Each sub-committee has a convener or joint Conveners and the members of each sub-committee take the responsibility of planning and discharging their duties in each academic session.

### **Administrative set-up:**

The institution is a government organization under the aegis of the Department of Higher Education, Government of West Bengal. There is a Governing Body to the Principal in administrative matters. The IQAC

plays a vital role in framing and implementing decisions related to academic affairs. The Teachers' Council creates different sub-committees for smooth functioning of all affairs related to academics.

### **ROLE OF IQAC**

The Internal Quality Assurance Cell (IQAC) of the college is active in maintaining the quality of the teaching learning process and overall improvement of the academic environment of the college.

### **PROMOTION:**

Promotion / career Advancement Scheme gets implemented for all staff members as per guideline of UGC / Government of West Bengal.

### **e-GOVERNANCE**

The college has received its DDO Code – CABEDI215 dt. 16/11/2016 as per GO-DT/O/7/D-10(pt.-10)/1597, on 16th November, 2016.

### **FINANCIAL SUPPORT:**

The institution is financed entirely by the Government of West Bengal. Once the fund from Higher Education Department, West Bengal is received, the Principal calls a meeting with the Departmental Heads and the Secretary of Teachers' Council to distribute among the departments proportionately, equitably and justifiably to purchase the specific articles following the rules of the Government of West-Bengal.

### **FINANCIAL SUPPORT TO TEACHERS**

IQAC of the college has prepared a plan to provide financial support to teachers for attending seminars/ workshops/ conferences, research work and all the academic enrichments of all the teachers of the college.

### **Institutional Values and Best Practices**

The college is committed to impart quality education and to ensure holistic development of the students to make them multi-skilled and socially responsible global citizens for a sustainable society.

**Promotion of Gender Equity:** The notion of gender equity is consistently nurtured in this institution through seminars, webinars and academic programmes. The ICC, NSS Unit of the college organizes seminars and gender sensitization programmes inside and outside the college campus.

### **Commemorative cultural activities:**

The institution celebrates different cultural programmes throughout the year. Every year, the Cultural Committee celebrates theme-based programmes on Republic Day, Independence Day and International Mother Language Day. The cultural programmes highlight contemporary issues. Competitive events are held whereby students get a fair chance of participation and display their cultural traits.

**Eco-friendly environment:** The college undertakes Green Audit, Energy Audit and Environment Audit every

year to facilitate a Green eco-friendly campus. The college disposes wastes using coloured bins where segregation of waste materials are maintained.

**Disabled friendly environment:** Disabled friendly ramps and toilets are constructed to help the Divyangjan.

**Inclusive environment:** The college promotes an inclusive environment by maintaining Communal Harmony. Students from different castes, religions and mother tongue join very passionately to celebrate different festivals like Iftar party, Basanta Utsav, Christmas Eve etc. They also celebrate Teacher's Day, Independence Day, Republic Day, International Women's Day very enthusiastically.

**Code of Conduct:** The college has a Code of Conduct for Students, Teaching and non- Teaching Staff displayed at the college website.

**Social outreach:** Commemorative programmes are held, and the NSS Unit I performs regular activities and conducts special Camp for the inmates for the adopted neighbourhood slum.

**Best Practice 1:** One time financial assistance for purchase of books and study materials are provided to needy and meritorious students based on family income from Student's Welfare Fund.

**Best Practice 2:** Efforts to portray the rich heritage and multi-ethnic culture of the college area and its neighbourhood – Kidderpore- Ekbalpore-Mominpore- Metiabruz and port area of Kolkata.

**Institutional Distinctiveness** includes capacity building, empowerment of the enrolled learners and 360-degree holistic development encompassing eight vividly marked dimensions.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVERNMENT GIRLS' GENERAL DEGREE COLLEGE
Address	GOVERNMENT GIRLS GENERAL DEGREE COLLEGE, 7, MAYURBHANJ ROAD, KOLKATA
City	KOLKATA
State	West Bengal
Pin	700023
Website	<a href="http://www.govtgirlsekbalpur.com">www.govtgirlsekbalpur.com</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	SYEDA SHA RIQATUL MOULA ALQUADRI	033-24481171	9831201060	033-24481160	gggdc.coll@gmail.com
Associate Professor	DEBAPRASAD BANERJEE	033-24982734	9088959010	-	dpbmac@rediffmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	For Women
By Shift	Day

Recognized Minority institution	
If it is a recognized minority institution	No

<b>Establishment Details</b>				
<b>State</b>	<b>University name</b>	<b>Document</b>		
West Bengal	University of Calcutta	<a href="#">View Document</a>		
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>	<b>View Document</b>		
2f of UGC	06-02-2018	<a href="#">View Document</a>		
12B of UGC				
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
No contents				

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

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	GOVERNMENT GIRLS GENERAL DEGREE COLLEGE, 7, MAYURBHANJ ROAD, KOLKATA	Urban	1.259	2045.92

## 2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/ Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Arabic,Honours and Honours with Research	48	Passed Ten plus Two Examination	Bengali	31	2
UG	BA,Bengali,Honours and Honours with Research	48	Passed Ten plus Two Examination	Bengali	31	0
UG	BA,English,Honours and Honours with Research	48	Passed Ten plus Two Examination	English	31	25
UG	BA,Persian,Honours and Honours with Research	48	Passed Ten plus Two Examination	English	31	0
UG	BA,Urdu,Honours and Honours with Research	48	Passed Ten plus Two Examination	Urdu	31	16
UG	BA,History,Honours and Honours with Research	48	Passed Ten plus Two Examination	English,Bengali	31	9
UG	BA,Political Science,Honours and Honours with Research	48	Passed Ten plus Two Examination	English	31	13
UG	BA,Sociology,Honours and Honours with Research	48	Passed Ten plus Two Examination	English	31	2
UG	BA,Educatio	48	Passed Ten	English	37	26

	n,Honours and Honours with Research		plus Two Examination			
UG	BSc,Economics,Honours and Honours with Research	48	Passed Ten plus Two Examination	English	31	0
UG	BSc,Physics, Honours and Honours with Research	48	Passed Ten plus Two Examination	English	31	4
UG	BSc,Chemistry,Honours and Honours with Research	48	Passed Ten plus Two Examination	English	31	3
UG	BSc,Geography,Honours and Honours with Research	48	Passed Ten plus Two Examination	English	31	1
UG	BSc,Mathematics,Honours and Honours with Research	48	Passed Ten plus Two Examination	English	31	3
UG	BCom,Commerce,Honours and Honours with Research	48	Passed Ten plus Two Examination	English	61	43
UG	BA,Ba,Multidisciplinary	36	Passed Ten plus Two Examination	English,Hindi,Bengali	122	39
UG	BSc,Bsc,Multidisciplinary	36	Passed Ten plus Two Examination	English	61	0
UG	BCom,Bcom,Multidisciplinary	36	Passed Ten plus Two Examination	English	31	0

**Position Details of Faculty & Staff in the College**

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				10				27			
Recruited	0	0	0	0	4	6	0	10	5	12	0	17
Yet to Recruit	0				0				10			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				14
Recruited	7	3	0	10
Yet to Recruit				4
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0



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

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	3	4	0	4	8	0	19
M.Phil.	0	0	0	1	2	0	0	2	0	5
PG	0	0	0	0	0	0	1	2	0	3
UG	0	0	0	0	0	0	0	0	0	0

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

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

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>	<b>Others</b>	<b>Total</b>
		0	2	0	0

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	426	9	0	0	435
	Others	0	0	0	0	0

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

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	1	5	0	0
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	15	14	8	18
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	138	160	129	129
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	1	1	1	0
	Others	0	0	0	0
Total		155	180	138	147

### Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The 'National Education Policy 2020' provides an inclusive framework for primary and higher education and vocational training in rural and urban India. The policy envisions an India centered
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education system compatible to transform India to a vibrant knowledge society. The thrust area is to ensure the education system as a well-resourced and multidisciplinary one by the consolidation of multiple educational institutions and disciplines. The proposed creative combination of study and multiple entry and exit makes the system highly flexible. The traditional rigidity of the formal system and standalone institutions will be replaced with high-quality liberal education to facilitate an optimal learning environment and multidisciplinary education that provides adequate provision for student mobility. The Higher Education Institutions (HEIs) are expected to cope with the demands of various sectors due to significant changes in the market and accordingly HEIs are required to upgrade themselves at regular intervals to meet the demands of both students and industries. Further to accomplish all the crucial targets drafted for 2030 Agenda for Sustainable Development, such a challenging aim will demand the redesigning of the entire educational system. The Government Girls' General Degree College from its very inception is following a teaching-learning strategy that identifies the potentialities of each individual student through stimulating teachers and parents in both academic and co-curricular fields. The college offers all the three courses B.A., B.Sc, B.Com and therefore in true sense the college can introduce multidisciplinary Courses in the context of NEP. All the laboratories under Physics, Chemistry, Mathematics and Geography have enough instruments to accommodate around 30 students per batch. The 'Elective Papers' have been made available to students of all disciplines by various departments. Interdisciplinary subject studies are encouraged to acquire knowledge across the courses. Courses in the multidisciplinary and interdisciplinary fields have been added as electives to academic programmes. For example, those belonging to Humanities section can opt for Economics – a science subject as one of their electives. Every programme is created to give students a good many number of options while selecting electives from other departments. The college offers a number of cutting-edge curricula in the fields of value-based and environmental education, and community engagement and service through NSS. Students are encouraged to take flexible multidisciplinary

	<p>curriculum, like computer training and Yoga training. Individual department with IQAC, the seminar subcommittee and Research and Development cell arrange seminars, webinars and workshops on a wide range of fields at regular intervals. The college also regularly arrange value education classes by the in-house faculty members to deliver lectures on interdisciplinary topics. The college has a dedicated NSS team to perform outreach and community services for the neighbouring slum communities. The college is collaborating with Asutosh College and Khidderpore College so that students can opt for Hindi as major, minor and IDC subject. Academic and career counselling from experts are conducted for the learners. The college is earnestly trying in their best possible ways to put the NEP's recommendations into practice.</p>
2. Academic bank of credits (ABC):	<p>The Government of West Bengal has recently formed a committee comprising distinguished individuals to oversee the establishment of a 'State Academic Bank of Credit'. The Government Girls' General Degree is an affiliated college under University of Calcutta and is also under the direct administrative control of Higher Education Department Govt. of West Bengal. The college will take steps to create and implement Academic Bank of Credits as soon as the college receives the guidelines from Higher Education Department GoWB and the Affiliating University.</p>
3. Skill development:	<p>The Choice Based Credit System introduced by University of Calcutta has introduced Skill Enhancement Courses (SEC) for all disciplines since the academic session 2018-2019. All the affiliated colleges are therefore teaching these SEC papers in all disciplines. This is enabling a good exposure of students to develop their Skills and make themselves ready for suitable jobs in future. In addition the college offers diploma courses on computer skills and add on courses that help students to become skilled for pursuing jobs etc.</p>
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>As a good number of our students are having Hindi as their mother tongue enrolled in the college, most of the lectures are delivered in English and Hindi by the faculty members. The college celebrates customs and traditions and different festivals like Holi, Iftar party, Raksha Bandhan, Bijoya Sammilani, Christmas Eve that reflect the vibrant secular Indian</p>

