



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1. Name of the Institution	DURGAPUR GOVERNMENT COLLEGE
• Name of the Head of the institution	Dr. Debnath Palit
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	
• Mobile no	+919832175737
• Registered e-mail	dgpgovtcollege@gmail.com
• Alternate e-mail	dgcprincipal2021@gmail.com
• Address	Jawahar Lal Nehru Avenue, Durgapur, District : Paschim Bardhaman, Durgapur,
• City/Town	Durgapur
• State/UT	West Bengal
• Pin Code	713214

2. Institutional status

• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Semi-Urban

• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Kazi Nazrul University
• Name of the IQAC Coordinator	Prof. Subrata Ghosh
• Phone No.	
• Alternate phone No.	
• Mobile	8777872378
• IQAC e-mail address	dgc iqac 2020@gmail.com
• Alternate Email address	sg1961@gmail.com
3. Website address (Web link of the AQAR (Previous Academic Year)	https://durgapurgovtcollege.ac.in/wp-content/uploads/2024/07/AQAR2022-23.pdf
4. Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://durgapurgovtcollege.ac.in/wp-content/uploads/2024/09/1_Academic-Calendar.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	Nil	2007	31/03/2007	30/03/2012
Cycle 2	A	3.02	2017	30/10/2017	29/10/2022

6. Date of Establishment of IQAC	02/07/2007
---	------------

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Botany, Chemistry, Geology, Mathematics, Physics and Zoology	DBT Star College Scheme	Department of Biotechnology, Government of India	29-09-2022 (3 Years)	Rs. 1,20,38,469
Dr. Saradee Sengupta and Dr. Prabir Dasgupta	DST Major Research Project	Department of Science and technology, Government of India	24-08-2022 (3 Years)	Rs. 11,82,500/-
Dr. Proloy Ganguly	DST Major Research Project	Department of Science and technology, Government of India	16-12-2021 (2 Years)	Rs. 31,40,040/-
Durgapur Government College	Augmentation of Infrastructure	Government of West Bengal	2023-2024 (1 year)	Rs. 69,83,330/-
Durgapur Government College	Augmentation of Infrastructure	RUSA SCHEME	2023-2024 (1 year)	Rs. 30,94,181/-
Durgapur Government College	Maintenance of Academic Facilities	Government of West Bengal	2023-2024 (1 year)	Rs. 9,23,988/-
Durgapur Government College	Maintenance of Physical Facilities	Government of West Bengal	2023-2024 (1 year)	Rs. 93,80,806/-

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	2	

<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> • If yes, mention the amount 	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
<p>Academic audit for the departments and providing suggestions to the departments on the basis of the academic audit report. This primarily included promotion of collaborative activities of the departments, MOUs with different institutions and NGOs, internship, training of students, faculty exchange etc, use of blended mode and student centric strategies for teaching, learning and evaluation activities, and providing suggestions to the Head of the institution to apply for subscription of international journals, alternating sources of energy, renovation of the canteen facilities, campus lighting facilities, infrastructure for Boys' Common Room, Girls' Common Room, waiting room, guest room.</p>	
<p>Implementing the conduction of 17 add on courses by departments during the academic session 2023-2024 focused on the skill enhancement and subject understanding of students</p>	
<p>Establishment of Women's Cell, Entrepreneurship Development Cell and registration under Institution's Innovation Council (IIC) and organization of events in collaboration with the departments, cells and units of the institution along with organization of training programme on the NAAC accreditation process</p>	
<p>Implementation of Online Feedback System from the stakeholders through the Management Information System (MIS) and the subsequent analysis and submission of the same with suggestions to the affiliating university and higher authority</p>	
<p>Scrutiny and forwarding of the files of faculty members for promotion under the career advancement scheme to the Government of West Bengal</p>	

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

Plan of Action	Achievements/Outcomes
<p>The institution will implement imparting of value added courses/add on courses from the academic session 2023-24 and design proper mechanism for implementation. The institution will implement conduction of add on courses for students of the institution for academic enrichment and skill enhancement of students.</p>	<p>In accordance with the IQAC resolution, total 17 add-on-courses were conducted by different departments during the academic session 2023-2024 during the tenure March 2024 to May 2024. Qualified students were given grade cards and certificates after completion of the assessment procedure</p>
<p>Regular Academic Audit will be conducted by the IQAC and suggestions for improvement will be given to the departments for further improvement</p>	<p>IQAC conducted Departmental Academic Audit during the odd semester 2023 and even semester 2024 through structured questionnaire and thereafter provided suggestions to Departments for further improvement.</p>
<p>Feedback on curriculum will be conducted online and analysis will be forwarded to the affiliating university</p>	<p>Feedback on curricular aspects were collected from the students, faculty members, employers and alumni through online mode, the feedback was graphically analyzed and then forwarded to the affiliating university by email.</p>
<p>Student satisfaction Survey will be conducted online, analysis will be done by IQAC and the action taken report will be uploaded in the college website</p>	<p>Student satisfaction survey was conducted by IQAC, graphically analyzed and uploaded to the college website. IQAC followed up with the survey to give suggestions to the head of the institution to take several measures for improvement of teaching and learning system such as introduction of library automation, procurement of laboratory equipment, uploading</p>

	<p>of e-content by faculty members in online platform, ensuring more use of ICT in teaching and learning process, organization of skill enhancement workshops and also orientation program for students etc.</p>
<p>Use of ICT tools will be encouraged further to strengthen the teaching-learning mechanism of the institution</p>	<p>The institution procured the Knimbus digital library facility in which several e-contents were uploaded by faculty members. Students can access by login. Top three users were awarded by the institution. • institution procured desktop computers, printers and LCD projectors to enable the use of ICT tools in classroom. • Software based workshops and invited lectures were conducted by Departments of Mathematics, Chemistry, Physics, Botany, Geology and Zoology to facilitate ICT enabled teaching and learning mechanism. • Faculty members created their own MOODLE sites uploaded video class lectures, FDP on</p>
<p>IQAC will organize several quality assurance events in association with cells, departments and units of the institution</p>	<p>15 events were conducted by different departments in collaboration with the IQAC</p>
<p>The institution will enhance collaboration with other colleges and educational institutions through MOUs, linkages and formal collaborations to promote the exchange and sharing of knowledge and resources</p>	<p>In addition to the existing collaborations and linkages, institution enhanced collaboration by signing MOUs and establishing linkages with several institutions and NGOs during the year upon recommendation of the IQAC: MOUs, activities and linkages with other institutes and collaborative events are also ongoing presently.</p>

<p>Entrepreneurship Development Cell (EDC) will be established to provide necessary assistance for start ups and also the Institution's Innovation Council will be established in line with the guidelines of the Ministry of Education, Government of India</p>	<p>Entrepreneurship Development Cell (EDC) was established during the year. Institution's Innovation Council (IIC) was also established. Following events were organized by the EDC:</p> <ul style="list-style-type: none"> • Entrepreneurship Development Program by eminent experts from District Industry Centre on March 14, 2024 <p>Entrepreneurship Lecture Series was organized from May 04, 2024 to May 10, 2024</p>
<p>IQAC will conduct workshop on the NAAC Accreditation process for faculty members and staff of the institution</p>	<ul style="list-style-type: none"> • January 16, 2024: One Day Training Programme on Benchmarks for NAAC and Quality initiatives organized by IQAC and NAAC Committee • May 24, 2024: One day online workshop (through online mode) on "Quality Assurance in Higher Education Institutions: NAAC A & A Process organized by the IQAC
<p>The institution will constitute the National Digital Library Club under Digital India Mission and conduct activities</p>	<p>The institution established its NDLI club. May 10, 2024: User Awareness Programme on National Digital Library of India and NDLI Club was conducted and five events were also conducted through the NDLI portal. Participants have also received the certificates of events through NDLI portal</p>
<p>The institution will establish Women's Cell and conduct related activities.</p>	<p>Women's Cell was established during the year. Following events were organized by the Women's Cell</p> <ul style="list-style-type: none"> • March 08, 2024: Commemoration of International Women's Day 2024 by Women's Cell Durgapur Government College • May 10, 2024: Talk and workshop session on "Coping with Stress and Anxiety: Self Care and Mental Well Being" and the

	launch of "Adwitiya", the inaugural issue of the Newsletter, Women's Cell of the Institution
The institution will take necessary steps to improve the placement of students	The institution conducted on campus recruitment drive for placement in TCS, in which 84 students were selected. Also, 28 students were selected through off campus placement drives conducted by the institution.

13.Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> • Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2022-2023	08/03/2024

15.Multidisciplinary / interdisciplinary	
<p>Durgapur Government College implemented the National Credit Curriculum Framework (NCCF) under the affiliation of Kazi Nazrul University during the academic session 2023-2024 in line with the NEP 2020 guidelines. The institution now offers 4-year honours degree programmes and 3 year degree programmes at the undergraduate level, in which students have the liberty to choose any courses of their choice as minor elective and multidisciplinary (MD) courses irrespective of their discipline. Now, students of arts and science stream can opt for any science or arts course as their multidisciplinary or minor elective subject. Since academic session 2023-24, the institution offers minor elective courses and multidisciplinary courses in Bengali, Botany, Chemistry, Commerce, Economics, English, Geology, History, Philosophy, Physics, Political Science, Sanskrit and Zoology. In addition to this, under the DBT STAR COLLEGE SCHEME, several workshops, student projects, hands on training were conducted by the participating departments following</p>	

the interdisciplinary dimension. For example, winter school training course on bioactivity of chemical compounds through computation by chemistry, botany and zoology; biological applications of mathematical software by mathematics and zoology; resistivity meter logging in ground water by physics and geology; vegetation mapping by geology and botany; digital image processing by mathematics, physics and geology; biogeochemistry by botany, geology and chemistry departments; biostatistics and machine learning by botany, physics and mathematics; preparation of nanoparticles by physics and chemistry; hands on training on basic electrical equipment for all science departments; outreach programme for local schools on the applications of equipment in geological and chemical laboratories and several other interdisciplinary projects, invited lectures and workshops. Arts departments have also introduced the interdisciplinary dimension of study such as organizing international conference on "On Artifice and Inference Mahima Bhatta on a Puzzle about Aesthetic Pleasure" jointly by Departments of Philosophy and English; Seminar Lecture and Workshop on Translation organized by Equal Opportunity Cell in collaboration with the Department of English and Bengali. The institution has also planned conducting add on and value added courses jointly by departments focussing on the interdisciplinary dimension of studies.

16. Academic bank of credits (ABC):

The institution is presently an affiliated college and the credit points for award of degree is fully controlled by the affiliating university. Accordingly, the institution presently has no liberty for registration under the ABC scheme and think of the credit transfer mechanism as proposed in the NEP. However, the institution has taken sincere initiatives pertaining to the implementation of the academic bank of credits, provided the necessary infrastructure, liberty and human resource is available for the implementation. (1) Initiatives have been taken to promote research and teaching collaborations with Indian and foreign institutions. International research collaborations with foreign institutes have been established by faculty members, which include joint research publications, joint research projects, joint research work and use of advanced software by collaborating with foreign institutions. In addition, joint research projects, joint research collaborations and joint Ph.D. guidance with Indian institutions are also established. Faculty members of this institution are also engaged in taking classes and acting as resource persons in the courses offered or events organized by other Indian institutes. (2) The institution has also promoted designing of own curricular and pedagogical approaches by the faculty members. Institution organized DBT STAR COLLEGE

SCHEME sponsored faculty development programme on MOOS, E-Content and Open Educational Resources from December 08-14, 2023 to equip teachers in using technology to prepare and upload reading materials, assignments and conventional as well as non-conventional ways of assessments of students. The institution procured digital library facilities through Knimbus digital library to upload the reading materials prepared by faculty members, along with designing courses for study with student-centric approach. Faculty members have uploaded E-content to this portal, along with video lectures in their respective YouTube Channels, to enable teaching and learning at any pace and time. Video lectures are available not only for students of Durgapur Government College, but also for students of all institutes. Assessments have been conducted by faculty members using the learning management system and using different methods such as role play, student seminars, group discussions etc, which not only assess the subject knowledge of the students, but also encourage them to improve their writing skills, communication skills and presentation skills.