	<p>Culture. The Birth Anniversaries of women reformers like Begum Rokeya Hossain, eminent poets like Munsif Prem Chand and thinkers are organised in the campus. These occasions provide opportunities for students to make themselves aware about the vibrant Indian Culture and tradition. There are five language departments in the college viz. Arabic, Urdu, Persian, English and Bengali to cater the demands of the local people who teach the students as recommended in the UG syllabus about the Indian language and culture in detail. The college has a Language centre in the name of Begum Rokeya Hossain Centre for Comparative languages and literature which has already hosted a translation workshop for students. Our Urdu department publish newsletter. We are going digital and keeping ourselves rooted in Indian knowledge system. Our library has created a section for rare books on heritage culture of Kidderpore -Mominpore locality for the students and teachers. The college has tried to uphold the rich cultural heritage of the locality which is a melting point of different cultural communities living in good harmony for long time. The college has formed a heritage study centre in the academic session 2019-2020 to portray the rich local heritage of the port constituency of Kolkata. Already the study centre in collaboration with the College IQAC cell and West Bengal Heritage Commission and local NGOS has organized two very unique Programs Calcutta 23- a diversity festival in November 2019 and another Heritage food festival – Khana –E – Kidderpore in November 2022. The birth centenary of Nawab Wajed Ali Shah was also observed by this study centre in collaboration with the IQAC cell to make the students learn about the Indian History and glorious past of the port area of Kolkata.</p>
5. Focus on Outcome based education (OBE):	<p>Our fifteen departments have outlined outcomes of different courses and UG programs offered and the same are displayed on the College website. Being an affiliated college, the college strictly follows the course curriculum prescribed by the mother University i.e. University of Calcutta. The departments have tried to formulate outcomes based on guidelines of the mother University. Program outcomes and course outcomes for all programs offered by the institution are communicated and explained to students at the beginning of each</p>

	semester. Many college events are linked with the proposed outcomes.
6. Distance education/online education:	<p>The lockdowns and the restrictions on the physical classes during the COVID 19 pandemic in the academic sessions 2020-2021 and 2021-2022 have obliged the college to move overnight to the ONLINE mode of teaching. All classes in all departments were taken in online mode following a scheduled routine mostly in synchronous platforms like Google meet and ZOOM. Some faculty members have also taken regular classes with the help of Google classrooms. The study materials were sent by email to individual students. Regular communications were done through whatsapp. The online study materials were also uploaded topic wise by the teachers in the college website so that all can get access for the same. These are open online study resources not restricted to college students only. Other college students can also access the same for their learning. Doubt clearing and interactive sessions along with various other activities with students were held in the online mode through face to face interactions in Google meet or Zoom. Links of many online study/course materials (like e Pathshala and National Digital Library for India) are provided in the college website for the easy access of students to different reference materials. One of the faculty members of Geography Department has also contributed in writing the entire PG course material for Climatology module for Netaji Subhash Open University (where learning is done in distant mode). Few faculty members have also completed successfully different MOOC modules on interdisciplinary topics during the lockdown period online. During the Pandemic period, teachers have also participated in different FDP courses conducted by different Universities in the online mode. The college also held different webinars to enhance the learning process of the learners.</p>

### Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	The Government Girls' General Degree College Electoral Literacy Club was conceived on 04.07.2021 and came into force with effect from 5th July, 2022.
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	<p>In a letter dated 29.11.2023 (Letter No. DEO/19/EL/2024), Dr. Rashmi Kamal, IAS, District Election Officer of Kolkata South expressed her sincere gratitude for establishing Electoral Literacy Club in our college premises and welcomed the enthusiastic participation of the members of this club towards taking SVEEP initiatives a step forward.</p>
<p>2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?</p>	<p>Yes, the club is a functional body and representative in character. As per ECI, the club consists of teachers and student representatives. The Department of Political Science is responsible for the smooth functioning of this club. Teachers and students of other departments have been included to give this body truly a representative character. Dr. Bhaswati Bhattacharyya, Associate Professor, Department of Chemistry has been acted as the Nodal officer of this club. Other members of this club are Dr. Syeda Shariqatul Moula Alquadri, Principal, GGGDC, Dr. Sampa Sen, Associate Professor of Bengali (teacher's Council Secretary), Prof. Jayantajoy Chattopadhyay, Associate Professor and Head, Department of Political Science and Dr. Rajashree Dasgupta, Assistant Professor and Head, Department of Geography. All students are members of this club. However, GGGDC Electoral Literacy Club has nominated three students representatives, one student from each stream viz. Arts, Science and Commerce (2021-2022 session). Tazeen Siddiqui, Department of English represented Arts, Moniba Afifa, Department of Geography represented Science and Fatema Khatun, Department of commerce represented Commerce.</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>Electoral Literacy Club of GGGDC is a dais to engage college students through interesting activities and hands-on experience to sensitize them about their electoral rights and familiarize them with the complete electoral process in our country. With the goal to build a participative democracy in India, the club encourages the students to vote, spread awareness and promote voter literacy among all in the neighborhood. ELC of GGGDC, IQAC and NAAC subcommittee of GGGDC took initiative to organize an "Electoral Awareness and Enrollment Camp" on 01.12.2023 in the college campus in collaboration with Kolkata Port A. C under DEO Kolkata South. The major objective of the camp was to aware the eligible voters in the age group of 18-21</p>



	<p>years about the importance of casting votes and the procedure to be followed for voting. A team of fifteen officers from the District Election Commission of Port Assembly Constituency visited the college for the purpose. Three officers –Mrs. Bhuprobha Biswas, WBES (Exe.) and Deputy Director and ERO; Mr. Abdullah Jamal. Dy. Director, WBLRS and AERO and Mr. Rajarshi Lahiri, Assistant Director WBLRS and AERO delivered speech in the seminar on “Electoral Awareness and Enrollment”. 137 students and 10 teachers were participated in the camp. Students and teachers interacted with the officers regarding their problems in voter’s id (for change in address or correction of spellings in their name etc.). A good number of students also enrolled their names as new voters in the camp. A recognition letter from the Election Commission was also submitted to the Principal of the college.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>The following initiatives have been undertaken by the ELC of GGGDC: 1. ELC of GGGDC, IQAC took an initiative after a meeting with five officers of DEO, Survey Building on 04.03.2024 to organize a one-day college camp on “Electoral Literacy by EVM Demonstration” on 04.03.2024 at the college premises in collaboration with Kolkata Port A. C under DEO Kolkata South. The major objective of the camp was to aware the eligible voters in the age group of 18-21 years how to use EVM for voting. A team of five officers from the District Election Commission of Port Assembly Constituency visited the college for the purpose. Students and teachers participated in huge numbers to cast their dummy votes by the EVM. The hands on training program for students and teachers in collaboration with DEO Kolkata South is expected to be fruitful and beneficial to all eligible voters for casting their votes. 2. As per an Orientation Program on ELC under DEO Kolkata (South) with all the A.C.s and Nodal Officers of ELC, held in Survey Building, 35, Gopal Nagar Road, Alipore, Kolkata, 700027, on 22.03.2024, (Attended by two distinguished GGGDC representatives Dr. Mohsin Khan, Assistant Professor of Department of Urdu and Prof. Pritin Dutta, Assistant Professor of the Department of Political Science) a meeting was held on 16.04.2024 at Principal’s Chamber. It was decided that Electoral Literacy Club of Government Girls’ General Degree</p>

	<p>College will organize a “One-Day Students’ Election Awareness Campaign” at the college premises in collaboration with IQAC and NSS Unit-I of Government Girls’ General Degree College. The Event selected was: POSTER COMPETITION having topic: “DON’T MISS VOTING: POWER IS IN YOUNG FINGERS”. The major objective of the competition was to aware the eligible voters in the age group of 18-21 years the power of voting. A team of three officers from the District Election Commission, of the Port Assembly Constituency visited the college for the purpose. Ten students from the departments of Urdu, Commerce, Geography, Political Science and Education Departments of the college have participated in this competition. Professor Jayanta Joy Chattopadhyay, Associate Professor and Head, Department of Political Science, GGGDC and Mrs. Gufrana Khatoon, Revenue Officer, Survey Building, Alipore judged the competition. Participants delivered a small speech on their poster topic. Based on participant’s Poster drawing and verbal explanation, Soni Khatoon of Department of Political Science (SEM 6), Sana Afreen of Department of Geography (SEM 4) and Raunak Parween of Department of Education (SEM 1) stood First, Second and Third respectively. Certificates and Prizes were given to the winners. The flyer and report with relevant photos were also disseminated through the official WhatsApp group of the ELC.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>The Government Girls’ General Degree College Electoral Literacy Club has taken an initiative for the students who are yet to be enrolled (18-21 years) to enroll in the electoral roll through camp in collaboration with Kolkata Port A. C under DEO Kolkata South and intends to further this initiative by sensitizing the students preferably the new voters (18-21 years) about the importance of voter registration and casting a valid vote.</p>

## Extended Profile

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### 1 Students

#### 1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
425	441	406	384	327

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 2 Teachers

#### 2.1

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

Response: 32

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.2

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

2022-23	2021-22	2020-21	2019-20	2018-19
28	28	27	28	25

### 3 Institution

#### 3.1

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

2022-23	2021-22	2020-21	2019-20	2018-19
113.856	84.472	73.439	71.814	101.165

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1

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

**Response:**

Government Girls' General Degree College, Kolkata is affiliated to the University of Calcutta and adheres to its curriculum. Our college offers UG degree in Arts, Science and Commerce with strength sanctioned as per the University. For the effective implementation of the curriculum, Principal with the help of IQAC and Academic sub-committees take several steps like timely preparation of timetable, academic calendar, provision of adequate laboratory and library facilities, and periodic review and evaluation.

The college prepares an academic calendar at the beginning of the year adhering to that prescribed by University of Calcutta with details of commencement of classes, and examinations. Routine Sub-Committee designs the central routine of the college providing all relevant information regarding the details of classes and curriculum delivery. The departmental timetables are prepared by the departments and approved by the Principal, who supervises the regularity of classes. The syllabus is distributed among the teachers in departmental meetings and classes allotted as per the timetable. Specific internal assessment formats provided by respective BoS are followed by different departments and records are preserved centrally. Every Faculty member provides the list of text books and references books for purchasing as per requirement in the library.