17.Skill development:

The institution has promoted skill enhancement of students through organization of different events related to promotion of practical skills, writing skills, communication skills, computer skills, soft skills, data handling and interpretation skills, research methodology etc. During the academic session 2023-2024, under the DBT Star College Scheme, several workshop were organized such as "Bioactivity through computation", "Vegetation Mapping", "Learning Chemistry through software applications", "MS Excel and its Applications", "mushroom cultivation and entrepreneurship", "electrical house wiring and electrical safety", "Milk Testing and visit to Milk production farm", "Basics in Excel and its applications", "Telescope Making and Stargazing", etc. Industrial trainings, field visits, visits to research laboratories were also conducted for skill development of students. Several student projects and hands on training programmes were also conducted during the academic session in line with the course curriculum and also beyond the course curriculum such as hands on training on basic electrical equipment and home appliances in collaboration with Industrial Training Institute, Student project and Field Work on "Water Analysis", "Geological Field Work", New experiments on "Acetolysis of Spore and Pollen", "Estimation of Glucose in commercial pack", "Vitamin C in fruits and Vegetables", Spectrophotometric estimation of phosphate in soft drinks" "Thin Layer Chromatography", "Visible Spectrophotometer and UV-Visible Spectrophotometer", "Milk Testing", Hands on training on "Prawn

Culture", " Haemoglobin Estimation from Human Blood Sample", "Preparation of zinc oxide nanoparticles", " Horticultural Farm practices" etc. Student Seminars were conducted by all departments to improve the presentation and communication skills. Total 17 add on courses were conducted by Departments focussing on the practical skills, problem solving skills, writing skill, employable skills, presentation and communication skills. (1) Rabindrajiboner Nana Dik (2) Basic Light Microscopy (3) Bioactivity through Computation (4) Office Management and Secretarial Practice (5) Tax Procedure and Practices (6) Basics of Banking and Insurance (7) Research Methodology (8) Basic Statistics: Data Collection, Presentation and Understanding Data Characteristics (9) Applied English (10) Application of Remote Sensing Techniques in Mineral Sciences (11) Statistical methods and computer applications in Natural Sciences (12) MS-Office: Introduction From Basic to Advanced (13) Concept of Value and Mindfulness in Yoga Darsana (14) The Consumer Protection Act: An Overview-Imperatives to Establish Your Rights (15) Sanskrita Bhasa Parichay, Anubad, Pathankausal, Likhankausal (16) Fostering Entrepreneurship through Economic Zoology. Seminar Lecture and Workshop on Translation was organized by Equal Opportunity Cell in collaboration with the Department of English and Bengali focussed on improvement of translational skills of students. The Entrepreneurship Lecture series was organized to promote the entrepreneurial skills of students during the session by the Entrepreneurship Development Cell. Hands-on training on Nature Walk on 'Backyard Biodiversity', "Bird Watching", "Claws, Paws & Flora: An interactive Workshop on Wildlife Identification and Habitat Conservation" was organized by Department of Conservation Biology. Several events were also conducted by the Career Counselling and Placement Cell, to promote employable skills through 'Practical Sessions: Group Discussion and Personal Interview'. Additionally, students are also trained for competitive examinations through Toppers' Talks and Alumni Interaction organized by Departments.

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

In addition to the integration of Indian language in curriculum transaction, the institution takes sincere efforts to promote and preserve Indian language, Indian arts and Indian Culture and tradition. Department of Philosophy offered Add on Course on "Concept of Value and Mindfulness in Yoga Darsana" from 07-03-2024 to 05-05-2024. Following were the components related to IKS taught in the Course: (1) Introduction to the Vedic methods (latter Vedic) of transmission Education (2) Hands on Experience on use of Bharatiya Darsana Kosa (Samkhya & Ptanjala-Darsana); Volume-Two;

compiled by Srimohan Bhattacharya; Tarkavedantatirtha and Dinesh Chandra Bhattacharya Sastri; Tarkavedantatirtha (3) Explanation of the origin and development of the Sutrakara Period with special reference to the practice of Upnayana. (3) Explanation on Chittavritti Nirodha as a part of the Sonjom and Bhibhuti (4) Mindfulness and the restraintment of the senses (5) Samadhi: Classification and Significance. Department of Sanskrit offered Add on Course on the introduction to Sanskrit language, translation, writing and reading system with reference to the Indian Language System from 07-03-2024 to 30-04-2024; 22-04-2024 to 30-05-2024 and 01-05-2024 to 30-05-2024. One day seminar about "Etymological Significance of Some Practical Words" organized by Department of Sanskrit in collaboration with IQAC on March 12, 2024. On May 18, 2024, seminar cum interactive session on IKS on "Ethno medicine: Relevance to Modern World" organized by Department of Conservation Biology and IQAC through NDLI Club portal. On January 31, 2024, Seminar on "Punthi Pathaker Smritikatha" was organized by Department of Bengali to upload the significance of collection and reading of ancient Indian manuscripts. Article on "Study on Indigenous Culture of Durgapur" was published by students Tripti Tudu and Sehnaj Parvin in the Newsletter of Department of English. Tripti Tudu's article on indigenous culture submitted for publication in Bhasa Lingam and Café Dissensus (forthcoming in 2024) published by New Alipore College, Kolkata. On February 02, 2024, Seminar Lecture and Workshop on Translation was organized by Equal Opportunity Cell in collaboration with the Department of English and Bengali to create awareness among students for linguistically marginalized communities of India and to recognize the significance of Santali culture and tradition. Articles on IKS were published by faculty members in Newsletter published by Department of Sanskrit. The institution is presently an affiliated college, and the medium of language of the courses is controlled by the affiliating university. Presently, Programmes are offered in two Indian languages, Bengali and Sanskrit. Students can opt for these two Indian languages as minor elective, and multidisciplinary courses, Being a government institution, the service condition of the recruited faculty members through public service commission requires ability to read, write and speak in Bengali. Lectures are delivered in both English and Bengali language, and also sometimes in Hindi for students belonging to the respective background. Faculty members prepare E-contents in Bengali and Sanskrit and upload for student access. Every year, International Mother language Day is celebrated. Notices of the cultural committee are published in both Bengali and English languages. Department of Bengali regularly publishes Wall magazine.

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

The program outcomes (POs) and course outcomes (COs) of each course offered by the departments have been clearly mentioned in the college website and are also communicated to the students by the faculty members. For some courses, the affiliating university has defined the POs, COs and the PO-CO mapping in the syllabus, along with the assessment methods to measure the program outcome and course outcome assessment, which are followed by the institution. However, the courses for which the respective outcomes are not defined by the university in the syllabus, the respective department has taken the initiative to define the same considering the objectives related to the topics prescribed in the university curriculum. To capture the outcome based education in teaching and learning practices, the institution has taken sincere initiatives to assess the learning levels of students through conventional and non-conventional assessment strategies for measurement of attainment of course outcomes and program outcomes. These include student seminars, scheduled and surprise tests, problem solving exercises, student seminars, practical assignments, open-ended experiments, performance during field work, educational tour interactions, designing experiments related to daily life experiences, observation of practical skills, viva-voce interviews etc. Use of Bloom's taxonomy has been adopted by faculty members to frame questions to assess the program outcomes of core competency, critical thinking and analytical reasoning, while the teamwork as the program outcome is assessed when students work together in practical classes, group projects, field work and training/workshop activities. Group discussions are also organized by the departments to assess the attainment of communication and presentation skills as the program outcome. The institution has also prepared a framework to map the program outcome and course outcomes and measure the attainment for the continuous internal assessment of the courses through statistical framework. This will ensure to reflect the attainment level of the outcome based education in the institution.

20.Distance education/online education:

Blended mode of teaching-learning mechanism is one of the strategic plans for complete implementation by the institution and the institution has taken sincere initiatives to promote the use of technological tools for teaching-learning activities. The practice of using Learning Management System for teaching, learning and evaluation was initiated in March 2019, when IQAC conducted the workshop for faculty members on the "E-content: Development and Uploading of the four quadrants" on 14.03.2019. The MOODLE site creation by faculty members was demonstrated in the workshop with the preparation and uploading of E-content, video lectures and

assignments. In the workshop, students of Department of Chemistry also shared their views on easy availability of the E-content from the departmental MOODLE site. The post workshop outcome was opening of MOODLE sites by some faculty members and some of them started using the Google Classroom also as the LMS. All departments were provided with the laptop, desktop and LCD projector facilities to undertake the use of computer-aided methods of teaching. Three classrooms were converted to smart classrooms as the post-accreditation initiative. Faculty members thereafter started participating in the workshops, refresher courses, short term courses on the Development of Massive Open Online Courses (MOOCs), open educational resources, Information and Communication Technology, FDPs on Soft Skills and Personality, Online assessment techniques etc. This helped them to apply computer-aided methods of teaching and the practice proved to be the most effective one during the pandemic situation. The institution has also launched the E-content portal to provide open access of E-contents to students. The link to the E-content portal is provided in the online learning page of the institution. These E-contents have been prepared by the faculty members of the institution, to enable learning at any time and pace. To address the issues of slow learners, faculty members have recorded their video lectures and uploaded in the departmental YouTube channels. Accordingly, students can follow these videos for learning beyond the college hours. Home assignments, Quizzes, Group discussions are also conducted by some departments using the MOODLE platform to ensure the blended for of teaching-learning mechanism. During the academic session 2021-22, the institution applied to NAAC for approval and assistance to conduct the two day workshop on "Use of ICT enabled tools for teaching, learning and evaluation in Higher Education Institutions" The workshop was held on 07-08, May, 2022 and was intended to introduce the modern ICT tools to the faculty members to ensure blended for of learning process. During the academic session 2023-24, the institution availed the subscription of Knimbus Digital Library for uploading of E-contents. Under the DBT STAR COLLEGE SCHEME, faculty development programme on "MOOCs, E-Content and Open Educational Resources" was organized from December 08-14, 2024, which involved hands on training sessions on the use of ICT tools for promoting blended learning strategies and involved active participation from the faculty members of the neighbouring colleges.

Extended Profile

1.Programme

1.1

603

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

File Description

Documents

Data Template

[View File](#)

2.Student

2.1

1686

Number of students during the year

File Description

Documents

Institutional Data in Prescribed Format

[View File](#)

2.2

825

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

File Description

Documents

Data Template

[View File](#)

2.3

537

Number of outgoing/ final year students during the year

File Description

Documents

Data Template

[View File](#)

3.Academic

3.1

80

Number of full time teachers during the year

File Description

Documents

Data Template

[View File](#)

3.2

103

Number of sanctioned posts during the year

File Description	Documents
Data Template	View File

4.Institution

4.1	42
Total number of Classrooms and Seminar halls	
4.2	243.01539
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	95
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

At the beginning of odd and even semesters, the class commencement notice is circulated by the Principal in accordance with the college academic calendar and university notifications. The routine committee prepares the master routine, and circulates to the departments for the preparation and circulation of departmental routines. Teachers prepare their lesson plans based on the no. of lectures allotted to each topic in the University curriculum. Students are informed about the lesson plan, course curriculum, course outcome and mode of curriculum delivery through orientation programmes. Teaching modes include chalk and talk, student seminar, interactive learning, expert lectures, group discussions, lectures by external experts, visits to research laboratories, educational tours etc. Formative assessments are conducted to identify the learning levels of students and curriculum is delivered considering the needs of slow learners and advanced learners through effective mentoring process throughout the session. Sample routines, academic calendar, teaching load distribution, circulars for class commencement, sample lesson plans, student seminar details, visits to research laboratories, invited lectures and educational tours on course curriculum are enclosed herewith.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://durgapurgovtcollege.ac.in/wp-content/uploads/2024/09/1.1.1._Final-to-upload.pdf

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

At the beginning of each academic session, the academic calendar is prepared in consistency with the University Academic Calendar and Government Holiday list. Teaching days and the tentative months of internal assessment are mentioned in the academic calendar subject to changes depending on the university notifications from time to time. Based on the College academic calendar and the university notifications, departments prepare the schedule of internal assessment of each course and notify the dates and time of the internal assessments to the students. The evaluative internal assessments are conducted following this mechanism, while the non evaluative internal assessments are conducted by each department following the teaching days of the academic calendar with careful consideration of the learning outcomes of each course.. The evaluative internal assessments include class tests, oral presentation, Quizzes etc while the non-evaluative ones include group discussions, brain storming sessions, student webinars, role play by students, problem framing by the students, etc. Each department maintains proper documentation of the evaluative as well as the non evaluative internal assessment. Faculty members also use innovative methods such as use of Rubrics for assessment and Bloom's Taxonomy to set question papers. The assessment methods, dates and events are enclosed herewith

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://durgapurgovtcollege.ac.in/evaluation-assessment/

1.1.3 - Teachers of the Institution participate in B. Any 3 of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the

following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG
programs Design and Development of
Curriculum for Add on/ certificate/ Diploma
Courses Assessment /evaluation process of the
affiliating University