**Mechanism for effective curriculum delivery:**

1. Apart from conventional chalk and talk method, ICT based teaching learning methods are extensively used. During the pandemic, regular online classes were conducted alongside the continuous assessment- both internal and University final term exams as per the instructions of the University.
2. The college encourages and arranges for educational tours, group discussion and students' seminar for hands-on learning and interactive learning such as department of History, Geography, Commerce, Education, Urdu, and Political Science. For example, the Department of Geography arranged one day educational tour to Geological Survey of India in different academic session starting from 2017-2018 for Semester – I students to get a detailed demonstration on rocks and minerals
3. Special lectures by academic experts are arranged. To make the curriculum more effective and make the students accustomed with the present trends of teaching methods, UGC and college sponsored seminars and workshops are arranged frequently.
4. The syllabus and previous examination questions are made available in the college library.
5. The college undertakes upgradation of laboratories and infrastructural facilities for timely and effective curriculum delivery.

6. The institution has E-learning platform (Youtube Channels) to enable teachers to transmit knowledge by preparing online teaching-learning materials. College website provides learning materials to the students as uploaded by the faculties from time to time.
7. Through Inter-Departmental Faculty Exchange Programmes students are not only enriched intellectually, but academic flexibility is also maintained. Teachers from departments like Chemistry, Economics Geography, Physics, and Sociology take classes on Environmental Studies.
8. Academic flexibility is also attained through guest lecturers for the subjects like Hindi (MIL), Commerce from Kidderpore college, and for Chemistry from Maulana Azad College with whom the college has signed MOUs.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1

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

**Response: 3**

File Description	Document
List of students and the attendance sheet for the above mentioned programs	<a href="#">View Document</a>
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Evidence of course completion, like course completion certificate etc. Apart from the above:	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 1.2.2

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

**Response:** 24.66

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

2022-23	2021-22	2020-21	2019-20	2018-19
72	89	67	97	164

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 1.3 Curriculum Enrichment

#### 1.3.1

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

**Response:**

The curriculum of the University of Calcutta includes issues relating to Gender issues are included in UG syllabi of Political Science, English, Education, Sociology, Bengali, History, Urdu, Persian, Geography and Arabic. Human values are included in UG course of Education and Bengali as part of ethics, peace education and value education. Environment/sustainability is addressed in core, SEC and GE courses of Geography, Physics and Chemistry. The syllabi focus on different dimensions of environment ranging from ecology, biodiversity, sustainable development, renewable energy, to green chemistry. Mandatory Environmental Studies Course is included under Ability Enhancement Compulsory Course in Semester 2 of the CBCS curriculum.

The college collaborates with an NGO named '**Know Your Neighbour**'.

The Cultural Sub-Committee celebrates International Women's Day every year by organizing seminars, participatory activities, inviting eminent personalities to deliver lectures on gender related issues followed by interactive sessions with the participants.

To inculcate values and ethics and to make students socially responsible, the college encourages students to enrol under NSS. Human values are fostered through NSS activities like flood relief, donation of clothes, books, stationeries. To address environment issues, NSS unit I of the college organizes cleanliness drives, plantation of trees, celebration of World Environment Day, awareness programs and seminars on importance of saving water, hazards of plastic, etc. The NSS puts up posters for switching off lights and fans in empty classrooms, No Plastic Zone, and use of source segregated waste bins. The

science departments observe National Science Day every year inviting eminent personalities from science background to deliver lectures and increase the academic exposure of students.

The Seminar Sub-Committee organized Seminar on environmental issues.

Our College celebrates memorable days and events of national and international significance to inculcate human values in students and staff by paying homage to our own nation and her great people and sow the seeds of national integration, communal harmony, and inclusivity.

Department of Commerce inducted an Entrepreneurial Cell named 'Passion' to inculcate entrepreneurial skills among the students. Skill Enhancement and Incubation centre along with Passion has organised activities to foster entrepreneurship.

*Note: Issues relating to Professional Ethics, Gender, Human Values, Environment and Sustainability are present in the syllabus of Arabic, Bengali, Urdu, Persian, English, Education, History, Geography, Sociology, Political Science, Commerce, Physics and Chemistry.*

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 1.3.2

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

**Response:** 40

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

Response: 170

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 1.4 Feedback System

### 1.4.1

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



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

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

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1

##### Enrolment percentage

**Response:** 38.5

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

2022-23	2021-22	2020-21	2019-20	2018-19
155	180	138	147	173

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

2022-23	2021-22	2020-21	2019-20	2018-19
430	430	400	400	400

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

#### 2.1.2

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

**Response:** 7.39

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

2022-23	2021-22	2020-21	2019-20	2018-19
16	19	8	18	17

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

2022-23	2021-22	2020-21	2019-20	2018-19
220	220	205	205	205

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	<a href="#">View Document</a>
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule ( Translated copy in English to be provided as applicable)	<a href="#">View Document</a>

## 2.2 Student Teacher Ratio

### 2.2.1

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

**Response:** 15.18

## 2.3 Teaching- Learning Process

### 2.3.1

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

**Response:**

In consonance with the guidelines of the UG Courses under the Calcutta University, the teaching-learning processes at Government Girls' General Degree College, are experiential, participatory and interactive and incorporates problem-solving methodologies. The salient features of the teaching-learning processes include,

- Hands-on laboratory experiments in lab-based subjects.
- Field studies and case-studies and educational tours as per the requirements of the syllabi.
- Use of ICT enabled tools e.g. power-point, e-resources, streaming documentaries/videos etc.
- Peer learning through group projects, class presentations etc.
- Seminars and webinars organised by the college and various departments create a space for participative and focused learning.
- For slow learners extra guidance is provided through special classes, special practical classes and study materials.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1

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

**Response:** 78.61

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

2022-23	2021-22	2020-21	2019-20	2018-19
37	37	37	37	25

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 2.4.2

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

**Response:** 89.71

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

2022-23	2021-22	2020-21	2019-20	2018-19
25	23	24	25	25

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	<a href="#">View Document</a>
Institution data in the prescribed format	<a href="#">View Document</a>
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1

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

**Response:**

As a constituent college of the Calcutta University, Government Girls' General Degree College, follows the University rules and norms on Internal Assessment.

- In non-lab based subjects; a total of 35 percent, sub-divided into 10 percent for class test, 10 percent attendance and 15 percent Tutorial Assignments, is assigned for Internal Assessment of Core Course and DSE Papers, while 65 percent is assigned for University Examination.
- In SEC papers 80 percent is assigned for University Examination, the Tutorial Component is absent in these papers.
- In lab based subjects the evaluation formula is 20 percent for Internal Assessment, 30 percent for Practical Examination and 50 percent for University Examination. The Internal Assessment comprises of two components- 10 percent class test and 10 percent attendance.
- During the Covid Period the attendance component of the internal assessment was relaxed in view of the pandemic situation.
- Faculty members design assignments in formats specified by the syllabi. Teachers explain the

parameters by which they will grade the assignments. Students are given adequate time to complete and submit these assignments.

- Teachers are encouraged to complete the grading of assignments in a timely manner.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

### 2.6.1

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

#### Response:

A program outcome represents the knowledge, skills and attitudes of the students at the end of a degree program. Program Specific Outcomes means what the graduate students of a specific degree program should be able to do and Course Outcomes are the resultant knowledge skills that the students acquire at the end of the course. It defines the cognitive processes a course provides.

The IQAC of the institute guides the departments regarding the preparation of program outcomes, program specific outcomes and course outcomes. These are charted by the departments in alignment with the university prescribed syllabus, the core values and objectives of the institution. Each department, following extensive discussions, according to the nature and scope of the Programmes and Courses offered by them, prepare Course outcomes. The institution outlines POs and PSOs for all programmes and COs for each course. After aligning these with the University envisaged learning outcomes, the course plans are made by the departments.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 2.6.2

*Attainment of POs and COs are evaluated.*

**Explain with evidence in a maximum of 500 words**

#### Response:

**Direct ways to evaluate course outcomes:**

In reference to the stipulations of the University of Calcutta, apart from the end-semester examinations, the college conducts an internal examination consisting of attendance (10%), internal assessment (IA) (10%), and tutorial examination (15% for non-practical based subjects)/Practical examination (30% for practical based subjects).

In addition, the college also conducts continuous internal evaluation through class tests, discussions, and project-based assignments, which helps to estimate the course outcomes and provides scope for the students for improvement. After identifying the academically weak students, the departments take the initiatives to draft appropriate measures like arranging remedial classes in consultation with the IQAC cell. The students who receive the highest marks in the University examination are also awarded on the day of annual functions every year to boost their morale and motivate others to perform well.

**Indirect ways to evaluate course outcomes:**

The indirect method score is calculated on feedback reports obtained from the students after completion of the course. Teacher Assessment includes 20 marks for each students based on class response and performance. The average score is obtained based on the student's responses. Attainment level score is calculated for each course by combining 80% of the direct method score and 20% of the indirect method score.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

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

**Response:** 78.86

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

2022-23	2021-22	2020-21	2019-20	2018-19
57	98	133	95	31

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

2022-23	2021-22	2020-21	2019-20	2018-19
115	128	134	98	50

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	<a href="#">View Document</a>
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1

#### Online student satisfaction survey regarding teaching learning process

**Response:** 3.44

File Description	Document
Upload database of all students on roll as per data template	<a href="#">View Document</a>



## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

#### 3.1.1

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

**Response:** 26.31

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	19.93	6.38	0

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 3.2 Innovation Ecosystem

#### 3.2.1

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

**Response:**

The College encourages research in numerous ways. Many faculty members are engaged in serious research and undertake high-quality work. Two faculty members guide research scholars. 7 scholars have already completed their Ph. D. Other faculty members also regularly publish research papers in high quality indexed journals. They have to their credit many articles published in highly acclaimed international journals with impact factors greater than 2. They are also encouraged to participate and attend national and international conferences. Students are also encouraged to publish in wall magazines and college magazine (Niswan). The IQAC in collaboration with various departments organizes workshops/seminars for networking, mentoring, and learning from peers. The College thus maintains a research and innovation ecosystem for promotion, creation and transfer of knowledge.

In response to the Covid situation, the students of the Department of Chemistry manufactured sanitizer under the guidance of the departmental faculty in 2021. It was distributed to local people through NSS.

The institution fosters a culture of innovation by encouraging creativity and experimentation among the students through in-house and field projects, poster presentation in seminars etc.

Vibrant courses of study transacted by the Departments of Political Science, History, Sociology and Urdu transmit the values of philosophical literatures which serve as the foundation for the Indian knowledge system (IKS). Department of Economics, Geography and Political Science encourage intellectual development in tune with the spirit of IKS, making students learn about diverse economic and geo-political scenarios. Our college has adopted a holistic approach incorporating numerous facets of human life, covering physical, mental, emotional, and spiritual components. The concept of self, formation of identify, self-image and its influence on behaviour and actions are inculcated through the study of IKS. It is further conceived that the language study under IKS can develop comprehensive knowledge of our heritage among the learners. There were workshops on yoga and meditation and self-defence that ensured physical, mental, emotional well-being of the students. Painting, art and crafts, etc. help the students to attain all round development of mind and body. Hindi was taught as a language in (1+1+1) and CBCS.

The college has evolved to absorb, and apply fresh concepts, theories and technological advancements into its strategic planning, while keeping strong ties with the core values and beliefs. Departments of Chemistry and Physics focus on advancement of science and technology. Besides, seminars are conducted that transmit knowledge on scientific advancements, professional skill development and inculcation of national and regional culture and heritage.

The College has created an environment for innovations through its Research Development Council (RDC) formerly known as Research Sub-committee.

The annual Self Appraisal System motivates the members of faculty to enhance their research performance and to undergo professional development and participate in conferences, seminars and workshops. The faculties are encouraged to apply for different Government (UGC, DST) projects, grants, fellowships, for research.

The institution encourages collaboration and partnerships with different departments, colleges, organizations to create inter-disciplinary innovation and knowledge transfer to the wider community. MoUs with other colleges enrich our faculties and students.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 3.2.2

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

**Response:** 27

#### 3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on

**Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
3	2	1	12	9

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**3.3 Research Publications and Awards****3.3.1**

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

**Response:** 0.63

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

2022-23	2021-22	2020-21	2019-20	2018-19
4	6	4	4	2

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

**3.3.2**

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

**Response:** 0.66

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

2022-23	2021-22	2020-21	2019-20	2018-19
3	6	5	4	3

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

**3.4 Extension Activities****3.4.1**

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

**Response:**

The College organizes certain events with the help of NSS Unit to contribute to the institution-neighbourhood-community network. This is a positive step in training the students in community service and making them responsible citizens of India. This enables the betterment of the neighbourhood.

**Community Service Projects:** NSS volunteers coordinate community service initiatives in neighbourhood community housed by the underprivileged population and take up clean-up drives, anti-drug campaigns, literacy drive, health check-up camp and anti-defecation drive.

**Awareness Campaigns:** The institution sponsors programmes to raise public awareness on a range of social concerns like mental health, environmental sustainability, and gender equality through celebration

of Communal Harmony week, tree plantation day, Earth Day, World Environment Day, ban plastic campaign, Water Preservation Campaign, etc.

**Workshops:** Workshops are held on subjects including civic responsibility, social justice, community development, and human rights.

**Cultural Events:** A variety of cultural events, including fairs, exhibitions, and yearly festivals, are held. The college organizes an annual prize distribution ceremony and annual day each year.

**Certificate/ Add on Courses:** WEBEL conducts a two-year diploma in computer application 2018 onwards.

**Outcome:** Community service enables students to comprehend the value of giving back to society and cultivate compassion for those in need. The students of different departments gain knowledge of societal problems and engage with the community to spread awareness. Interaction during the workshops helps the students to understand their part in fostering a better society. They also learn essential skills such as leadership, teamwork, and communication. Cultural events assist the students in understanding the community's diversity and fostering intercultural competence, besides developing a feeling of pride and reverence for their local heritage. Prize distribution ceremony and annual day each year encourages the successful students. Faculties, staff and students enthusiastically take part in social change while learning the virtue of philanthropy.

**Impact:** The impacts of these extension activities are significant. Students develop a deeper sense of social responsibility and become active citizens. Students learn more about the social problems impacting their neighbourhood and seek to develop solutions. They also learn vital life skills through these activities, such as empathy, teamwork, and leadership, which they may use in both their personal and professional lives. Additionally, it promotes the institution's values of social responsibility and helps to build a positive image of the organization in the community. Finally, the extension activities carried out during the Covid pandemic gave some relief to the local and financially weaker section of the neighbourhood.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**3.4.2**

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

**Response:**

Students of our college received prestigious awards for their innovative academic and extracurricular activities including sports. They made us proud.

**Sweta Sunwar** and **Krishna Naskar** from Geography Department of Part II (Hons. Batch) participated in intercollege poster competition on 13th September 2018 and stood first as a team in Bethune College at the time of observing Samriti Saptaha on the 125th Anniversary of Chicago Address delivered by Swami Vivekananda.

**Kazi Rubaiya Siddiqui**, SEM I, English Honours student won the first prize in an extempore competition organised by the International Affairs Department, Jadavpur University in the academic session 2018-19.

**Kazi Faika Siddiqui** of UG SEM - V and **Yasmeen Khatoon** of UG SEM – V represented in the All Bengal Inter College Quiz Competition held on the 26th September, 2021 in connection with the celebration of the birth anniversaries of Pandit Ishwar Chandra Vidyasagar, a doyen of Bengal renaissance and litterateur Sarat Chandra Chattopadhyay and the college secured the Second position in the competition.

**Nishat Raisa** from the Department of Commerce was the winner of the RJ Talent Hunt and was selected for solo performance on Azadi ka Amit Mahotsav on 29th May 2022.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 3.4.3

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

**Response:** 10

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

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

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

### 3.5 Collaboration

#### 3.5.1

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

**Response:** 30

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

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

#### 4.1.1

The Institution has adequate infrastructure and other facilities for,

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

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

**Response:**

- o College is well-equipped and student-friendly with **27 normal-classrooms, 11 laboratories, 7 ICT-enabled classrooms.**
- o Science departments have **procured Laboratories** with store-rooms.
- o **81 computers** are available in total.
- o **Separate computer-laboratory for students** is furnished with **30 computers.**
- o **Other 23-computers for students and 28-computers for** staff-members are running smoothly.
- o **1 ICT-enabled Seminar-Hall**, ground-floor and **2 ICT-enabled Lecture-Theatres**, first-floor are used for holding Seminars, Workshops, Cultural-events.
- o **5 ICT-enabled classrooms, ground-floor** and **2 ICT-enabled classrooms, first-floor** are utilized by Science-departments, Humanities and Commerce-Departments.
- o Entire college-campus is **Wi-Fi-enabled by using BSNL and Alliance Broadband.**
- o **12 Overhead-Water-Tanks and 1 submersible pump** have been installed for water-supply.
- o Several **Notice-boards** including **Departmental-Notice-Boards** are fixed at convenient places and **Digital-Notice-Board** is hanged at the entrance of the building.
- o **College-Library** has **ILMS-KOHA** software starting from 2017-18 till date.
- o Student can access **NDLI** through **College-Library.**
- o **Library maintains Open-Access-System for the students** to choose from a collection of 6898 books and 32 journals.
- o **Library provides 3 computers for students, teachers and Library-Personnel.**



- o College has a special facility of **ramp, washroom, wheel-chair for Divyangjan.**
- o 20 well-maintained **Washrooms** are spread over 3 floors.
- o **Self-Service Vending-Machine** is installed inside the first-floor student's washroom.
- o **Hostel-facility** is available for limited students.
- o **Residential quarters** for **staff-members** are distributed among 2 buildings.
- o A **common room for students** is there beside Students-Section.
- o College **IQAC** has a separate room.
- o Every Department has its own room along with a **Teachers Common Room.**
- o **1 Student-Section**, ground floor and **1 Office**, first floor are well oriented.
- o **College Office** has created **VIDWAN ID** database.
- o College provides a separate **room for NSS.**
- o **Cheap-Store** has **Photocopy Facility.**
- o **Medical Room** has **patient-bed, First-Aid-Box.**
- o **College-campus** including 2 **canteens** are under **CCTV surveillance.**
- o **Water-Purifiers** are maintained in college-building and Hostels for drinking-water.
- o Several **fire-extinguishers** are well equipped.
- o **Red, yellow, blue and green waste-bins** are used.
- o **Intercom-facility** connects all corners.
- o Area of **front-open-space** available for **sports/outdoor game** is **1506.4 sq ft.**
- o Energy-efficient, environment-friendly **30 LED-lights and 2 LED-Glow-Signboard** enlighten the campus.
- o **Medicinal plants** are planted by College NSS-Unit.
- o Raychem RPG **Power-Management-Room** of 6000 Volts (Unit Panel, 50/5+5A, 600A, 1R×3C×300 50nMM XPLE) is used.
- o **Solar-panels** are used to save Non-renewable energy and to promote green-initiative.

- o **AC outlet waters are reused** for cleaning and gardening purpose.
- o A **Fitness-Exercise-Cycle, Yoga-mats** are available.
- o **Karate-Classes** under Project-Sukanya in the session 2019-20 & 2020-21 were arranged.
- o **Agreement** with Physical Education College for Women has been signed for using their **Playground and Gymnasium**
- o **Indoor-games** like Carrom, Chess, Scrabble and **Outdoor-game** like Badminton are available for students.
- o College has organized various **Cultural-Activities** and the position holders are given certificates and medals.
- o **Permanent Stage, Key-Board, Microphone, Sound-System** are available for any events.
- o **Wall Magazine** are decorated by different departments.
- o Students participate in **Cine Club**.
- o **Medical-Awareness** like breast cancer, eye-checkups, health-checkups are noticeable.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 4.1.2

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

**Response:** 11.21

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

2022-23	2021-22	2020-21	2019-20	2018-19
3.83442	0	0	6.88662	39.13837

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

## 4.2 Library as a Learning Resource

### 4.2.1

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

#### Response:

- o **College Library Automation Process** of Government Girls' General Degree College is running in full swing. College has used **ILMS-KOHA** software starting from the session 2017-18 till date.
- o **Open Educational Resource Repositories (OER Repositories)** like **SWAYAM PRABHA, EPG Pathshala, Cambridge University Press, Elsevier, Springer Open etc.** are used by students of various courses under National Education Policy (NEP) and other students also, within college premises.
- o **KOHA** supports students to access various world-class **books in online mode** for their reference study and to quench their thirst for knowledge.
- o **Oxford Reference Dictionary**, accessible in **KOHA**, is very gainful for students.
- o Library provides **E-Learning environment** to students, teachers and other learners via a browser.
- o The Central Library is fully **Wi-fi enabled**.
- o **National Digital Library of India (NDLI)** is well accessible from College Library by students and Teachers alike.
- o **Video, Audio, Virtual Laboratories, information and/or suggestion for Certificate Courses**, available in **NDLI**, are beneficial for students.
- o Previous Year's **University Question Papers are available** at one click under Library drop-down menu in college website.

- o College Library has **3 Computers**, of which, **1 is for Students, 1-for Staff-members and 1 for Data-Entry** and other Library purposes.
- o The Central Library plays an important role in teaching-learning interaction. It has a spacious **AC reading room** which can accommodate at least 20 students at any given time.
- o Library is well-equipped consisting nearly **6898 number of books and 32 number of journals**.
- o **Library maintains Open-Access system for the students** to choose their desired books from the collection. They are allowed to read and take notes from the books right in the library itself.
- o The entire library premise is under **CCTV surveillance** as library provides open access.
- o In addition to the Central Library, most of the departments are supplemented with **Seminar-Libraries** with a considerable collection of books which can be easily accessed by the students.
- o Library keep itself well-organized by following some **Specific Rules** like Membership Rules, Home Issue Rules, Reading Room rules and Reprographic Service usage rules.
- o Amount spent on **purchase of books (in 2022-23) is: Rs.3,46,440/-**

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 4.3 IT Infrastructure

#### 4.3.1

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

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

#### **Response:**

- The college has a registered domain for **its website**, <https://www.govtgirlsekalpur.com/> from the year 2016 and is under AMC purview. The information on the website is **regularly upgraded**.
- **All required study materials, notices, University Question Papers etc.** are **made available on the website** for the benefit of the students.
- College Office works under **E-governance like IFMS, HRMS, WBHS, GEM, Banglar Uchchashiksha portal, NIRF** etc.
- **UG Admission Procedure** is conducted through **Online process** from **2016**.