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

1.2 - Academic Flexibility

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

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

30

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

17

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

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

960

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The course curriculum consists of several courses which integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability. The course "Environmental Studies" is offered to all UG students as the value added course in semester II. Department of Conservation Biology, the one of its kind in Eastern India offers all courses having close relevance to environment and sustainability. Departments of Botany, Chemistry and Zoology offer courses which cover numerous environmental aspects such as waste management, green solvents, environment friendly alternatives to synthesis, pollution control measures, energy conservation, biodiversity conservation, threats and management of wetlands, organic farming, remediation of contaminated soils, water conservation, climate change, Conservation genetics, environment and public health etc. Departments of Bengali, Economics, English, History, Philosophy, Political Science and Sanskrit offer courses relevant to the importance of nature and environment, women empowerment, human values, gender issues, inculcating ethical values in students through four noble truths of Buddhism and Yoga Darshana, moral issues and Dharma, professional ethics, concept of equality and fraternity, environmental movements of India, sustainable development, environmental protection, women and social change,

human values through slokas, vedas, upanishads, metaphysics, logic and ethics, ethical teachings of Bhagwad Geeta, human moral consciousness etc.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

28

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

161

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://durgapurgovtcollege.ac.in/curriculum-feedback-report/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://durgapurgovtcollege.ac.in/curriculum-feedback-report/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

872

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

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

supernumerary seats)

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

344

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

2.2 - Catering to Student Diversity

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

The institution takes sincere initiatives to assess the learning levels of students and caters to the needs of slow and advanced learners. Both conventional and unconventional ways are adopted by the departments and the mentors. The conventional ways include written and oral tests, MCQs, assignments, group discussions, projects, short dissertations, student seminars etc. The learning-related queries from students, their verbal and non-verbal responses in class, use of rubrics and use of Bloom's taxonomy in framing questions are also followed. The areas which a student identifies as 'confusing' are indicators of their level of understanding. The feedback, both written and oral, formal and informal, helps in gauging the learning level of students. The unconventional methods include acquiring background information about the student and her/his family through interactions and parent-teacher meetings to understand whether any economic, cultural, physical health and, emotional issues are directly or indirectly impacting her/his learning activities. For slow learners, interactive programmes, tutorial classes, extra lectures, remedial classes, special notes, extra practical sessions, mock oral/practical examination, problem solving classes, counselling by mentors are followed, while advanced learners are encouraged to participate in quiz competitions, brain storming sessions, group discussions, provided advanced reference materials, software application and seminar presentations.

File Description	Documents
Paste link for additional information	https://durgapurgovtcollege.ac.in/teaching-learning/
Upload any additional information	View File

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

Number of Students	Number of Teachers
1686	80

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

In our institution, we always encourage learning by doing. The experiential learning strategies include open ended lab work through case studies for projects, field work by botany, zoology, geology and conservation biology included in the course curriculum along with industry visits and research laboratory visits. Projects completed by chemistry, economics, geology, zoology and conservation biology students. Educational tour conducted by different departments to ensure experiential learning experiences. Student-visit to research laboratories, workshops involving student projects and several activities are organized under the DBT STAR COLLEGE SCHEME. Department of English applies Kolbe's Experiential Learning Cycle, visualization and inquiry based instruction. Student centric methods include 3D visualizations through software, demonstration of natural processes, visual aids ,diagrammatic representation. Participatory learning encouraged through student seminars, group discussions, debates, brain storming sessions, role-playing of teacher by students, story reading sessions, use of rubrics and bloom's taxonomy, interactive special lectures. Students are taught to first identify the problem, collect necessary data and think to generate alternative solutions to the problem and then select the best one to implement and review the same, to enhances their problem solving skills.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://durgapurgovtcollege.ac.in/teaching-learning/

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

Faculty members upload their e-contents and uploaded to the Knimbus Digital Library Platform of the institution, the link of the platform is provided in the college website online learning page. Teachers use a wide range of ICT enabled tools to ensure an effective teaching-learning mechanism. The institution has licensed software such as MATLAB, Mathematica, Arc GIS for teaching and learning activities. Faculty members have created their own MOODLE sites for uploading study materials, references, assessment of students, conduct group discussions etc. Google Classroom is used by most of the teachers for classes beyond the regular college hours to help students and also to give assignments. Online teaching platforms are Google Meet, Zoom, Teamlink, TCSion Classroom and Cisco-Webex Meetings. Videos and 3D animations are used for teaching and different software such as Avagadro, Chem Draw, Gaussian, Gauss View, R-compiler, UCSF-Chimera etc and online sites such as interactive 3D chemistry animations are used by faculty members for teaching. Virtual Lab tours were conducted by departments during the pandemic situation for practical courses and teachers demonstrated videos and virtual labs before practicals to ensure experiential learning experiences Video lectures are uploaded by faculty members in the departmental Youtube Channels so that students can learn beyond the regular class hours.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

80

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

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year**

80

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

57

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

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

2.4.3.1 - Total experience of full-time teachers**696**

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Internal assessments are conducted regularly keeping consistency with the college academic calendar and university notification. The departments notify students about the date and time of the internal assessment and the schedule is strictly maintained by each department. After each internal assessment, teachers point out the deficiencies of students in the evaluated answer scripts and give comments for further improvement. Internal assessments are conducted by the teachers on each topic taught by them and the average of all internal assessments for the course is considered as the evaluative one which has weightage in the university results at the end of each semester. Each department preserves all records of the internal assessment conducted during the academic session. Different modes of internal assessments are followed by the departments, which include oral and written examinations, power-point presentations by students in the student seminars, surprise tests, debates, field work, quizzes, group discussions, storytelling sessions, students playing role of teachers, group discussions, problem solving exercises, projects etc as prescribed in course curriculum. Departments also follow rubrics for internal assessment and blooms' taxonomy consideration to set the question papers. Internal assessments are designed not only to develop the subject knowledge of students but also to improve their interpersonal skills and creative thinking.

File Description	Documents
Any additional information	View File
Link for additional information	https://durgapurgovtcollege.ac.in/evaluation-assessment/

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

For the internal assessment examinations, the institution has developed an efficient mechanism to deal with the grievances. Feedback is collected from the students every year by the IQAC about the fairness of the internal evaluation and whether their performance in the internal evaluation was discussed with them by the department. Departments have provided the liberty to its students to write to the departmental email id for any issues/grievances related to the internal examination. The departments have always been well-prepared to solve any issues/grievances regarding the internal examination efficiently in a transparent way within a short period. Students can also apply stating their grievance to the Principal if they are not satisfied by the departmental explanations to their grievances. Students can also apply to the Grievance Redressal Cell to report such grievances. A complaint box is provided at the entrance of the administrative building to lodge complaints. During the pandemic situation, the common problem reported by few students from remote areas was slow or poor internet connectivity during submission of online assignments. To resolve this issue, retest was arranged within two to three days by the departments if a student somehow has missed any online MCQ test.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The Learning Outcome Based Curriculum framework (LOCF) was introduced by the affiliating university from the academic session 2020-21. In the academic session 2023-24, the institution introduced implementation of the National Credit Curriculum Framework under NEP guidelines as prescribed in the curriculum and syllabus of the affiliating university. The program outcomes and course outcomes of each discipline are uploaded and displayed on the college website. In the orientation session for the newly admitted students, the program outcomes are communicated to them by the teachers and also conveyed in regular classes. For each semester, before delivering a course, in the interactive class, teachers inform students about the

course outcomes and also address their queries related to the same. In each academic session, IQAC collects feedback from students that whether the expected competencies, course outcomes and programme outcomes were informed to them by the teachers. On the basis of the feedback report, IQAC gives suggestions to departments. IQAC also collects feedback from the faculty members that whether the course outcomes mentioned in the syllabus are well defined and clear and IQAC forwards the feedback report with necessary suggestions through the Principal to the affiliating University for necessary action.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.durgapurgovtcollege.ac.in/learning%20outcome
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

For some subjects, the CO-PO mapping has been defined by the affiliating university. The curriculum and the CO-PO mapping for those subjects which have not yet been defined by the affiliating university is done by the department following the UGC-LOCF guidelines. Being an affiliated college, the institution only has the provision to take internal assessments, while the final examinations are conducted by the affiliating university. Thus, the attainment of the course outcomes and program outcome is assessed by the institution from the performance of students in the continuous internal assessment examinations. For the class tests, the course outcomes (CO1, CO2, CO3, CO4 etc) of each student is calculated from the percentage of marks obtained and marks attempted in the questions which address the COs. The percentage is then assessed to calculate the average COs, which are then mapped to give average POs and finally the PO attainment of the whole batch. The attainment of COs and POs is assessed from different assessment strategies such as viva-voce, student seminar, use of rubrics for assessment, group discussions, practical experiments, field study and the projects.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://durgapurgovtcollege.ac.in/evaluation-assessment/

2.6.3 - Pass percentage of Students during the year

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

537

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://durgapurgovtcollege.ac.in/students-satisfaction-survey/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

11.09100

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

8

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

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

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

2

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://dst.gov.in/

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution takes every initiative to nurture the process of creation and transfer of knowledge. During this academic session,

the institution organized 6th Regional Science and Technology Congress in association with the Department of Science and Technology and Biotechnology, Government of West Bengal, to provide a platform for students, faculty members and research scholars across the district to present their research findings and interact with eminent scientists. Institution has established the Institution Innovation Council in this academic session. Departments published their newsletters in the college website with articles by students, scholars and faculty members. Several workshops, seminars, conferences, invited lectures, special lectures, new experiments and innovative student projects beyond the course curriculum, hands on training programmes, software training, visits to research laboratories, industrial training, educational tours were conducted for students under the DBT STAR COLLEGE SCHEME and also by the other departments focusing on the subject understanding, skill enhancement and research fundamentals. Students and faculty members participated and presented their works in several events organized by external agencies. Faculty members have published quality research articles and book chapters, presented their research findings as resource person and participants in international and national conferences/seminars, and also acted as reviewers of reputed international journals.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://durgapurgovtcollege.ac.in/research/

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

11

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

29

File Description	Documents
URL to the research page on HEI website	https://durgapurgovtcollege.ac.in/research/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

36

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

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

14

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

3.4 - Extension Activities

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

Some of the initiatives taken by the NSS units during the year are Awareness lecture and interactive session to observe World Malaria Day, One Day outreach activity for local schools, Seminar on "Ill Effects of Consuming Tobacco and its accompanying health hazards" in association with Department of Health and Family Welfare, Government of West Bengal, Tree plantation program to celebrate Aranya Saptah, Seven-day campus cleaning program focussed on dengue prevention and prevention of diseases, Voter's awareness campaign, Rally to celebrate International Mother Language Day, One-day survey and training program on "Mental Wellbeing of College Students, Survey of energy consumption for green audit in college campus and residential quarters, participation of girl students in Youth Convention,etc. Under the DBT STAR COLLEGE SCHEME, several outreach activities were conducted such as Outreach program on "Understanding the scientific facts underlying common superstitious beliefs" at Bidhannagar Government Sponsored Boys' High School, Star Gazing Programme for local schools. Outreach Activity on "Laboratory Equipment Training, Software Applications and Lab Safety Measures in Geological and Chemical Laboratories" for Local Schools. NCC unit also organizes several events to sensitize students on social issues focussed on their holistic development. Details of activities are enclosed herewith in the supporting information.