- **University Registration-Process and all Scholarship processes** are administered **via online-mode**.
- Student can apply for **Student Credit Card** through online mode now, for a financial assistance of their studies.
- The not-so-old Lock-down situation has directed us towards an **IT-assisted teaching-learning-evaluation** process. The Google Classrooms, Zoom-platform facility, Online examination systems, Internal Assessment via Google form have helped a lot in curbing health risks and for harboring various academic and outreach ventures such as Webinars, Special Lectures during the pandemic period.
- The **IT-infrastructure** of the college is becoming a **learning aid** to the students as well as the faculty members with various study and research materials by its duly upgradation.
- All departments, Offices and the library of the college were started with **70 Computers, 50 Printers, 7 Projectors**.
- **In the year 2017 and 2018, 11 more Computers and in the year 2019, 16 Printer-cum-Scanner, 2 Projectors** were purchased.
- **1 Copier-Machine** was there at Principal-Office from the beginning of the college and **1 more machine** was purchased for Library in 2018. **Another Photocopier-facility** is also available for students in Cheap Store.
- **BSNL wireless internet facility (Wi-Fi)**, with a **Data-usage upper limit of 200GB/month from 2016** and **Alliance Broadband wireless internet facility (Wi-Fi)** with a **Maximum Internet-Speed limit of 175 Mbps** are accessible **from 2020** at different corners of the college.
- **8 ICT-enabled rooms** are in full-use with all possible IT-facility managements.
- **In 2018, 16 Closed Circuit Cameras were installed, followed by 6 more in 2019 and another 6 in 2022**, at places like Principal's Chamber, Principal's Office, Library, Corridors, Canteens, Main Entrance gate and College-Building Main Gate.
- **2 CCTV camera monitoring screen** fixed in Principal room can be controlled and observed by the **Principal's Mobile Phone**.
- **IT-Infrastructure in Principal's Chamber** includes systems and facilities like **4 Computers, 4 Printers, 2 B/W Printer-cum-Scanner and 2 Colored Printer-cum-Scanner**.
- **The office of the Principal** is well-equipped with high quality technical support as it run through **8 computers with internet facilities** accompanied by **8 Printer-cum-Scanners**.
- **Uninterrupted Power Supplies (UPS)** are attached with each and every computer to combat against sudden Power-Failures.
- **All computers** are maintained through **AMC**.
- **Medical Camp or/and Seminar** are organized for health awareness using **overhead projectors** and desktops.
- **Antivirus software** to protect the devices has been installed from 2016 for the safety of the users as well as the gadgets.
- College authority has taken initiative to **minimize paper usage** by making the documents available in College Website.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**4.3.2****Student – Computer ratio (Data for the latest completed academic year)****Response:** 8.02**4.3.2.1 Number of computers available for students usage during the latest completed academic year:**

Response: 53

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

**4.4 Maintenance of Campus Infrastructure****4.4.1**

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

**Response:** 0.41**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
1.26610	0.19250	0.16655	0.10005	0.11599

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

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1

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

**Response:** 73.88

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

2022-23	2021-22	2020-21	2019-20	2018-19
315	305	306	308	231

#### File Description

#### Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

#### 5.1.2

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

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

**Response:** B. 3 of the above



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

### 5.1.3

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

**Response:** 27.74

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

2022-23	2021-22	2020-21	2019-20	2018-19
71	117	0	208	154

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 5.1.4

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

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

**Response:** A. All of the above

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

## 5.2 Student Progression

### 5.2.1

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

**Response:** 29.23

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

2022-23	2021-22	2020-21	2019-20	2018-19
29	31	30	19	12

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

2022-23	2021-22	2020-21	2019-20	2018-19
57	98	133	95	31

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

### 5.2.2

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

**Response:** 0.68

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

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

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 5.3 Student Participation and Activities

**5.3.1**

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

**Response: 4**

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

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

**File Description****Document**

Upload supporting document

[View Document](#)

list and links to e-copies of award letters and certificates

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

**5.3.2**

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

**Response: 5.2**

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

2022-23	2021-22	2020-21	2019-20	2018-19
7	8	1	4	6

**File Description****Document**

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

## 5.4 Alumni Engagement

### 5.4.1

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

**Response:**

The alumni association of Government Girls' General Degree College, was formed on November 26, 2019 with an intention to assist the college administration in various events organized by the college as an important stakeholder. Alumni association is the mirror of the college, reflecting the professional and personal achievement of the students. The number of registered alumni presently stands at 375. However, being fresh pass-outs, many are involved in higher studies and pursuing various career options, which considerably limited their participation in college affairs despite their willingness and intentions.

The executive committee of the alumni includes:

1. President: Dr. Syeda Shariqatul Moula Alquadri. (Ex- officio)
2. Working President: Maimuna Shams
3. Vice President: Farhana Shams
4. General Secretary: Moniba Afifa
5. Assistant General Secretary: Mizan Nisha
6. Treasurer: Shazia Rahaman

Our alumni actively participate in career counselling talks, cultural activities and events organised to encourage entrepreneurship among the students. The first meeting of the alumni along with their parents was held with Anudip Foundation and Right Track on May 05, 2022. At the beginning a meeting was held among the Alumni, teachers and the principal of the college. Then Anudip Foundation and Right Track offered job oriented courses on Comprehensive Life Skill. Fifty three alumni attended the program. The second career talk on Basic English and IT was held in June 10, 2022 by Anudip Foundation which was attended by both Alumni and their parents. Thirteen Alumni with their parents attended the program. The third program on career related talk on Employment Linked Skilling Program was organized by Magic Bus Foundation in August 30, 2022. Seventeen Alumni attended the program. The fourth program was on 'Connect with Work' organized by Magic Bus Foundations during September 6th and 7th and was also attended by quite a good number of alumni. On 1st day of September 6, 2022 eleven Alumni attended the program while 15 alumni attended during the interview session on the second day.

Some of the alumni are involved in taking voluntary classes in different departments viz. Chemistry, Geography and Urdu. Around 105 students in the last five academic sessions (2018-2019 to 2022-2023)

are pursuing higher studies under different Universities for Ph.D., Post Graduation and B.Ed courses. 27 alumni members are engaged in different organizations as teachers, consultants and IT workers. Former students from Mathematics, English and Geography have also qualified at the National level entrance examinations like JAM, NET and CTET. The Alumni also organizes reunions of ex- students in some departments, arranges different cultural programs during teacher's day. Alumni also join in different online meets with the faculty members and the Principal to discuss issues related to the development of teaching learning process of the Institute. The alumni has also provided their valuable feedback on the overall teaching-learning ambience and the infrastructure of the college. Majority have shown their keen interest to contribute in the future endeavours of the college for the holistic development of the enrolled learners. The registration of the alumni association of the college is under process.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1

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

#### **Response:**

#### **Vision:**

The vision of the Institution is Empowerment and Emancipation among all sections of women in the society through higher education. In other words, this college visualizes the academic and intellectual development, moral uplift, social commitment, cultural refinement of the upcoming generation. The institution aims at nurturing a student within a liberal, secular, progressive and enlightened environment.

#### **Mission:**

The mission of this institution is illuminating the future of young women learners by following under mentioned steps.

1. To cultivate quality and excellence in education.
2. To boost scientific and technological temperament.
3. To organize Seminars and Workshops for cultivation of knowledge, skills and discipline among the students.
4. To ensure overall personality development of the students through extracurricular activities.
5. To provide opportunities for improvement of girls from educationally and economically marginalized section of the society.
6. To prepare the students for employment and entrepreneurship.
7. To provide value-based teaching so that our students become better human beings.
8. To encourage the students for learning Indian traditional values and culture.
9. To develop the institution as a vibrant knowledge hub in teaching, research and extension activities.

Government Girls' General Degree College is the fourth Government college for girls in Kolkata, West Bengal. Due to its proximity to National Library, Calcutta University Alipur Campus, and other major locations of southern Kolkata, the college is favourably accessible to a large section of students interested in higher education. The establishment of this college marks a positive and progressive initiative towards facilitating higher education for women in West Bengal. Incidentally, the college was established after a decade long pressing demand for a Women's college in the locality. The college was inaugurated on the 28th January, 2016 by Honourable Chief Minister Smt. Mamata Banerjee. The College has been affiliated to the University of Calcutta. Presently, the college offers Honours Courses in Arts, Science and Commerce streams with fifteen departments. From 2018 the college follows CBCS syllabus in all programmes and from 2023 the college follows NEP in all programmes under Calcutta University. The college began its academic journey on 28th January 2016 with thirteen departments and 115 students in

first academic session.

The Principal plays a crucial role in achieving the vision and mission of the institution. She monitors the mechanism concerning administrative and academic processes. The governing Body and the Co-ordinator, IQAC support the Principal in every step. The Teachers' Council and its different sub-committees and some administrative sub-committees of the Principal uphold the vision and mission of the college. Each sub-committee has a convener or joint Conveners and the members of each sub-committee take the responsibility of planning and discharging their duties in each academic session.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1

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

#### Response:

#### Strategic plan:

Government Girls' General Degree College is a government college and as such the overall administrative setup, appointments, service rules, procedures that guide the working of the institution are all framed by the Higher Education Department of the Government of West Bengal. However, every effort is made on part of the institution to abide by and to put to effect the policies / plans / strategies / guidelines as issued by the said authority from time to time.

The principal of the college together with the Co-ordinator, IQAC, Secretary, Teachers' Council and the Departmental Heads, lead all activities of the College.

- The following strategies are adopted by the institution to monitor and evaluate policies that will be implemented:
  - 1.Regular meetings of the IQAC and the Teachers' Council.
  - 2.A regular feedback system from Students and their parents, alumni, teachers, staffs, employees.
  - 3.Academic Audit by the Principal with the help of Co-ordinator, IQAC and external experts.
  - 4.Regular visits of the Principal to the departments and interaction with the Head and other faculty members of the departments (not operative during the period of lockdown in 2020-21).
  - 5.Head of the departments monitor the academic and administrative governance of each department on a regular basis in consultation with the Principal and the IQAC co-ordinator.



6. Application for grants from the Government.
7. Extension of available area to accommodate more classrooms, laboratories etc.
8. Renovation to revive the aging infrastructure of the institution.
9. Application for more substantive posts for all departments from the State Government.
10. Arrangement of Seminars/ webinars.
11. To run Tutorial classes more effectively.
12. To enter into collaborative ventures with other reputed institutes.
13. Interaction among mentor and mentee in all departments.
14. Add-on courses to be introduced in all departments.