File Description	Documents
Paste link for additional information	https://durgapurgovtcollege.ac.in/national-service-scheme-nss/
Upload any additional information	View File

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

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

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

37

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDS awareness, Gender issue etc. year wise during year

1366

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/internship year wise during the year

15

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

14

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution offers 27 undergraduate programmes and 3 postgraduate programmes and has also received university approval to offer three PhD programmes. Classes of Commerce Stream are held in the morning session, while that of arts and science streams in the day session to ensure adequacy of classrooms and accordingly separate routines are prepared for the morning and day sessions. The

institution has total 39 classrooms, 2 auditoriums, 1 Seminar Room, 4 computer laboratories. There are total 16 science laboratories for Botany, Chemistry, Conservation Biology, Geology, Physics and Zoology, one separate Geology Museum and one Zoology Specimen room. Presently, there are total 91 computers available for academic purposes. Total 23 rooms have fixed ICT facility with ceiling mount overhead LCD projectors. All departments have portable LCD projectors and laptops/desktops which are used for the classes. Central library has a collection of more than 80000 books and subscription of online journals and all departments have their own seminar libraries. College has a central instrumental facility, which is used on shared basis by the departments. E-content portal through Knimbus Digital Library and licensed software purchased under DBT STAR COLLEGE SCHEME is used by teachers for effective online teaching and learning process.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://durgapurgovtcollege.ac.in/facilities /

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

The institution has constituted "Games and Sports Sub-Committee" to organize sports activities. Playground 1 is allotted for volleyball, playground 2 for football, playground 3 for basketball, and playground 4 consists of a badminton court. The institution also has a Gymnasium, which is used by both male and female students in different shifts. Annual athletic meet is organized every year by the college. Boys' Common Room and Girls' Common Room are used for the indoor sports activities such as Chess, Carrom, table tennis etc. The auditoriums "Bidhan Prekkhagriho" and "Nazrul prekkhagriho" are used for different cultural activities such as Teachers' Day celebration, International Mother Language Day celebration etc. Open stage is also available for cultural activities such as annual fresher and cultural program, celebration of basanta utsab, golden jubilee, and observance of important days such as Rabindra Jayanti, Republic Day, Independence Day etc. During the annual exhibitions and poster competitions, students decorate the entire college campus including the classrooms to display their prepared models, charts and other innovative projects.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

23

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://durgapurgovtcollege.ac.in/smart-classrooms/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

243.01539

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The institution has received administrative approval for complete

digitization of library, which is likely to be completed within academic session 2024-25. Presently, The Integrated Library Management Software used is KOHA(OSS), the version is 16.11.09. It is partial digitization. Year of automation is 2017.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://durgapurgovtcollege.ac.in/library/

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

B. Any 3 of the above

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

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

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

12.6335

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

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

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

243

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

The institution procured BSNL Internet Leased Line connections running at the Office of the Principal and the Server Room at 100 MBPS with the scheme of monthly unlimited data. The broadband connection enables Wi-Fi availability in all departmental computers, offices and throughout accessible the entire college campus with the password. There are four computer laboratories, namely the Central Computer Facility and the respective computer laboratories of the Departments of Chemistry, Physics and Geology. All departments are equipped with computer, printer and LCD projector facilities and broadband internet connection. The regular maintenance and upgradation of computers and related accessories is done by the local vendor as and when required. E-books and E-resources are available for student access in the central library and through the Knimbus Digital Library procured in 2023-24. The college website is regularly updated to provide online access of notices, events, feedback collection, online learning facilities for the students and all stakeholders. Faculty members of science departments use updated licensed software (procured from DBT STAR COLLEGE SCHEME) and open source software for teaching and clarification of concepts by 3D animations.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

106

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the **A. ? 50MBPS** Institution

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

113.54794

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Departmental Heads and the concerned units/cells apply to the Principal for the purchase and maintenance of the academic facilities such as equipment, computers, books, journals, contingencies, organizing seminars etc stating proper justification and budget,. It is always ensured that the purchases are in accordance to the Government Guidelines.Being a Government institution, the construction and maintenance related works of all

buildings, electrical appliances and other physical infrastructure are done by the PWD (Social Sector) & PWD (Electrical), Government of West Bengal. Upgradation of the existing laboratories was done under the RUSA Scheme. Maintenance of physical facilities is done from the grants received from the State Government. Regular cleaning and maintenance of the classrooms, laboratories, offices and laboratory equipment is done by non-teaching staff. Maintenance of IT infrastructure is done by the local vendors. Routine committee prepares master routine to ensure the proper utilization of the shared classrooms, and the departments prepare their routines accordingly by allotting rooms for the classes. Library hours are also notified in slots to ensure the proper usage of the library activities. Games, sports and Gymnasium sub- committee notifies the time slots of usage of the gymnasium to ensure proper utilization.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

612

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

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

A. All of the above

File Description	Documents
Link to Institutional website	https://durgapurgovtcollege.ac.in/wp-content/uploads/2024/10/5.1.3.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

1686

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

1686

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

121

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

145

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

20

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

during the year

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

14

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

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

Students are represented as members in Anti Ragging Committee, Anti Ragging Squad, Student Collegiate Grievance Redressal Committee and Internal Complaints Committee. Student representatives communicate different student issues such as university examination related matters and related students' problems which are resolved/forwarded to the Competent authority by the Principal for necessary action. Students organizes cultural programmes to observe important days cultivating the sense of respect for our nation, Indian culture and tradition. Student volunteers are nominated for organization of different events. Every year, students' union organizes annual college exhibitions in the college campus, which involves interdepartmental competition and prize distribution invited eminent persons of the locality. Students contribute actively in the newsletters published by departments and cells of the institution. Students Week was celebrated by the institution in January 2024.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

22

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

5.4 - Alumni Engagement

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

The institution has a registered alumni association "DGC-PRAKTONI", which has significantly contributed to the development of the institution. The alumni association organized webinars on "Women Empowerment" and "Entrepreneurship Development" by inviting eminent resource persons. The annual general meeting of the association was held on 04-02-2024 in the college auditorium. The alumni association helped different departments in organizing several alumni meets, alumni lectures, toppers' interactive sessions, and other events involving alumni to prepare students for competitive examinations, guide them for future career prospects and also to improve their subject understanding and sensitize them towards environmental consciousness.

File Description	Documents
Paste link for additional information	https://durgapurgovtcollege.ac.in/alumni-activities/
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Durgapur Government College was established as the follow up of an effort to set up a government-funded institution of higher education with minimal fee structure at the gradually emerging industrial town of Durgapur. Maintaining its singularity as the sole government college in the district, the institution envisions to include and empower students from various sections of the society especially from remote rural areas. Our mission is to cultivate all students with the best education possible, instilling values to go forth into the world as good human beings, and to be equipped to meet the challenges of the world outside the campus walls. We have gradually emerged as a premier learning centre of women education with 67% female students. We value the contribution of all stakeholders in the functioning of the college. For each academic session, Teachers' Council nominates the committees related to academic affairs. Teachers representatives in the Governing Body and the IQAC contribute significantly in the planning and implementation of the targeted goals. Teachers act as mentors to take care of the intellectual and emotional needs of students. Feedback collected from the stakeholders is analyzed and considered in the decisions taken for the institution's continual march towards improvement.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Participative management is ensured at the strategic, functional and operational levels. At the beginning of each academic session the

Secretary of the Teachers' Council is nominated and the first meeting of the teachers' council is held to frame different sub-committees related to academic affairs. Teachers propose suggestions and after thorough discussions, the composition of each committees is nominated unanimously. Every year, composition of committees is changed to ensure uniform exposure of duties for academic and professional development of teachers. The Governing Body, IQAC and all sub-committees have teachers' representatives, and the Governing Body, Student Collegiate Grievance Redressal Committee, Anti-Ragging Committee, Anti Ragging squad and Internal Complaints Committee have student representatives. All administrative committees include Non-teaching staff representatives. The Principal, Governing Body, IQAC and the Teachers' Council are involved in defining policies & procedures, framing guidelines and rules & regulations. Teachers share knowledge and expertise among themselves, students and staff members while together working in a committee. Principal interacts with affiliating university, government and external agencies, and teachers also maintain academic interactions with the affiliating university. Departmental level, meetings are regularly held on matters such as distribution of syllabus, events to be organized, experiential learning, internal examination, evaluation procedure etc.

File Description	Documents
Paste link for additional information	https://durgapurgovtcollege.ac.in/administrative-policies/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has a well defined mechanism for successful implementation of strategic plan, reviewed through feedback and academic audit. Institutional objectives are planned in terms of long term goals (LTGs), requiring implementation of short terms goals (STGs). For STG1, regular IQAC meetings, analysis of feedback and other quality initiatives. For STG2, multiple student centric teaching and learning strategies were adopted, subscription of Knimbus digital library to upload e-content was implemented, effective mentoring process followed and library digitization initiated. For STG 3, several new experiments, student projects, field visits, hands on training, industry visit were conducted, For STG 4, several invited lectures and seminars conducted, For STG 5,

several research collaborations established, software and computer facilities procured, For STG 6, MOUs, linkages and collaboration agreements signed with institutes, NGOs, For STG 7, effective student support services ensured, For STG 8, campus placements arranged for freshers with proper assistance through several training programmes for job recruitment examinations, and to face interviews, entrepreneurship development cell established, For STG 9, e-governance followed effectively through online portals, For STG 10, NCC, NSS, sports and cultural activities encouraged, awards received by students for excellent performance in such activities

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://durgapurgovtcollege.ac.in/iqac-strategic-plan/
Upload any additional information	View File

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

The institution is a government college and is fully controlled by the rules, regulations and policies of the Government of West Bengal. Recruitment, promotion, transfer and other service related matters of employees are fully controlled by Government of West Bengal in accordance to the West Bengal Government Service Rules. Recruitment of Faculty Members is done by the Government of West Bengal on recommendation of the Public Service Commission. All purchases are implemented strictly following the government guidelines. Curriculum designing and examination pattern and modalities are decided by the affiliating university. The institution involves participation of Governing Body, Internal Quality Assurance Cell(IQAC), Teacher's Council, non-teaching staff and student representatives for implementation of the policies and guidelines. Every year, faculty members have to submit the record of their teaching, administrative and professional development activities through the online portal of the Government of West Bengal. Quality assurance initiatives are adopted by the administration to ensure the achievement of the institutional objectives.

File Description	Documents
Paste link for additional information	https://durgapurgovtcollege.ac.in/igac-profile/
Link to Organogram of the institution webpage	https://durgapurgovtcollege.ac.in/organogram/
Upload any additional information	View File

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

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

6.3 - Faculty Empowerment Strategies

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

(1) West Bengal Health Scheme (WBHS) (2) Gratuity and Pension Scheme (3) General Provident Fund (GPF) with nomination and loan facilities (4) One Home Travel Concession once in every five years to visit any place within State; (5) One Leave Travel Concession once in ten years to visit neighboring countries (6) Group Insurance cum Savings Scheme (GISS) (7) Pay Revision as per the recommendations of UGC, Pay Commission/Pay Review Committee. (7) Annual 3% Increment in salary (8) Special Leave to pursue research at doctoral level (9) Puja Bonus with upper ceiling (10) Advance salary for non-teaching staff members during festivals (11) Festival Advance: On occasion of festivals, any member from the lower-income group among the college staff is eligible to take advance money if he or she desires. There exists an upper ceiling of income (12) Study Leave for higher studies for 12 months at any one time and 24 months during service

period. (13) Child Care Leave (CCL) and maternity leave (14) Paternity Child Care Leave (15) Residential Quarter facility (15) Duty on Leave for participation in professional development programmes: (16) Workshops and Health awareness programmes organized (17) Ramps and washrooms for differently abled employees (18) Stress management through different recreational programmes

File Description	Documents
Paste link for additional information	https://finance.wb.gov.in/New_Fin/Pages/Publication.aspx
Upload any additional information	View File

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

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

3

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

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

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

8

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

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

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

29

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

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

The Performance Appraisal System for teaching and non-teaching staff is followed as per the Government Guidelines. In pursuance to G.O. No. 1196-Edn(A)/5P-90/12 dated 31.12.12, Memo No. ED-104/2013 dated 18-02-2013, Memo No. Ed293/2013, 07.05.2013, Memo No. ED-049/2016/OM-38L/2016 dated 03-03-2016 and 198-EH/ (CG)/ (A) 5P-90/12 (Pt) dated 07.12.2017 of the Government of West Bengal, the

Internal Quality Assurance Cell (IQAC) verifies the applications for promotion under career advancement scheme by the IQAC then forwarded to the Screening/Selection Committee comprising of the Head of the institution, Government Nominee and the Subject Expert/s from the affiliating University. The verified files are then subsequently forwarded to the Department of Higher Education, Government of West Bengal for necessary action. The Performance Appraisal System of non-teaching staff is followed as per the West Bengal Service Rules. During the academic session 2023-2024, the files of 7 No. of faculty members for promotion to the next higher grade/level were verified by the Government/University appointed Screening/Selection Committee and sent to the Government for necessary action.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Institution is a government institution. Financial audit is conducted by Accountants General (AG), Bengal, Government of West Bengal and the frequency of audit is once in three years.

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

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

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

0

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

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

Being a Government institution, the primary source of funds is from the Government of West Bengal. The salary component is fully under the jurisdiction of the Government of West Bengal. Departments, Central Library and different units/cells apply to the Principal for the purchase/maintenance of equipment, books, journals, computers, contingencies, organizing events etc stating proper justification and budget. Considering the proposals, the institution applies to the government for funds. All construction related, electrical and civil works are done by the PWD. Purchase and repairing of items is also done through West Bengal Small Scale Development Industries Limited. Head of the institution, conducts meetings with the Departmental Heads/cells/units, Coordinator, IQAC, Secretary Teachers' Council and Librarian to finalize the allotment of funds. Subsequently, the "Central Purchase and Tender Committee" ensures inviting tender/quotations, preparing comparative statement and payments strictly following the Government Guidelines. While purchasing an equipment, it is always ensured as far as practicable that the installation charges and maintenance charges(within warranty period) are provided by the company. Funds are also allocated for maintenance of facilities. Funding is also received under DBT STAR COLLEGE SCHEME and for research projects. Purchase of items is implemented strictly following the government guidelines.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

(1) Resolved in IQAC meeting dated 10-10-2023 and 20-02-2024, total 17 add on courses were conducted by different departments (2) Resolved in IQAC meeting dated 10-10-2023, IQAC conducted Departmental Academic Audit and provided suggestions to Departments for further improvement (3) Resolved in IQAC meeting dated 10-10-2023. Online feedback on curricular aspects and student satisfaction survey collected, analyzed and forwarded by the IQAC (4) Resolved in IQAC meeting dated 10-10-2023, use of ICT tools encouraged through subscription of Knimbus digital library facility, software based workshops, add on courses and other events conducted, procurement of computers, printers, FDP on MOOCs conducted (5) Resolved in IQAC meeting dated 10-10-2023, several quality assurance events conducted by IQAC in association with cells, departments and units (6) Resolved in IQAC meeting dated 20-02-2024, several collaborations, linkages and MOUs established with institutions and NGOs (7) Resolved in IQAC meeting dated 20-02-2024, Entrepreneurship Development Cell established, Women Cell established and activities conducted (8) Resolved in IQAC meeting dated 20-02-2024, library digitization process initiated and initial training programme conducted by the IQAC, user awareness on NDLI club conducted (9) Resolved in IQAC meeting dated 20-02-2024, training programmes on benchmarks for NAAC and quality initiatives conducted

File Description	Documents
Paste link for additional information	https://durgapurgovtcollege.ac.in/iqac-composition/
Upload any additional information	View File

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

During this academic session, there were significant teaching learning reforms facilitated by the IQAC. (1) IQAC resolved to take necessary steps to promote availability of e-contents and visual educational resources for students. The subscription for Knimbus Digital Library was implemented. Faculty members uploaded several e-contents in the digital library platform for student access. (3) IQAC organized Webinars, special lectures, quiz competition and other events organized by IQAC in collaboration with departments and cells to facilitate expert interaction with students. (4) IQAC took special emphasis for collaboration activities. Student visits to research laboratories of institutes of national eminence were

organized to enhance the subject understanding and practical learning (5) Organization of Student Seminar, Field Tours, Educational Tours was also encouraged by the IQAC and organized to ensure experiential learning and expert interactions (6) Feedback was collected from students by IQAC to strengthen the teaching-learning mechanism

File Description	Documents
Paste link for additional information	https://durgapurgovtcollege.ac.in/iqac-meetings-and-action-taken-report/
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution puts sincere efforts to promote gender equity and sensitization through several activities. The Internal Complaints Committee carries on interactive sessions, seminars and class

campaign building awareness on gender sensitization throughout the year. The Women's Cell was established during this year. Newsletter "Adwitiya" was established by the Women's Cell. Some facilities for women include sanitary napkin vending machine, specially designed toilets for the differently abled female, Girls common room, (24 x 7) security in college campus, Girls Hostel, Anti ragging committee and squad and equal opportunity cell to monitor and ensure women safety and hygiene. International Women's Day is celebrated every year with poster competition and wall magazine. Female students are always encouraged to participate in all co-curricular/ extra-curricular activities. Female students have joined NCC Units, won prizes in District and State Sports and Games Championship, cleared national level competitive examinations, progressed to reputed institutes, shouldered equal responsibilities to organize college cultural programs. Equal representation of women in both academics and administration is ensured such as DBT STAR COLLEGE SCHEME (Coordinator), NAAC Steering Committee (Jt. Convener), Equal Opportunity Cell (Jt. Convener) IQAC Members (03), Career Counselling and Placement Cell (Convener), Medical Welfare and Psychological Counselling Cell (Convener) etc.

File Description	Documents
Annual gender sensitization action plan	https://durgapurgovtcollege.ac.in/wp-content/uploads/2024/11/7.1.1.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://durgapurgovtcollege.ac.in/wp-content/uploads/2024/11/7.1.1bdocx.pdf

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

(a) Solid waste management: Coloured dustbins used to collect solid waste in segregated form, subsequently collected by the local Municipality from the college campus. The entire campus is "plastic free zone. Portion of Biodegradable waste is used as manure for the plants in the garden. (b) Liquid waste management: As a routine practice, chemical wastes are segregated as organic acids, inorganic acids, organic bases, inorganic bases. Neutralization of chemicals is practiced before disposal. (c) Biomedical waste management: Animal anatomical waste material collected in yellow bags is disposed of in a deep burial pit within the college campus. (d) Hazardous waste management: Hazardous soluble heavy metal salts precipitated as insoluble salts, and encapsulation is done with Portland cement. (Ref: Environmental Monitoring and Assessment (2006) 116: 513-528). Before chemical treatment, wastes are securely packaged in properly labelled plastic bottles (liquids) and boxes (for solids). Mercury from broken thermometers is detoxified as amalgam. Small pieces of sodium are destroyed by reacting with ethanol. Bromine is neutralized with Slaked lime, Sodium carbonate, Sodium thiosulphate or Ammonia solution. Reduction of inorganic substances to convert them to a less mobile and toxic form. (e) For e-waste management, separate committee is constituted as per government rules.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

B. Any 3 of the above

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment **5.**
Provision for enquiry and information :
Human assistance, reader, scribe, soft copies of reading material, screen reading

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

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

The institution is committed to maintain the diversity in the student profile to uphold the mandate of inclusive education. A nominal fee structure for all students allows quality education for economically challenged ones. The student profile consists of SC, ST, OBC-A (Minority) and OBC-B students along with 67% girl

students. "Equal Opportunity Cell" caters to the needs of all students irrespective of religion, caste, creed and gender and also conducted geographical diversity audit. Picnics and cultural programmes promote inclusiveness. The Cell is constantly engaged in initiatives promoting inclusivity, eliminating discrimination, and ensuring equal access to educational opportunities. One notable event organized was Seminar-Lecture on "Marginality and Translation Studies". "Santali Literature and Culture". The talk mentioned the importance of safeguarding the interests of linguistic minorities. Article 29 and 30 of the Constitution of India ensures that "Any section of the citizens residing in India or any part thereof or having a distinct language or script or culture of its own shall have the right to conserve the same". Walk for Equality to foster equality among all stakeholders was organized on 10-02-2024. Basanta Utsav, the colour festival to mark the spring season is celebrated to promote mutual harmony and happiness.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

The institution sincerely takes initiatives to sensitize students and employees towards the values, duties, rights and responsibilities of citizens. Independence Day and Republic Day is celebrated and NCC unit take part in the Republic Day parade organized by the local administration. Students participated and performed in the Celebration of Birthday of Netaji Subhas Chandra Bose, observation of Black Day and Kargin Vijay Diwas. Every year, all students and employees read out the Voters' Pledge on the occasion of the National Voters' Day. Department of Political Science conducted Add on Course on "The Consumer Protection Act" An Overview-Imperatives to Establish your right" for students during the academic session.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://durgapurgovtcollege.ac.in/wp-content/uploads/2024/11/7.1.9.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff **C. Any 2 of the above**
Annual awareness programmes on Code of Conduct are organized **4.**

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

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

Every year, the institution celebrates/observes national and international commemorative days, events and festivals in the college campus. These events are organized by different units, committees and departments of the institution. During the academic session 2023-2024, these included World No-Tobacco Day (31-05-2024); World Malaria Day (25-05-2024); Nazrul Jayanti Celebration [Birthday of Kazi Nazrul Islam] [25-05-2024]; International Day of Biological Diversity [22-05-2024]; Rabindra Jayanti [Birthday of Rabindranath Tagore] Celebration (08-05-2024); International Earth Day [22-04-2024]; Basanta Utsab (Colour festival to mark spring season) (13-03-2024); National Science Day

Celebration (28-02-2024); International Mother Language Day (21-02-2024); World Pangolin Day (17-02-2024); Black day Observation (14-02-2024); Republic Day (26-01-2024); Birth Anniversary of Netaji Subhas Chandra Bose (23-01-2024); Independence Day (15-08-2023); Kargil Vijay Diwas (26-07-2023); International Yoga Day (22-06-2023); World Environment Day (05-06-2023)

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice 1: DBT STAR COLLEGE SCHEME

Objectives of the Practice: Strengthening of the undergraduate teaching-learning mechanism of the six science departments, namely Botany, Chemistry, Geology, Mathematics, Physics and Zoology

The context: Enhancement of practical learning skills, computational skills, instrument handling, expert interactions

The Practice: Equipment-Student ratio, New Experiments, Workshops, Seminars, Field Trips, Research Laboratory visits, invited lectures etc

Evidence of Success: improvement in university results, admission to undergraduate science programs, outstanding performance in all India Examinations, Student Presentations and prizes

Problems Encountered and Resources Required: Prolonged time taken by the university in conducting examination

Best Practice 2 BEYOND THE CURRICULUM INITIATIVES

Objectives of the Practice: Shape the students as good, cultured and responsible human beings

The context: Creating individuals to work for the society and develop the sense of respect for its people, the nation, culture and the environment

The Practice: Organizing several NSS, NCC, sports, physical fitness, cultural events, motivational sessions, mental and psychological well being events, entrepreneurship events to motivate students

Problems Encountered and Resources Required: Time constraints to participate in beyond the curriculum activities; Lack of funds to organize events; shortage of faculty members and staff

File Description	Documents
Best practices in the Institutional website	https://durgapurgovtcollege.ac.in/about-the-dbtscheme/
Any other relevant information	https://durgapurgovtcollege.ac.in/best-practices/

7.3 - Institutional Distinctiveness

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

Durgapur Government College visions to achieve a better and a sustainable future for all stakeholders and the local community in line with the sustainable development goals of the United Nations. The institution aims to integrate the 17 SDGs at its own level with the institutional activities.

SDG6: Clean Water and Sanitation: Major Research Project and Student Projects

SDG13: Climate Action; SDG14: Life Below Water; SDG15: Life on Land: Major Research Projects, Workshops, Competitions, Webinars, Documentaries, Hands on training, Interactive sessions

SDG10: Reduced Inequalities: Major Research Project

SDG1: No Poverty ; SDG2: Zero Hunger (Helping local farmers); SDG11: Sustainable Cities and Communities: Major Research Project, PhD programmes, Workshops

SDG8: Decent Work and Economic Growth; SDG9: Industry, Innovation

and Infrastructure: Add on Courses, Events on IPR, Entrepreneurship and Moral Responsibilities of Young Professionals'

SDG4: Quality Education: outreach activities for local schools

SDG3: Good Health and Well Being: Add on Course, Workshops, Awareness Campaigns

SDG5: Gender Equality: Gender Equity Events, Gender Audit, Gender sensitization events

SDG16: Peace, Justice and Strong Institutions: Poster Competitions, National Integration Day, Events to promote peace and harmony

SDG12: Responsible Consumption and Production: Add on Course on Consumer Protection Act

SDG7: Affordable and Clean Energy: Add on Course, Workshop, Green Audit

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

At the beginning of odd and even semesters, the class commencement notice is circulated by the Principal in accordance with the college academic calendar and university notifications. The routine committee prepares the master routine, and circulates to the departments for the preparation and circulation of departmental routines. Teachers prepare their lesson plans based on the no. of lectures allotted to each topic in the University curriculum. Students are informed about the lesson plan, course curriculum, course outcome and mode of curriculum delivery through orientation programmes. Teaching modes include chalk and talk, student seminar, interactive learning, expert lectures, group discussions, lectures by external experts, visits to research laboratories, educational tours etc. Formative assessments are conducted to identify the learning levels of students and curriculum is delivered considering the needs of slow learners and advanced learners through effective mentoring process throughout the session. Sample routines, academic calendar, teaching load distribution, circulars for class commencement, sample lesson plans, student seminar details, visits to research laboratories, invited lectures and educational tours on course curriculum are enclosed herewith.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://durgapurgovtcollege.ac.in/wp-content/uploads/2024/09/1.1.1._Final-to-upload.pdf

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

At the beginning of each academic session, the academic calendar is prepared in consistency with the University Academic Calendar and Government Holiday list. Teaching days and the tentative months of internal assessment are mentioned in the academic

calendar subject to changes depending on the university notifications from time to time. Based on the College academic calendar and the university notifications, departments prepare the schedule of internal assessment of each course and notify the dates and time of the internal assessments to the students. The evaluative internal assessments are conducted following this mechanism, while the non evaluative internal assessments are conducted by each department following the teaching days of the academic calendar with careful consideration of the learning outcomes of each course.. The evaluative internal assessments include class tests, oral presentation, Quizzes etc while the non-evaluative ones include group discussions, brain storming sessions, student webinars, role play by students, problem framing by the students, etc. Each department maintains proper documentation of the evaluative as well as the non evaluative internal assessment. Faculty members also use innovative methods such as use of Rubrics for assessment and Bloom's Taxonomy to set question papers. The assessment methods, dates and events are enclosed herewith