### **Administrative set-up:**

The institution is a government organization under the aegis of the Department of Higher Education, Government of West Bengal. A Governing Body is present to advise the Principal for administrative and academic matters. The IQAC and the Teachers' council plays a vital role in framing and implementing decisions related to academic affairs. The Teachers' Council creates both the Academic and Administrative committees for smooth functioning of all affairs in consultation with the Principal. Appointment and Service Rules are implemented as per the Government norms. The Public Service Commission, West Bengal arranges interviews and prepares merit list and the Higher Education Department, Government of West Bengal gives the appointment to those selected, in concurrence with the Governor. The West Bengal Education Service job is transferable in nature and teachers are transferred to other Government colleges within the state from time to time. Service Rules include rules for the State Government employees and rules for teachers issued by the UGC. Promotions of teaching staffs are done as per UGC norms ratified by the Government of West Bengal. Appointments and promotions of non-teaching staff are executed as per West Bengal Service Rules.

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Institutional perspective Plan and deployment documents on the website	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### **6.2.2**

#### ***Institution implements e-governance in its operations***

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

**Response:** A. All of the above

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

### 6.3 Faculty Empowerment Strategies

#### 6.3.1

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

#### **Response:**

The Government of West Bengal has introduced a method of online submission of Self – Appraisal Report for the teachers. There is a hierarchical workflow of cadre – controlling authorities where teachers submit the Self-Appraisal Report (SAR) to the Principal. The Principal puts forward her comments and sends the SAR to the Director of Public Instruction (DPI). It is then forwarded to the Secretary, Higher Education Department, Government of West Bengal.

Feedback system has been introduced in the institution for the students, teachers, alumni, staffs parents and employees.

#### **Welfare Measures :**

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

- **General Provident Fund (GPF) :** All staff members get the benefit of the GPF .
- **Annual Increment :** All staff members of the college are entitled to get 3% annual increment in their salary.
- **Pay Revision :** Pay is revised from time to time as per the recommendation of UGC , Pay Commission / Pay Review Committee.
- **Promotion :** Promotion / career Advancement Scheme gets implemented for all staff members as per guideline of UGC / Government of West Bengal.
- **Group Insurance :** Group Insurance scheme is available for all staff members.

- **LTC** : LTC are available as per WBSR .
- **Festivals Advance**: On occasion of festivals like the Durga Puja and Eid etc. any member from the lower – income group among the college staffs are eligible to take advance money if he or she desires. There exists an upper ceiling of income.
- **Puja Bonus** : Non – teaching staff members , particularly of the Group – D category are entitled to get bonus at the time of the Durga Puja.
- **Medical Allowance** : All staffs of the college are entitled to Medical Allowance .There is also the provision of the West Bengal Health Scheme.
- **Faculty Development Programme** : Faculty members are encouraged to participate in Orientation Programmes, Refresher Courses, Short Term Courses, Workshops , Seminars and Conferences for upgradation of their academic knowledge .
- **Leave Facilities** : All employees are entitled for Casual Leaves, Duty Leaves, Medical Leaves and Earned Leaves. Women employees can avail **Maternity Leave** and can avail **Child Care Leave** for two years (maximum) and male employees can avail CCL for one month
- **Quarantine Leave** : Quarantine Leave for employees affected by pandemic disease like Covid 19 .
- **Regular Cleaning** : Regular Cleaning and sanitisation is done in the college for health and hygiene of the employees of the college.
- **Drinking Water Facility**: Hygienic drinking water facility is available to all employees and the College has its own water purification system with RO.

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 6.3.2

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

**Response:** 0

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

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

<b>File Description</b>	<b>Document</b>
Policy document on providing financial support to teachers	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	<a href="#">View Document</a>
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	<a href="#">View Document</a>

### 6.3.3

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

**Response:** 32.54

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

2022-23	2021-22	2020-21	2019-20	2018-19
36	17	6	4	5

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

2022-23	2021-22	2020-21	2019-20	2018-19
15	15	16	15	12

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of the certificates of the program attended by teachers.	<a href="#">View Document</a>
Annual reports highlighting the programmes undertaken by the teachers	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1

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

#### Response:

*The institution is financed entirely by the Government of West Bengal.*

State Government Allotment : These are utilized for :

1. Salary (Teaching & Non-teaching permanent staffs)
2. Wages (Data Entry Operators)
3. Allotment to West Bengal Health Scheme
4. Electricity Bill
5. Telephone Bill
6. Office expenses
7. Allotment to PWD ( Civil and Electrical ) for enhancement of infrastructure and campus maintenance.
8. Development Grant
9. Books
10. Contingency expenses (Remuneration for Karmabandhu and Guest Lecturer and others miscellaneous expenses)
11. Remuneration of Security Guards under the head 70-2202-03-103-009-78-00-V

Once the fund from Higher Education Department, West Bengal for purchase of books, laboratory materials, equipment etc. is received, the Principal calls a meeting with the Departmental Heads and the Secretary, Teachers' Council. The fund is distributed among the departments proportionately, equitably and justifiably. For purchase of new books, instruments, Laboratory materials and equipment (amount

within Rupees one lakh only) quotations are invited through website and above One (01) lakh through e-tender. The Purchase sub-committee prepares a comparative statement of the quotations and the order is generally placed to the lowest quote. Some equipment, materials etc. for the college office and some materials related to classroom teaching are purchased from WBSIDC and West Bengal State Consumers Co-operative Federation Limited as per the rule of the Government of West Bengal.

#### **Mobilization of Intellectual and Abstract Resources :**

The institution mobilizes its human resource by designing and implementing academic and co-curricular activities that help the students to develop their learning.

The institution encourages all staff members to attain their professional goals by co-operating with their career development imperatives such as attending Orientation Programmes, Refresher Courses etc. and monitoring their files for promotion.

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## **6.5 Internal Quality Assurance System**

### **6.5.1**

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

#### **Response:**

**The Internal Quality Assurance Cell (IQAC) has taken the following essential steps to improve the quality of the teaching learning process.**

- It works closely with the academic departments of the college to define and decide upon effective curriculum delivery.
- An Academic Committee has been constituted in order to monitor and review the teaching learning process, infrastructural facilities and methodologies of operation and learning outcomes at regular intervals.
- It also plays an important role in collecting and analysing feedback from students, teachers, staffs, alumni, parents and employees. These feedback reports are then analysed and an action taken reports are taken and monitored to mark necessary changes.
- It organizes seminars/webinars for students and training programmes for teaching and non-teaching staffs and has kept the flow of the teaching – learning process unhindered even during the Covid19 pandemic.

- It conducts regular meeting to examine the performance of the academic departments and also creates plan of action to keep the process of teaching learning uninterrupted and ensure constant improvement in the quality of the same.
- It conducts Internal Academic Audit to ensure that each department has conducted all curricular, co – curricular and extra-curricular activities as well as maintained proper documentation of this activities.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 6.5.2

#### Quality assurance initiatives of the institution include:

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

**Response:** A. Any 4 or more of the above

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

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1

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

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

#### **Response:**

Government Girls' General Degree College has taken active steps to foster gender equality and ensure a safe and inclusive environment for its academic community. The college's commitment to gender equity is reflected in its systematic Gender Audit, which meticulously examines the distribution of male and female individuals among the teaching and non-teaching staff.

Over the past five years, the Internal Complain Committee (ICC) has organized various sensitization programs, including a national webinar on gender issues during the Covid-19 pandemic. The committee has actively developed a Gender Sensitization Plan outlining activities to be undertaken throughout the year. ICC held a Gender sensitization program on 15th March, 2019. The eminent speaker mentioned about the necessity of gender awareness among the members of every Institution emphasizing the misconceptions regarding the role, and code of conduct of both the genders within the Institutional premises. Another one day Gender Sensitization Workshop was organised on 29th March, 2019. The focus was explicitly on 'The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. The Workshop was successful in generating awareness among male and female with reference to problems of varied nature faced in actuality and many constructive suggestions.

Recognizing the practical challenges faced by students, female teachers and office supporting staff, the college has a 'Vending Machine' in the Girls' toilets and an Incineration Machine to meet the specific needs of these students. Disabled friendly campus is offered by the presence of facilities like Ramp, Divyangan toilets and wheel chair.

The course curriculum followed by subjects like Sociology, Geography, Bengali, English and History explore into topics such as Gender Rights, Human Rights, Domestic Violence, Feminism, Eco-feminism, Women Education, Inequality, and Women Empowerment. This inclusive approach integrates gender related discussions and issues into various academic disciplines promoting a deeper understanding of societal constructs, literature, and social reforms.

International Women's Day is celebrated by organizing seminars, and participatory activities. Eminent personalities are invited to engage in discussions on gender-related issues like women empowerment, domestic violence, sexual harassment, and strategies to approach authorities in crisis situations.

The National Service Scheme Unit I contribute to gender equity by organizing awareness programs for the neighbouring slum dwellers on personal and mental hygiene and issues on open defecation. A webinar on "Sensitization Campaign on Dengue Prevention" during the COVID Pandemic was



organized to enhance mass awareness for preventing dengue. Postering in college campus was done to generate awareness about the risk of infection from Corona Virus.

For empowering the learners financially, students are made aware of different Central and State Governments scholarships. The college provides one time financial assistance to needy and meritorious students for purchasing books and other necessary study materials.

Safety measures include CCTV surveillance, 24x7 security guards with the visitors log book and intercom facilities, and a robust redressal system involving Internal Complaints, Grievance Redressal, and Anti-Ragging Committees. Psychological counselling services and common rooms and hostels for students contribute to a secure and empowering environment.

The College's multidimensional approach highlights its dedication to gender sensitivity.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 7.1.2

**The Institution has facilities and initiatives for**

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

**Response:** A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	<a href="#">View Document</a>
Geo-tagged photographs/videos of the facilities.	<a href="#">View Document</a>
Circulars and report of activities for the implementation of the initiatives document	<a href="#">View Document</a>
Bills for the purchase of equipment's for the facilities created under this metric	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**7.1.3**

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

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

**Response:** A. All of the above

<b>File Description</b>	<b>Document</b>
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	<a href="#">View Document</a>
Policy document on environment and energy usage Certificate from the auditing agency	<a href="#">View Document</a>
Green audit/environmental audit report from recognized bodies	<a href="#">View Document</a>
Certificates of the awards received from recognized agency (if any).	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**7.1.4**

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

**Response:**

The Institution strictly adheres to the Reservation rules for admission as per directives of Central and State Governments as well as the affiliating University. The Scheduled Caste, Scheduled Tribe, Other Backward Class, EWS, Minority and Differently Abled students of the College are facilitated with proper education in an inclusive environment. The students can apply for Central and State aided scholarships as per the government rules and regulations. Students from outside the State and district also enrol in this Institute.