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://durgapurgovtcollege.ac.in/evaluation-assessment/

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

30

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

17

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

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

960

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The course curriculum consists of several courses which integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability. The course "Environmental Studies" is offered to all UG students as the value added course in semester II. Department of Conservation Biology, the one of its kind in Eastern India offers all courses having close relevance to environment and sustainability. Departments of Botany, Chemistry and Zoology offer courses which cover numerous environmental aspects such as waste management, green solvents, environment friendly alternatives to synthesis, pollution control measures, energy conservation, biodiversity conservation, threats and management of wetlands, organic farming, remediation of contaminated soils, water conservation, climate change, Conservation genetics, environment and public health etc. Departments of Bengali, Economics, English, History, Philosophy, Political Science and Sanskrit offer courses relevant to the importance of nature and environment, women empowerment, human values, gender issues, inculcating ethical values in students through four noble truths of Buddhism and Yoga Darshana, moral issues and Dharma, professional ethics, concept of equality and fraternity, environmental movements of India, sustainable development, environmental protection, women and social change, human values through slokas, vedas, upanishads, metaphysics, logic and ethics, ethical teachings of Bhagwad Geeta, human moral consciousness etc.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

28

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

161

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

1.4 - Feedback System

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

File Description	Documents
URL for stakeholder feedback report	https://durgapurgovtcollege.ac.in/curriculum-feedback-report/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://durgapurgovtcollege.ac.in/curriculum-feedback-report/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

872

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

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

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

344

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

2.2 - Catering to Student Diversity

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

The institution takes sincere initiatives to assess the learning levels of students and caters to the needs of slow and advanced learners. Both conventional and unconventional ways are adopted by the departments and the mentors. The conventional ways include written and oral tests, MCQs, assignments, group discussions, projects, short dissertations, student seminars etc. The learning-related queries from students, their verbal and non-verbal responses in class, use of rubrics and use of Bloom's taxonomy in framing questions are also followed. The areas which a student identifies as 'confusing' are indicators of their level of understanding. The feedback, both written and oral, formal and informal, helps in gauging the learning level of students. The unconventional methods include acquiring background information about the student and her/his family through interactions and parent-teacher meetings to understand whether any economic, cultural, physical health and, emotional issues are directly or indirectly impacting her/his learning activities. For slow learners, interactive programmes, tutorial classes, extra lectures, remedial classes, special notes, extra practical sessions, mock oral/practical examination, problem solving classes, counselling by mentors are followed, while advanced learners are encouraged to participate in quiz competitions, brain storming sessions, group discussions, provided advanced reference materials, software application and seminar presentations.

File Description	Documents
Paste link for additional information	https://durgapurgovtcollege.ac.in/teaching-learning/
Upload any additional information	View File

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

Number of Students	Number of Teachers
1686	80

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

In our institution, we always encourage learning by doing. The experiential learning strategies include open ended lab work through case studies for projects, field work by botany, zoology, geology and conservation biology included in the course curriculum along with industry visits and research laboratory visits. Projects completed by chemistry, economics, geology, zoology and conservation biology students. Educational tour conducted by different departments to ensure experiential learning experiences. Student-visit to research laboratories, workshops involving student projects and several activities are organized under the DBT STAR COLLEGE SCHEME. Department of English applies Kolbe's Experiential Learning Cycle, visualization and inquiry based instruction. Student centric methods include 3D visualizations through software, demonstration of natural processes, visual aids ,diagrammatic representation. Participatory learning encouraged through student seminars, group discussions, debates, brain storming sessions, role-playing of teacher by students, story reading sessions, use of rubrics and bloom's taxonomy, interactive special lectures. Students are taught to first identify the problem, collect necessary data and think to generate alternative solutions to the problem and then select the best one to implement and review the same, to enhances their problem solving skills.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://durgapurgovtcollege.ac.in/teaching-learning/

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

Faculty members upload their e-contents and uploaded to the Knimbus Digital Library Platform of the institution, the link of the platform is provided in the college website online learning page. Teachers use a wide range of ICT enabled tools to ensure an effective teaching-learning mechanism. The institution has licensed software such as MATLAB, Mathematica, Arc GIS for teaching and learning activities. Faculty members have created their own MOODLE sites for uploading study materials, references, assessment of students, conduct group discussions etc. Google Classroom is used by most of the teachers for classes beyond the regular college hours to help students and also to give assignments. Online teaching platforms are Google Meet, Zoom, Teamlink, TCSion Classroom and Cisco-Webex Meetings. Videos and 3D animations are used for teaching and different software such as Avagadro, Chem Draw, Gaussian, Gauss View, R-compiler, UCSF-Chimera etc and online sites such as interactive 3D chemistry animations are used by faculty members for teaching. Virtual Lab tours were conducted by departments during the pandemic situation for practical courses and teachers demonstrated videos and virtual labs before practicals to ensure experiential learning experiences. Video lectures are uploaded by faculty members in the departmental Youtube Channels so that students can learn beyond the regular class hours.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

80

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

2.4 - Teacher Profile and Quality

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

80

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

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

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

57

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

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

2.4.3.1 - Total experience of full-time teachers

696

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Internal assessments are conducted regularly keeping consistency with the college academic calendar and university notification. The departments notify students about the date and time of the internal assessment and the schedule is strictly maintained by each department. After each internal assessment, teachers point out the deficiencies of students in the evaluated answer scripts and give comments for further improvement. Internal assessments are conducted by the teachers on each topic taught by them and the average of all internal assessments for the course is considered as the evaluative one which has weightage in the university results at the end of each semester. Each department preserves all records of the internal assessment conducted during the academic session. Different modes of internal assessments are followed by the departments, which include oral and written examinations, power-point presentations by students in the student seminars, surprise tests, debates, field work, quizzes, group discussions, storytelling sessions, students playing role of teachers, group discussions, problem solving exercises, projects etc as prescribed in course curriculum. Departments also follow rubrics for internal assessment and blooms' taxonomy consideration to set the question papers. Internal assessments are designed not only to develop the subject knowledge of students but also to improve their interpersonal skills and creative thinking.

File Description	Documents
Any additional information	View File
Link for additional information	https://durgapurgovtcollege.ac.in/evaluation-assessment/

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

For the internal assessment examinations, the institution has developed an efficient mechanism to deal with the grievances. Feedback is collected from the students every year by the IQAC about the fairness of the internal evaluation and whether their performance in the internal evaluation was discussed with them by the department. Departments have provided the liberty to its students to write to the departmental email id for any issues/grievances related to the internal examination. The departments have always been well-prepared to solve any issues/grievances regarding the internal examination efficiently in a transparent way within a short period. Students can also apply stating their grievance to the Principal if they are not satisfied by the departmental explanations to their grievances. Students can also apply to the Grievance Redressal Cell to report such grievances. A complaint box is provided at the entrance of the administrative building to lodge complaints. During the pandemic situation, the common problem reported by few students from remote areas was slow or poor internet connectivity during submission of online assignments. To resolve this issue, retest was arranged within two to three days by the departments if a student somehow has missed any online MCQ test.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The Learning Outcome Based Curriculum framework (LOCF) was introduced by the affiliating university from the academic session 2020-21. In the academic session 2023-24, the institution introduced implementation of the National Credit Curriculum Framework under NEP guidelines as prescribed in the curriculum and syllabus of the affiliating university. The program outcomes and course outcomes of each discipline are uploaded and displayed on the college website. In the orientation session for the newly admitted students, the program outcomes are communicated to them by the teachers and also conveyed in regular classes. For each semester, before delivering a course, in the interactive class,

teachers inform students about the course outcomes and also address their queries related to the same. In each academic session, IQAC collects feedback from students that whether the expected competencies, course outcomes and programme outcomes were informed to them by the teachers. On the basis of the feedback report, IQAC gives suggestions to departments. IQAC also collects feedback from the faculty members that whether the course outcomes mentioned in the syllabus are well defined and clear and IQAC forwards the feedback report with necessary suggestions through the Principal to the affiliating University for necessary action.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.durgapurgovtcollege.ac.in/learning%20outcome
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

For some subjects, the CO-PO mapping has been defined by the affiliating university. The curriculum and the CO-PO mapping for those subjects which have not yet been defined by the affiliating university is done by the department following the UGC-LOCF guidelines. Being an affiliated college, the institution only has the provision to take internal assessments, while the final examinations are conducted by the affiliating university. Thus, the attainment of the course outcomes and program outcome is assessed by the institution from the performance of students in the continuous internal assessment examinations. For the class tests, the course outcomes (CO1, CO2, CO3, CO4 etc) of each student is calculated from the percentage of marks obtained and marks attempted in the questions which address the COs. The percentage is then assessed to calculate the average COs, which are then mapped to give average POs and finally the PO attainment of the whole batch. The attainment of COs and POs is assessed from different assessment strategies such as viva-voce, student seminar, use of rubrics for assessment, group discussions, practical experiments, field study and the projects.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://durgapurgovtcollege.ac.in/evaluation-assessment/

2.6.3 - Pass percentage of Students during the year

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

537

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://durgapurgovtcollege.ac.in/students-satisfaction-survey/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

11.09100

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

8

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

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

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

2

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://dst.gov.in/

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution takes every initiative to nurture the process of creation and transfer of knowledge. During this academic session,

the institution organized 6th Regional Science and Technology Congress in association with the Department of Science and Technology and Biotechnology, Government of West Bengal, to provide a platform for students, faculty members and research scholars across the district to present their research findings and interact with eminent scientists. Institution has established the Institution Innovation Council in this academic session. Departments published their newsletters in the college website with articles by students, scholars and faculty members. Several workshops, seminars, conferences, invited lectures, special lectures, new experiments and innovative student projects beyond the course curriculum, hands on training programmes, software training, visits to research laboratories, industrial training, educational tours were conducted for students under the DBT STAR COLLEGE SCHEME and also by the other departments focusing on the subject understanding, skill enhancement and research fundamentals. Students and faculty members participated and presented their works in several events organized by external agencies. Faculty members have published quality research articles and book chapters, presented their research findings as resource person and participants in international and national conferences/seminars, and also acted as reviewers of reputed international journals.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://durgapurgovtcollege.ac.in/research /

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

11

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

29

File Description	Documents
URL to the research page on HEI website	https://durgapurgovtcollege.ac.in/research /_
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

36

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

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

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers

in national/ international conference proceedings year wise during year**14**

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

3.4 - Extension Activities

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

Some of the initiatives taken by the NSS units during the year are Awareness lecture and interactive session to observe World Malaria Day, One Day outreach activity for local schools, Seminar on "Ill Effects of Consuming Tobacco and its accompanying health hazards" in association with Department of Health and Family Welfare, Government of West Bengal, Tree plantation program to celebrate Aranya Saptah, Seven-day campus cleaning program focussed on dengue prevention and prevention of diseases, Voter's awareness campaign, Rally to celebrate International Mother Language Day, One-day survey and training program on "Mental Wellbeing of College Students, Survey of energy consumption for green audit in college campus and residential quarters, participation of girl students in Youth Convention, etc. Under the DBT STAR COLLEGE SCHEME, several outreach activities were conducted such as Outreach program on "Understanding the scientific facts underlying common superstitious beliefs" at Bidhannagar Government Sponsored Boys' High School, Star Gazing Programme for local schools. Outreach Activity on "Laboratory Equipment Training, Software Applications and Lab Safety Measures in Geological and Chemical Laboratories" for Local Schools. NCC unit also organizes several events to sensitize students on social issues focussed on their holistic development. Details of activities are enclosed herewith in the supporting information.