Being a much demanded college in the locality of Mominpore- Ekbalpore of Kolkata, learners come from different sections and classes of the society with linguistic and cultural variations. Though majority of our students belong to Islam but quite a good no. of Hindu students are also present. Different

language speaking students like Hindi, Bengali, Maithili, Urdu, Nepali are enrolled in our institute. However, our students learn to respect other religions, languages, and culture along with absorbing values of solidarity through their day-to-day activities and active participation in different events and programmes of the college. For instance, *Iftar* party is organized every year and students together with the teachers enthusiastically celebrate the Basanta Utsab (commonly known as Holi) – a festive revelling of colours. A good practice of Puja *Bakshish* from the Staff club of the college before the Durga Puja vacation to all the casual staffs also reflects a good harmony among all sections of stakeholders. The students prepare delicious deserts and cakes at the Christmas Eve before the winter recess – an initiative taken by Skill Enhancement and Incubation Cell. Involvement of students belonging to all communities in the management and organisation of the Teachers' Day within the college premises deserve special mention. Besides, spontaneous participation of students is also noticeable during the observance of Independence Day, The Republic Day, International Mother Language Day, International Women's Day, World Environment Day, International Yoga Day and so on. Birth anniversaries of Begum Rokeya Sakhawat Hossain and Nawab Wajed Ali Shah are also celebrated with great passion and zeal. We take pride to express that an environment of cordiality and harmony do exist within the institution.

The institution is thoughtful for inculcating values, sense of awareness on rights and dutifulness related to constitutional obligations in the minds of learners and employees. Being an organised civic institution, the college encourages 18+voters to actively exercise their constitutional right of casting votes by organising awareness sessions for this target group. During election years, the campus is used for different election and voting activities like training, residence to military cops, electoral booth etc. The Department of Political Science once took their departmental students for participating in Mock Parliamentary session for better exposure during 2019. Following the basic rights of the Constitution, whereby citizens enjoy right to work, the institute organises workshops to equip students with basic skills of job potentiality and entrepreneurship skill. In this track, the NSS of the college in collaboration with different local bodies have carried on various activities at different points of time.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 7.2 Best Practices

### 7.2.1

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

**Response:**

#### **BEST PRACTICE 1**

**Title of the Practice****Financial Assistance for Purchase of Books / Other Study Materials****Objectives of the Practice**

The college empower the students in best possible ways. One such unique effort is to provide the meritorious but needy students with book grant facilities keeping in mind the Central Government Scheme “*Beti Bachao Beti Parhao*”.The students through this support are enabled to purchase books and other study materials for their studies.

**The Context**

The college took this initiative for the learners belonging from economically depressed backgrounds. It was observed that 35% of the students admitted from 2016-17 session upto 2023-2024 have their annual family income less than Rs.50000/- . Majority of the parents are casual workers and do not have sufficient means to continue the higher studies for their children.So to facilitate the students, the Institute provided one time financial support to the needy but meritorious students from the Students Welfare fund for purchasing books and study materials.

**The Practice**

The needy and meritorious students are provided with one -time financial assistance to buy books and other study materials. The newly admitted students of Semester 1 apply addressing the Principal for the book grant . An interview is arranged for the applicants. The selection is conducted by the Students welfare sub-committee members, the Principal and the IQAC coordinator. Students are directed to produce the original marksheet and the family income certificate duly signed by the councilor in original. Final selection of students is done on the basis of the interview. The grant is paid from the Students Welfare Fund of the college raised at the time of admission. The grant amounts vary based on family means and genuine needs of the applicants.

This practice is well appreciated by the parents.

**Evidence of Success**

The unique practice of Book was initiated from 2016.The amount of grant received by the applicants varied based on family means and genuine needs assessed during the interview based on salary certificates submitted and the Parent’s jobs. The total number of students benefitted in the last five years is 106. Session wise detailed list is provided below.

Academic Session	No. Of Applicants	No. Of Receivers

<b>2018-2019</b>	<b>24</b>	<b>24</b>
<b>2019-2020</b>	<b>36</b>	<b>23</b>
<b>2020-2021</b>	<b>24</b>	<b>24</b>
<b>2021-2022</b>	<b>31</b>	<b>31</b>
<b>2022-2023</b>	<b>24</b>	<b>04</b>
	<b>Total Benefitted students</b>	<b>106</b>

### **Problems Encountered and Resources Required**

Being a Government College, the college do not have any alternate sources of raising fund for this practice other that the Students Welfare Fund raised during admission by a small amount of Rs. 100/- from the newly admitted students. The total fund available under Students Welfare fund also varies based on the number of students admission in each academic session. There is no provision of asking fund under this scheme from the State Government.

### **BEST PRACTICE 2**

#### **Title of the Practice**

## Efforts to portray the Rich Cultural Heritage of Kidderpore- Ekbalpore, Mominpore area

### Objectives of the Practice

The major objective is to study the cosmopolitan nature - Kidderpore, Ekbalpore, Mominpore locality of Kolkata; to portray the immense potential of this locality and to unearth the interesting historical facts, along with proper amalgamation of different cultures which still prevails in this area. This mostly goes unnoticed in the general humdrum of life.

### The Context

To bring out the diverse and multiethnic nature of college area and its neighborhood an extensive survey was needed to study the cultural practices of the residents in the locality. The local people cooperation was needed which was resolved to certain extent by engaging different local NGOs. The entire process was challenging to make residents understand about the purpose of this survey.

### The Practice

The institute is located on Mayurbhanj Road, beside the “Raj Bari” (palace) of Raja Mayurbhanj – its surrounding neighborhoods include Mominpore, Kidderpore, Ekbalpur, Metiaburj and main port area of the city. Metiaburj, where the last Nawab of Awadh, Nawab Wajid Ali Shah lived and died, adds a fascinating sub-culture to the story of Kolkata. Even today, it is referred to as Kolkata’s mini-Lucknow. Kidderpore dock is the only riverine major port and oldest operating port in India constructed by the British East India Company. It became one of the oldest business hubs of the city. The locality is multi-religious, multi-lingual and multi-cultural. The college has made efforts to portray the immense potentiality of these lesser-known localities of the city by organizing diversity festivals involving the local residents.

The Heritage study center with IQAC arranged a diversity festival on **29th and 30th November 2019** to establish a network with its neighborhoods. This festival involved artists, activists, teachers, students from different colleges, communities, school children, career counselors, documentary film makers, under one umbrella. The second event *Khana E Kiddepore* was organized on **22nd November 2022** to portray the food diversity of the locality that bear the cultural heterogeneity and diversity of residents. This festival included publication of newsletter, videography and interview of owners of different eateries and restaurants in the locality, cooking competitions, photography competitions and Cultural programs.

**Evidence of Success**

The Diversity Festival *Calcutta 23* celebrated in November 2019 on 29th and 30th was in tune with its theme – diverse. The program included neighbourhood Heritage Walk, Dastan Goyi, lectures by public figures, screen issue-based films, discussion on communal harmony and cultural programmes.

To celebrate the World Heritage Week, a Heritage Food Fest, *Khana-e-Kidderpore* was organized to showcase the Food Heritage of the locality on 22nd November 2022. The program included the publication of newsletter, inauguration of food map of Kidderpore locality, videography, cooking and photography competitions, food talk by renowned food vloggers and cultural programs. A huge media coverage was there for both the events.

**Problems Encountered and Resources Required**

The challenge was to raise funds for the events. Several organizations were approached for sponsorships. The college received sponsorship from Anjali, Kolkata Karavan, Culture Monk, Azad Foundation etc. for *Calcutta23* diversity festival. The second event *Khana E Kidderpore* received financial assistance from WB Heritage Commission, INTACH (Kolkata Chapter) and local NGOs Know Your Neighbour and Break Free Trails.

File Description	Document
Best practices as hosted on the Institutional website	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.3 Institutional Distinctiveness****7.3.1**

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

**Response:**

Capacity building of women is one of the major issues for ensuring sustainable development in a region, where large no. of students are 1st generation learners. The 2030 Agenda for sustainable development, the target set in tune with the vision of Millennium Development Goals (MDGs) passed in 2015 embraces three dimensions of sustainability – economic, social and environmental. Women governors have taken the lead roles to steer their nations incredibly during pandemic to face every single challenge.

The Indian policy makers do feel that women empowerment and their inclusion marks the primary foundation for sustainable development. Women encounter discrimination in most sectors like education, economic opportunities and job placements, health and medical assistance, and political participation portray considerable gaps between strategy announcements and practical execution at the primary level. ***Beti Bachao Beti Parhao*** is the main moto of the present Central Government.

To provide a positive support to the mission of empowering women - the prime objective of this educational institute- a medal is awarded by the Principal of the college in memory of his father -His Holiness Hazrat Syed Shah Rashad Ali Alquadri for obtaining Highest Marks in C.U. final Examination in Humanities on every annual day event. Dr. Sampa Sen, Associate Professor Dept. of Bengali added another award in memory of her father Sri. Bhupendranath Sen for the student of the year on her outstanding contribution from the session 2017.

**(A) The college through its IQAC, Career and Placement Cell, Research and Development Cell, Skill enhancement and Incubation Cell** are constantly taking efforts to help students to grow up with strength and confidence. The College has already arranged Health, Yoga and Self Defence workshops, Theatre Workshops in collaboration with other organizations and NGOs to empower our girls so that they can become independent and fight against oppression and social evils.

**(B)Research, Innovation and Entrepreneurship** is also encouraged. This is in compliance with the vision of the MHRD to create a sustainable future.

**(C) Our Career Counselling and Placement Cell** provides the platform for the students to prepare for Government Jobs, Skill enhancement, entrepreneurship developments. The college has signed MOUs with ***Anudip Foundations*** and ***George Telegraph College, R.N L. Force etc.*** to make students aware of different short term training courses at affordable costs. WEBEL (a reputed Govt. recognised organization) is organising computer training from its very inception in the year 2016. Through Incubation centre the college has started making paper bags, markers for books, greetings Cards.

**(D) Research and Development Cell** promotes meaningful Research and Development activities in all fields of Science, Arts and Commerce. The cell was established in 2018, though the Research sub-committee of the College started formal functioning since 2017. The major activities under this cell includes

- Generation of innovative ideas on academic and societal problems
- Create awareness about filing Patents & IPR
- Encourage, Coordinate and Implement Research and Development Programs (workshops/ seminar/ trainings)
- Encourage and facilitate the publication of the research work/projects in reputed academic journals and reputed conferences
- Encourage Core Competence and Consultancy work

**(E) The College has also performed different social outreach programs and extension activities through NSS Unit I.** A slum has been adopted in the vicinity of the college where the NSS unit I



regularly visits and makes aware the dwellers on different health issues. In the post pandemic situation, the College took the initiative of distributing masks and sanitizers to the slum residents for maintaining the COVID protocol. AIDS prevention day is observed every year to make everyone aware of this disease. Free health camps are also arranged for the local people under special camps of the NSS where professional doctors attend from the nearby hospitals or health centres.

F) The Institute has taken major initiatives to develop a **language centre named as Rokeya Sakhawat Hossain Centre for Comparative Languages and Literature** to develop the infinite connections between diverse areas of various language departments of our college. A meeting was held at the Principal's chamber, to form a committee for RKH centre with the coordinator of IQAC, GGGDC and the faculty representatives of all language departments on 17.12.2019. The official proposal/ letter of intimation for inauguration of this centre had been despatched from college office to The Higher Education Department, Government of West Bengal on 02.12.2019 vide memo no. 1580A/ GGGDC. An unostentatious yet significant inaugural programme is held at College hall 2, on 17.01.2023 as the beginning of the pathway of our dream to establish research and study centre by the name of Late Rokeya Shakhawat Hossain. The Honourable Minister of Urban development and municipal affairs and the Mayor of Kolkata Janab Firhad Hakim has inaugurated this programme by lighting up candles and also delivered a speech.

G) The college has also formed an **Electoral literacy club in July 2021** to aware the eligible voters within 18-21 years about the voting process. The college conducted two camps in December 2023 and another on 4th March 2024 with EVM demonstrations of the entire voting process. Both the programs were conducted in collaboration with District Election Commission (Port), Kolkata.

H) The college also **has a Heritage Study Centre** which has performed collaborative programs with WB Heritage Commission, Local NGOs like Know Your Neighbour, Breakfree Trails, INTAC to portray the rich heritage and cultural diversity of the locality where the college belongs to. Two cultural diversity festivals were held -one in November 2019 **Calcutta 23** and another in November 2022 **Khana E Kiddepore** to bring into knowledge the cultural harmony of residents from different religions and language to the outsiders. The students are constantly encouraged to showcase their talents by participating in cooking competitions, poster competitions, debate competitions, sports and cultural events within and outside the college campus.

During the COVID situation, the teachers continuously encouraged the students to attend webinars, online quiz competitions and co-curricular activities.

The college has its distinctiveness through the above activities in providing *quality education and capacity building* of women for sustainable development’.

File Description	Document
Appropriate web in the Institutional website	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

## 5. CONCLUSION

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### Additional Information :

Commencing its journey from 2016, the Government Girls' General Degree College offered 14 Hons. subjects to the enrolled learners. The number of subjects offered increased to 15 from 2021-2022 by introduction of Education Department . Teaching posts are filled up and students have started securing good marks in University examinations. Students are getting opportunities for higher studies in different Universities of the country and are also securing good placements.

The HEI 's thrust area in the near future include

- Promotion of self -employability and dissemination of specialized knowledge and skill for promoting self-employability.
- Preparing students for leadership in the professional and public life through training programmes, various workshops, guest lectures.

The future plans of the Institute include :

- 1) Introduction of Post- Graduate courses with sanctioning and appointment of more teachers.
- 3) More stress will be given to involve enthusiastic teachers in research and development.
- 4) Students will be motivated more for competitive examinations like JAM, TIFR, NET etc.
- 5) More carrier oriented value added courses will be offered to the learners.
- 6) More sports and gym facilities will be developed .
- 7) The HEI will try to procure books and computers more to cater the needs of learners
- 8) More online teaching from eminent teachers from other institutions will be arranged to enhance the knowledge base of our students . The college will try to introduce smart classrooms in the campus to facilitate the learners
- 9) The college will try to enhance the NIRF rank.

### Concluding Remarks :

The fundamental aim of institution is to impart sound learning to the enrolled learners under circumstances congenial to their holistic development. The HEI encourages the students to achieve excellence not only in academic pursuits, but to empower them in every aspect of human endeavour. Established in 2016, the college has presently 15 UG Departments, 3 multidisciplinary courses and 27 faculty members. Affiliated under University of Calcutta the college adheres strictly to the syllabus recommended by the University. CBCs system was followed from 2018-2019 academic session and the college adopted the NEP from 2023.

Teaching learning and evaluation is accomplished through regular internal assessments. Academic calendars and timetables are meticulously maintained.

The college takes every effort to impart interdisciplinary and experiential learning. The admission process is inclusive and impartial. Students are made aware about curriculum outcomes at the beginning of semesters. The Institute encourages innovations and research. Government grants have been received from SERB and ISRO in the Physics Department in the session 2019-20 and 2020-21 . The College urges knowledge transfer through various courses, seminars, workshops and webinars. The faculties have different research publications in reputed journals and peer reviewed International Books. The college upholds six MoUs with different neighbouring colleges. College-Library has ILMS-KOHA software. Student can access NDLI through College-Library. Library maintains Open-Access-System for the students. The college has ensured 24x7 hrs. security to all stakeholders with CCTV surveillance and security guards equipped with intercom facilities.

Students receive different scholarships. Regular career counselling, the Mentor-Mentee system, ensure students' welfare. Many of the alumni pursue higher studies and jobs. Students participate actively in various cultural programs and annual sports. Gender sensitization programs are held by ICC regularly. The college maintains a transparent grievance redressal system and actions are taken readily to address the grievances by all stakeholders by IQAC in consultation with the Principal. The NSS unit is quite active to perform different extension and outreach activities involving students in the neighbourhood slum community. The Heritage study centre has taken major efforts to portray the rich Heritage culture of the College area and its Neighbourhood by organizing diversity festivals involving local NGOs within the campus.

The academic and administrative activities are monitored in consultation with the Governing Body, the Principal, IQAC, Teachers' Council and departmental heads. E-governance systems are followed for different activities like admission examination, health scheme, scholarships etc. The HEI has successfully participated in NIRF in 2023. The IQAC promotes measures for institutional progress toward quality enhancement.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p><b>Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)</b></p> <p>Answer before DVV Verification :</p> <p>Answer After DVV Verification :3</p> <p>Remark : As per the revised data and clarification received from HEI, Based on that DVV input is recommended.</p>																				
1.3.2	<p><b>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</b></p> <p>1.3.2.1. <b>Number of students undertaking project work/field work / internships</b></p> <p>Answer before DVV Verification : 171</p> <p>Answer after DVV Verification: 170</p> <p>Remark : As per the revised data and clarification received from HEI, Based on that DVV input is recommended.</p>																				
2.4.2	<p><b>Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)</b></p> <p>2.4.2.1. <b>Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>25</td> <td>24</td> <td>24</td> <td>25</td> <td>25</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>25</td> <td>23</td> <td>24</td> <td>25</td> <td>25</td> </tr> </tbody> </table> <p>Remark : As per clarification received from HEI, thus DVV input is recommended.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	25	24	24	25	25	2022-23	2021-22	2020-21	2019-20	2018-19	25	23	24	25	25
2022-23	2021-22	2020-21	2019-20	2018-19																	
25	24	24	25	25																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
25	23	24	25	25																	
3.3.1	<p><b>Number of research papers published per teacher in the Journals notified on UGC care list during the last five years</b></p> <p>3.3.1.1. <b>Number of research papers in the Journals notified on UGC CARE list year wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19															
2022-23	2021-22	2020-21	2019-20	2018-19																	

7	3	5	5	5
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Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
4	6	4	4	2

Remark : As per clarification received from HEI, and calendar year to be considered, thus DVV input is recommended.

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
9	3	4	4	7

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
3	6	5	4	3

Remark : As per clarification received from HEI, and calendar year to be considered, thus DVV input is recommended.

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
15	11	5	6	4

Answer After DVV Verification :

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

Remark : As per clarification received from HEI, and excluding awareness programs on generic themes, thus DVV input is recommended.

4.1.2	<p><b><i>Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years</i></b></p> <p><b>4.1.2.1. Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 392 1046 524"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>3.55</td> <td>0.20</td> <td>0</td> <td>8.82</td> <td>40.43</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 604 1046 736"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>3.83442</td> <td>0</td> <td>0</td> <td>6.88662</td> <td>39.13837</td> </tr> </tbody> </table> <p>Remark : As per the revised data and clarification received from HEI, Based on that DVV input is recommended.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	3.55	0.20	0	8.82	40.43	2022-23	2021-22	2020-21	2019-20	2018-19	3.83442	0	0	6.88662	39.13837
2022-23	2021-22	2020-21	2019-20	2018-19																	
3.55	0.20	0	8.82	40.43																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
3.83442	0	0	6.88662	39.13837																	
4.4.1	<p><b><i>Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)</i></b></p> <p><b>4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 1176 1046 1308"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>33.91</td> <td>24.10</td> <td>21.52</td> <td>25.90</td> <td>63.03</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 1388 1046 1520"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>1.26610</td> <td>0.19250</td> <td>0.16655</td> <td>0.10005</td> <td>0.11599</td> </tr> </tbody> </table> <p>Remark : As per the revised data and clarification received from HEI, Based on that DVV input is recommended.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	33.91	24.10	21.52	25.90	63.03	2022-23	2021-22	2020-21	2019-20	2018-19	1.26610	0.19250	0.16655	0.10005	0.11599
2022-23	2021-22	2020-21	2019-20	2018-19																	
33.91	24.10	21.52	25.90	63.03																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
1.26610	0.19250	0.16655	0.10005	0.11599																	
5.1.2	<p><b><i>Following capacity development and skills enhancement activities are organised for improving students' capability</i></b></p> <ol style="list-style-type: none"> <li><b><i>1. Soft skills</i></b></li> <li><b><i>2. Language and communication skills</i></b></li> <li><b><i>3. Life skills (Yoga, physical fitness, health and hygiene)</i></b></li> <li><b><i>4. ICT/computing skills</i></b></li> </ol> <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. 3 of the above</p>																				

Remark : As per the revised data and clarification received from HEI, Based on that DVV input is recommended.

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
38	114	0	179	132

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
71	117	0	208	154

Remark : As per the revised data and clarification received from HEI, Based on that DVV input is recommended.

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
19	22	45	21	15

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
29	31	30	19	12

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
57	98	133	95	31

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
57	98	133	95	31

Remark : As per the revised data and clarification received from HEI, Based on that DVV input is recommended.

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
5	8	1	4	6

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
7	8	1	4	6

Remark : As per clarification received from HEI, thus DVV input is recommended.

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

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

Answer before DVV Verification:

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

Answer After DVV Verification :

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

Remark : As per the revised data and clarification received from HEI, Based on that DVV input is recommended.

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

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

Answer before DVV Verification:



2022-23	2021-22	2020-21	2019-20	2018-19
36	17	6	4	5

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
36	17	6	4	5

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
12	15	0	0	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
15	15	16	15	12

Remark : As per the revised data and clarification received from HEI, Based on that DVV input is recommended.

## 2.Extended Profile Deviations

ID	Extended Questions																				
1.2	<p><b>Number of teaching staff / full time teachers year wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>27</td> <td>27</td> <td>27</td> <td>28</td> <td>28</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>28</td> <td>28</td> <td>27</td> <td>28</td> <td>25</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	27	27	27	28	28	2022-23	2021-22	2020-21	2019-20	2018-19	28	28	27	28	25
2022-23	2021-22	2020-21	2019-20	2018-19																	
27	27	27	28	28																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
28	28	27	28	25																	
2.1	<p><b>Expenditure excluding salary component year wise during the last five years (INR in lakhs)</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>37.47</td> <td>24.31</td> <td>21.52</td> <td>34.73</td> <td>103.47</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>113.856</td> <td>84.472</td> <td>73.439</td> <td>71.814</td> <td>101.165</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	37.47	24.31	21.52	34.73	103.47	2022-23	2021-22	2020-21	2019-20	2018-19	113.856	84.472	73.439	71.814	101.165
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