File Description	Documents
Paste link for additional information	https://durgapurgovtcollege.ac.in/national-service-scheme-nss/
Upload any additional information	View File

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

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

13

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

37

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDS awareness, Gender issue etc. year wise during year

1366

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

15

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

14

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution offers 27 undergraduate programmes and 3 postgraduate programmes and has also received university approval to offer three PhD programmes. Classes of Commerce Stream are held in the morning session, while that of arts and science streams in the day session to ensure adequacy of classrooms and accordingly separate routines are prepared for the morning and day sessions. The institution has total 39 classrooms, 2 auditoriums, 1 Seminar Room, 4 computer laboratories. There are total 16 science laboratories for Botany, Chemistry, Conservation Biology, Geology, Physics and Zoology, one separate Geology Museum and one Zoology Specimen room. Presently, there are total 91 computers available for academic purposes. Total 23 rooms have fixed ICT facility with ceiling mount overhead LCD projectors. All departments have portable LCD projectors and laptops/desktops which are used for the classes. Central library has a collection of more than 80000 books and subscription of online journals and all departments have their own seminar libraries. College has a central instrumental facility, which is used on shared basis by the departments. E-content portal through Knimbus Digital Library and licensed software purchased under DBT STAR COLLEGE SCHEME is used by teachers for effective online teaching and learning process.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://durgapurgovtcollege.ac.in/facilities/

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

The institution has constituted "Games and Sports Sub-Committee" to organize sports activities. Playground 1 is allotted for volleyball, playground 2 for football, playground 3 for basketball, and playground 4 consists of a badminton court. The institution also has a Gymnasium, which is used by both male and female students in different shifts. Annual athletic meet is

organized every year by the college. Boys' Common Room and Girls' Common Room are used for the indoor sports activities such as Chess, Carrom, table tennis etc. The auditoriums "Bidhan Prekkhagriho" and "Nazrul prekkhagriho" are used for different cultural activities such as Teachers' Day celebration, International Mother Language Day celebration etc. Open stage is also available for cultural activities such as annual fresher and cultural program, celebration of basanta utsab, golden jubilee, and observance of important days such as Rabindra Jayanti, Republic Day, Independence Day etc. During the annual exhibitions and poster competitions, students decorate the entire college campus including the classrooms to display their prepared models, charts and other innovative projects.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

23

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://durgapurgovtcollege.ac.in/smart-classrooms/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

243.01539

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The institution has received administrative approval for complete digitization of library, which is likely to be completed within academic session 2024-25. Presently, The Integrated Library Management Software used is KOHA(OSS), the version is 16.11.09. It is partial digitization. Year of automation is 2017.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://durgapurgovtcollege.ac.in/library/

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

B. Any 3 of the above

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

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

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

12.6335

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

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

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

243

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

The institution procured BSNL Internet Leased Line connections running at the Office of the Principal and the Server Room at 100 MBPS with the scheme of monthly unlimited data. The broadband connection enables Wi-Fi availability in all departmental computers, offices and throughout accessible the entire college campus with the password. There are four computer laboratories, namely the Central Computer Facility and the respective computer laboratories of the Departments of Chemistry, Physics and Geology. All departments are equipped with computer, printer and LCD projector facilities and broadband internet connection. The regular maintenance and upgradation of computers and related accessories is done by the local vendor as and when required. E-books and E-resources are available for student access in the central library and through the Knimbus Digital Library procured in 2023-24. The college website is regularly updated to provide online access of notices, events, feedback collection, online learning facilities for the students and all stakeholders. Faculty members of science departments use updated licensed software (procured from DBT STAR COLLEGE SCHEME) and open source

software for teaching and clarification of concepts by 3D animations.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

106

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

113.54794

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Departmental Heads and the concerned units/cells apply to the Principal for the purchase and maintenance of the academic facilities such as equipment, computers, books, journals, contingencies, organizing seminars etc stating proper justification and budget,. It is always ensured that the purchases are in accordance to the Government Guidelines.Being a Government institution, the construction and maintenance related works of all buildings, electrical appliances and other physical infrastructure are done by the PWD (Social Sector) & PWD (Electrical), Government of West Bengal. Upgradation of the existing laboratories was done under the RUSA Scheme. Maintenance of physical facilities is done from the grants received from the State Government. Regular cleaning and maintenance of the classrooms, laboratories, offices and laboratory equipment is done by non-teaching staff. Maintenance of IT infrastructure is done by the local vendors. Routine committee prepares master routine to ensure the proper utilization of the shared classrooms, and the departments prepare their routines accordingly by allotting rooms for the classes. Library hours are also notified in slots to ensure the proper usage of the library activities. Games, sports and Gymnasium sub- committee notifies the time slots of usage of the gymnasium to ensure proper utilization.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support**5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****612**

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

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year****0**

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Data Template)	No File Uploaded

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

A. All of the above

File Description	Documents
Link to Institutional website	https://durgapurgovtcollege.ac.in/wp-content/uploads/2024/10/5.1.3.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

1686

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

1686

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

121

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

145

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

20

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

14

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

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

Students are represented as members in Anti Ragging Committee, Anti Ragging Squad, Student Collegiate Grievance Redressal Committee and Internal Complaints Committee. Student

representatives communicate different student issues such as university examination related matters and related students' problems which are resolved/forwarded to the Competent authority by the Principal for necessary action. Students organizes cultural programmes to observe important days cultivating the sense of respect for our nation, Indian culture and tradition. Student volunteers are nominated for organization of different events. Every year, students' union organizes annual college exhibitions in the college campus, which involves interdepartmental competition and prize distribution invited eminent persons of the locality. Students contribute actively in the newsletters published by departments and cells of the institution. Students Week was celebrated by the institution in January 2024.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

22

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

5.4 - Alumni Engagement

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

The institution has a registered alumni association "DGC-PRAKTONI", which has significantly contributed to the development of the institution. The alumni association organized webinars on "Women Empowerment" and "Entrepreneurship Development" by inviting eminent resource persons. The annual general meeting of the association was held on 04-02-2024 in the college auditorium. The alumni association helped different departments in organizing several alumni meets, alumni lectures, toppers' interactive sessions, and other events involving alumni to prepare students for competitive examinations, guide them for future career prospects and also to improve their subject understanding and sensitize them towards environmental consciousness.

File Description	Documents
Paste link for additional information	https://durgapurgovtcollege.ac.in/alumni-activities/
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Durgapur Government College was established as the follow up of an effort to set up a government-funded institution of higher education with minimal fee structure at the gradually emerging industrial town of Durgapur. Maintaining its singularity as the sole government college in the district, the institution envisions to include and empower students from various sections of the society especially from remote rural areas. Our mission is to cultivate all students with the best education possible, instilling values to go forth into the world as good human beings, and to be equipped to meet the challenges of the world outside the campus walls. We have gradually emerged as a premier

learning centre of women education with 67% female students. We value the contribution of all stakeholders in the functioning of the college. For each academic session, Teachers' Council nominates the committees related to academic affairs. Teachers representatives in the Governing Body and the IQAC contribute significantly in the planning and implementation of the targeted goals. Teachers act as mentors to take care of the intellectual and emotional needs of students. Feedback collected from the stakeholders is analyzed and considered in the decisions taken for the institution's continual march towards improvement.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Participative management is ensured at the strategic, functional and operational levels. At the beginning of each academic session the Secretary of the Teachers' Council is nominated and the first meeting of the teachers' council is held to frame different sub-committees related to academic affairs. Teachers propose suggestions and after thorough discussions, the composition of each committees is nominated unanimously. Every year, composition of committees is changed to ensure uniform exposure of duties for academic and professional development of teachers. The Governing Body, IQAC and all sub-committees have teachers' representatives, and the Governing Body, Student Collegiate Grievance Redressal Committee, Anti-Ragging Committee, Anti Ragging squad and Internal Complaints Committee have student representatives. All administrative committees include Non-teaching staff representatives. The Principal, Governing Body, IQAC and the Teachers' Council are involved in defining policies & procedures, framing guidelines and rules & regulations. Teachers share knowledge and expertise among themselves, students and staff members while together working in a committee. Principal interacts with affiliating university, government and external agencies, and teachers also maintain academic interactions with the affiliating university. Departmental level, meetings are regularly held on matters such as distribution of syllabus, events to be organized, experiential learning, internal examination, evaluation procedure etc.

File Description	Documents
Paste link for additional information	https://durgapurgovtcollege.ac.in/administrative-policies/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has a well defined mechanism for successful implementation of strategic plan, reviewed through feedback and academic audit. Institutional objectives are planned in terms of long term goals (LTGs), requiring implementation of short terms goals (STGs). For STG1, regular IQAC meetings, analysis of feedback and other quality initiatives. For STG2, multiple student centric teaching and learning strategies were adopted, subscription of Knimbus digital library to upload e-content was implemented, effective mentoring process followed and library digitization initiated. For STG 3, several new experiments, student projects, field visits, hands on training, industry visit were conducted, For STG 4, several invited lectures and seminars conducted, For STG 5, several research collaborations established, software and computer facilities procured, For STG 6, MOUs, linkages and collaboration agreements signed with institutes, NGOs, For STG 7, effective student support services ensured, For STG 8, campus placements arranged for freshers with proper assistance through several training programmes for job recruitment examinations, and to face interviews, entrepreneurship development cell established, For STG 9, e-governance followed effectively through online portals, For STG 10, NCC, NSS, sports and cultural activities encouraged, awards received by students for excellent performance in such activities

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://durgapurgovtcollege.ac.in/iqac-strategic-plan/
Upload any additional information	View File

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

The institution is a government college and is fully controlled by the rules, regulations and policies of the Government of West Bengal. Recruitment, promotion, transfer and other service related matters of employees are fully controlled by Government of West Bengal in accordance to the West Bengal Government Service Rules. Recruitment of Faculty Members is done by the Government of West Bengal on recommendation of the Public Service Commission. All purchases are implemented strictly following the government guidelines. Curriculum designing and examination pattern and modalities are decided by the affiliating university. The institution involves participation of Governing Body, Internal Quality Assurance Cell(IQAC), Teacher's Council, non-teaching staff and student representatives for implementation of the policies and guidelines. Every year, faculty members have to submit the record of their teaching, administrative and professional development activities through the online portal of the Government of West Bengal. Quality assurance initiatives are adopted by the administration to ensure the achievement of the institutional objectives.

File Description	Documents
Paste link for additional information	https://durgapurgovtcollege.ac.in/iqac-profile/
Link to Organogram of the institution webpage	https://durgapurgovtcollege.ac.in/organogram/
Upload any additional information	View File
6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

(1) West Bengal Health Scheme (WBHS) (2) Gratuity and Pension Scheme (3) General Provident Fund (GPF) with nomination and loan facilities (4) One Home Travel Concession once in every five years to visit any place within State; (5) One Leave Travel Concession once in ten years to visit neighboring countries (6) Group Insurance cum Savings Scheme (GISS) (7) Pay Revision as per the recommendations of UGC, Pay Commission/Pay Review Committee. (7) Annual 3% Increment in salary (8) Special Leave to pursue research at doctoral level (9) Puja Bonus with upper ceiling (10) Advance salary for non-teaching staff members during festivals (11) Festival Advance: On occasion of festivals, any member from the lower-income group among the college staff is eligible to take advance money if he or she desires. There exists an upper ceiling of income (12) Study Leave for higher studies for 12 months at any one time and 24 months during service period. (13) Child Care Leave (CCL) and maternity leave (14) Paternity Child Care Leave (15) Residential Quarter facility (15) Duty on Leave for participation in professional development programmes: (16) Workshops and Health awareness programmes organized (17) Ramps and washrooms for differently abled employees (18) Stress management through different recreational programmes

File Description	Documents
Paste link for additional information	https://finance.wb.gov.in/New_Fin/Pages/Publication.aspx
Upload any additional information	View File

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

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

3

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

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

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

8

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

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

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

29

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

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

The Performance Appraisal System for teaching and non-teaching staff is followed as per the Government Guidelines. In pursuance to G.O. No. 1196-Edn(A)/5P-90/12 dated 31.12.12, Memo No. ED-104/2013 dated 18-02-2013, Memo No. Ed293/2013, 07.05.2013, Memo No. ED-049/2016/OM-38L/2016 dated 03-03-2016 and 198-EH/(CG)/ (A) 5P-90/12 (Pt) dated 07.12.2017 of the Government of West Bengal, the Internal Quality Assurance Cell (IQAC) verifies the applications for promotion under career advancement scheme by the IQAC then forwarded to the Screening/Selection Committee comprising of the Head of the institution, Government Nominee and the Subject Expert/s from the affiliating University. The verified files are then subsequently forwarded to the Department of Higher Education, Government of West Bengal for necessary action. The Performance Appraisal System of non-teaching staff is followed as per the West Bengal Service Rules. During the academic session 2023-2024, the files of 7 No. of faculty members for promotion to the next higher grade/level were verified by the Government/University appointed Screening/Selection Committee and sent to the Government for necessary action.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Institution is a government institution. Financial audit is conducted by Accountants General (AG), Bengal, Government of West Bengal and the frequency of audit is once in three years.

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

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

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

0

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

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

Being a Government institution, the primary source of funds is from the Government of West Bengal. The salary component is fully under the jurisdiction of the Government of West Bengal. Departments, Central Library and different units/cells apply to the Principal for the purchase/maintenance of equipment, books, journals, computers, contingencies, organizing events etc stating proper justification and budget. Considering the proposals, the institution applies to the government for funds. All construction related, electrical and civil works are done by the PWD. Purchase and repairing of items is also done through West Bengal Small

Scale Development Industries Limited. Head of the institution, conducts meetings with the Departmental Heads/cells/units, Coordinator, IQAC, Secretary Teachers' Council and Librarian to finalize the allotment of funds. Subsequently, the "Central Purchase and Tender Committee" ensures inviting tender/quotations, preparing comparative statement and payments strictly following the Government Guidelines. While purchasing an equipment, it is always ensured as far as practicable that the installation charges and maintenance charges (within warranty period) are provided by the company. Funds are also allocated for maintenance of facilities. Funding is also received under DBT STAR COLLEGE SCHEME and for research projects. Purchase of items is implemented strictly following the government guidelines.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

(1) Resolved in IQAC meeting dated 10-10-2023 and 20-02-2024, total 17 add on courses were conducted by different departments (2) Resolved in IQAC meeting dated 10-10-2023, IQAC conducted Departmental Academic Audit and provided suggestions to Departments for further improvement (3) Resolved in IQAC meeting dated 10-10-2023. Online feedback on curricular aspects and student satisfaction survey collected, analyzed and forwarded by the IQAC (4) Resolved in IQAC meeting dated 10-10-2023, use of ICT tools encouraged through subscription of Knimbus digital library facility, software based workshops, add on courses and other events conducted, procurement of computers, printers, FDP on MOOCs conducted (5) Resolved in IQAC meeting dated 10-10-2023, several quality assurance events conducted by IQAC in association with cells, departments and units (6) Resolved in IQAC meeting dated 20-02-2024, several collaborations, linkages and MOUs established with institutions and NGOs (7) Resolved in IQAC meeting dated 20-02-2024, Entrepreneurship Development Cell established, Women Cell established and activities conducted (8) Resolved in IQAC meeting dated 20-02-2024, library digitization process initiated and initial training programme conducted by the IQAC, user awareness on NDLI club conducted (9) Resolved in IQAC

meeting dated 20-02-2024, training programmes on benchmarks for NAAC and quality initiatives conducted

File Description	Documents
Paste link for additional information	https://durgapurgovtcollege.ac.in/igac-composition/
Upload any additional information	View File

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

During this academic session, there were significant teaching learning reforms facilitated by the IQAC. (1) IQAC resolved to take necessary steps to promote availability of e-contents and visual educational resources for students. The subscription for Knimbus Digital Library was implemented. Faculty members uploaded several e-contents in the digital library platform for student access. (3) IQAC organized Webinars, special lectures, quiz competition and other events organized by IQAC in collaboration with departments and cells to facilitate expert interaction with students. (4) IQAC took special emphasis for collaboration activities. Student visits to research laboratories of institutes of national eminence were organized to enhance the subject understanding and practical learning (5) Organization of Student Seminar, Field Tours, Educational Tours was also encouraged by the IQAC and organized to ensure experiential learning and expert interactions (6) Feedback was collected from students by IQAC to strengthen the teaching-learning mechanism

File Description	Documents
Paste link for additional information	https://durgapurgovtcollege.ac.in/igac-meetings-and-action-taken-report/
Upload any additional information	View File

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

B. Any 3 of the above

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

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution puts sincere efforts to promote gender equity and sensitization through several activities. The Internal Complaints Committee carries on interactive sessions, seminars and class campaign building awareness on gender sensitization throughout the year. The Women's Cell was established during this year. Newsletter "Adwitiya" was established by the Women's Cell. Some facilities for women include sanitary napkin vending machine, specially designed toilets for the differently abled female, Girls common room, (24 x 7) security in college campus, Girls Hostel, Anti ragging committee and squad and equal opportunity cell to monitor and ensure women safety and hygiene.

International Women's Day is celebrated every year with poster competition and wall magazine. Female students are always encouraged to participate in all co-curricular/ extra-curricular activities. Female students have joined NCC Units, won prizes in District and State Sports and Games Championship, cleared national level competitive examinations, progressed to reputed institutes, shouldered equal responsibilities to organize college cultural programs. Equal representation of women in both academics and administration is ensured such as DBT STAR COLLEGE SCHEME (Coordinator), NAAC Steering Committee (Jt. Convener), Equal Opportunity Cell (Jt. Convener) IQAC Members (03), Career

Counselling and Placement Cell (Convener), Medical Welfare and Psychological Counselling Cell (Convener) etc.

File Description	Documents
Annual gender sensitization action plan	https://durgapurgovtcollege.ac.in/wp-content/uploads/2024/11/7.1.1.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://durgapurgovtcollege.ac.in/wp-content/uploads/2024/11/7.1.1bdocx.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	D. Any 1 of the above
--	------------------------------

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

(a) Solid waste management: Coloured dustbins used to collect solid waste in segregated form, subsequently collected by the local Municipality from the college campus. The entire campus is "plastic free zone. Portion of Biodegradable waste is used as manure for the plants in the garden. **(b) Liquid waste management:** As a routine practice, chemical wastes are segregated as organic acids, inorganic acids, organic bases, inorganic bases. Neutralization of chemicals is practiced before disposal. **(c) Biomedical waste management:** Animal anatomical waste material collected in yellow bags is disposed of in a deep burial pit within the college campus. **(d) Hazardous waste management:** Hazardous soluble heavy metal salts precipitated as insoluble

salts, and encapsulation is done with Portland cement. (Ref: Environmental Monitoring and Assessment (2006) 116: 513-528). Before chemical treatment, wastes are securely packaged in properly labelled plastic bottles (liquids) and boxes (for solids). Mercury from broken thermometers is detoxified as amalgam. Small pieces of sodium are destroyed by reacting with ethanol. Bromine is neutralized with Slaked lime, Sodium carbonate, Sodium thiosulphate or Ammonia solution. Reduction of inorganic substances to convert them to a less mobile and toxic form. (e) For e-waste management, separate committee is constituted as per government rules.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	D. Any 1 of the above
--	------------------------------

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	B. Any 3 of the above
--	------------------------------

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	B. Any 3 of the above
---	------------------------------

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

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

The institution is committed to maintain the diversity in the student profile to uphold the mandate of inclusive education. A nominal fee structure for all students allows quality education for economically challenged ones. The student profile consists of SC, ST, OBC-A (Minority) and OBC-B students along with 67% girl students. "Equal Opportunity Cell" caters to the needs of all students irrespective of religion, caste, creed and gender and also conducted geographical diversity audit. Picnics and cultural programmes promote inclusiveness. The Cell is constantly engaged in initiatives promoting inclusivity, eliminating discrimination, and ensuring equal access to educational opportunities. One notable event organized was Seminar-Lecture on "Marginality and Translation Studies". "Santali Literature and Culture". The talk mentioned the importance of safeguarding the interests of linguistic minorities. Article 29 and 30 of the Constitution of India ensures that "Any section of the citizens residing in India or any part thereof or having a distinct language or script or culture of its own shall have the right to conserve the same". Walk for Equality to foster equality among all stakeholders was organized on 10-02-2024. Basanta Utsav, the colour festival to mark the spring season is celebrated to promote mutual harmony and happiness.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

The institution sincerely takes initiatives to sensitize students and employees towards the values, duties, rights and responsibilities of citizens. Independence Day and Republic Day is celebrated and NCC unit take part in the Republic Day parade organized by the local administration. Students participated and performed in the Celebration of Birthday of Netaji Subhas Chandra Bose, observation of Black Day and Kargin Vijay Diwas. Every year, all students and employees read out the Voters' Pledge on the occasion of the National Voters' Day. Department of Political Science conducted Add on Course on "The Consumer Protection Act" An Overview- Imperatives to Establish your right" for students during the academic session.

File Description	Documents
Details of activities that inculcate values; necessary to render students into responsible citizens	https://durgapurgovtcollege.ac.in/wp-content/uploads/2024/11/7.1.9.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	C. Any 2 of the above
---	------------------------------

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

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

Every year, the institution celebrates/observes national and international commemorative days, events and festivals in the college campus. These events are organized by different units, committees and departments of the institution. During the academic session 2023-2024, these included World No-Tobacco Day (31-05-2024); World Malaria Day (25-05-2024); Nazrul Jayanti Celebration [Birthday of Kazi Nazrul Islam] [25-05-2024]; International Day of Biological Diversity [22-05-2024]; Rabindra Jayanti [Birthday of Rabindranath Tagore] Celebration (08-05-2024); International Earth Day [22-04-2024]; Basanta Utsab (Colour festival to mark spring season) (13-03-2024); National Science Day Celebration (28-02-2024); International Mother Language Day (21-02-2024); World Pangolin Day (17-02-2024); Black day Observation (14-02-2024); Republic Day (26-01-2024); Birth Anniversary of Netaji Subhas Chandra Bose (23-01-2024); Independence Day (15-08-2023); Kargil Vijay Diwas (26-07-2023); International Yoga Day (22-06-2023); World Environment Day (05-06-2023)

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice 1: DBT STAR COLLEGE SCHEME

Objectives of the Practice: Strengthening of the undergraduate teaching-learning mechanism of the six science departments, namely Botany, Chemistry, Geology, Mathematics, Physics and Zoology

The context: Enhancement of practical learning skills, computational skills, instrument handling, expert interactions

The Practice: Equipment-Student ratio, New Experiments, Workshops, Seminars, Field Trips, Research Laboratory visits, invited lectures etc

Evidence of Success: improvement in university results, admission to undergraduate science programs, outstanding performance in all India Examinations, Student Presentations and prizes

Problems Encountered and Resources Required: Prolonged time taken by the university in conducting examination

Best Practice 2 BEYOND THE CURRICULUM INITIATIVES

Objectives of the Practice: Shape the students as good, cultured and responsible human beings

The context: Creating individuals to work for the society and develop the sense of respect for its people, the nation, culture and the environment

The Practice: Organizing several NSS, NCC, sports, physical fitness, cultural events, motivational sessions, mental and psychological well being events, entrepreneurship events to motivate students

Problems Encountered and Resources Required: Time constraints to participate in beyond the curriculum activities; Lack of funds to organize events; shortage of faculty members and staff

File Description	Documents
Best practices in the Institutional website	https://durgapurgovtcollege.ac.in/about-the-dbt-scheme/
Any other relevant information	https://durgapurgovtcollege.ac.in/best-practices/

7.3 - Institutional Distinctiveness

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

Durgapur Government College visions to achieve a better and a sustainable future for all stakeholders and the local community in line with the sustainable development goals of the United Nations. The institution aims to integrate the 17 SDGs at its own level with the institutional activities.

SDG6: Clean Water and Sanitation: Major Research Project and Student Projects

SDG13: Climate Action; SDG14: Life Below Water; SDG15: Life on Land: Major Research Projects, Workshops, Competitions, Webinars, Documentaries, Hands on training, Interactive sessions

SDG10: Reduced Inequalities: Major Research Project

SDG1: No Poverty ; SDG2: Zero Hunger (Helping local farmers); SDG11: Sustainable Cities and Communities: Major Research Project, PhD programmes, Workshops

SDG8: Decent Work and Economic Growth; SDG9: Industry, Innovation and Infrastructure: Add on Courses, Events on IPR, Entrepreneurship and Moral Responsibilities of Young Professionals'

SDG4: Quality Education: outreach activities for local schools

SDG3: Good Health and Well Being: Add on Course, Workshops, Awareness Campaigns

SDG5: Gender Equality: Gender Equity Events, Gender Audit, Gender sensitization events

SDG16: Peace, Justice and Strong Institutions: Poster Competitions, National Integration Day, Events to promote peace and harmony

SDG12: Responsible Consumption and Production: Add on Course on Consumer Protection Act

SDG7: Affordable and Clean Energy: Add on Course, Workshop, Green Audit

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- Enhancement of collaborations and MOU with academic institutes
- Organization of Job Fair
- Providing Hostel facilities for students
- Fully functional automated library
- Organization of events by the Institution's Innovation Council
- Organization of workshops, hands on trainings and different events focused on the skill enhancement of students
- Enhancement in the career counselling activities of the institution
- Organization of Faculty Development Programmes
- Organizing invited lectures by eminent scientists to enhance the expert interaction
- Exploring the interdisciplinary dimensions in different student projects
- Organization of Add on Courses to bridge the curricular gap
- Organization of more events to sensitize students on the constitutional duties, rights and obligations
- Organization of events to sensitize students, faculty members and staff on the professional ethics, moral values and environmental issues