



## YEARLY STATUS REPORT - 2022-2023

### 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. **+919832175737**
- Mobile no **+917908972034**
- Registered e-mail **dpggovtcollege@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 Subrata Ghosh
- Phone No. +918777872378
- Alternate phone No. 8436641352
- Mobile
- IQAC e-mail address dgciqac2020@gmail.com
- Alternate Email address

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

<https://durgapurgovtcollege.ac.in/wp-content/uploads/2023/01/AQAR2021-22.pdf>

**4. Whether Academic Calendar prepared during the year?**

Yes

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

[https://www.durgapurgovtcollege.ac.in/AOAR\\_DOCS/22-23/Academic-Calendar.pdf](https://www.durgapurgovtcollege.ac.in/AOAR_DOCS/22-23/Academic-Calendar.pdf)

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	Nil	2007	31/03/2007	29/03/2012
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 Biotechno logy, Government of India	2022, 3 years	Rs. 1,20,38,469/ -
Dr. Saradee Sengupta and Dr. Prabir Dasgupta, Department of Geology	DST Major Research Project	Department of Science and technology, Government of India	2022, 3 years	Rs. 11,82,500/-
Dr. Proloy Ganguly, Department of Geology	DST Major Research Project	Department of Science and technology, Government of India	2021, 2 years	Rs. 31,40,040/-
Durgapur Government College	Purchase of Books	Government of West Bengal	2022-2023	Rs. 4,98,528/-
Durgapur Government College	Purchase of Equipment	Government of West Bengal	2022-2023	Rs. 4,98,830/-
Durgapur Government College	Purchase of Contingency items; Academic and Physics Facilities and other expenditure	Government of West Bengal	2022-2023	Rs. 1886048/-
Durgapur Government College	RUSA Scheme	Government of India	2022-2023	Rs. 77,590/-

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

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

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

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

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

- If yes, mention the amount

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

Organization of National level Awareness Programme on the "Revised Accreditation Framework of NAAC for Universities and Colleges" in academic collaboration with NAAC

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

Scrutiny and forwarding of the files of 10 No. of faculty members for promotion under the career advancement scheme to the Government of West Bengal

Preserving Mentor-Mentee Data and separate class hours to be allocated in the routine to strengthen Mentor-Mentee interaction and organization of events in collaboration with the departments, cells and units of the institution

Introduction of 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 relative to the previous academic session for research, internship, training of students, faculty exchange etc, use of blended mode and student centric strategies for

teaching, learning and evaluation activities, providing suggestions to the Head of the institution to apply for the ICT facilities, procurement of advanced equipment for laboratories and books for the central library, arrangement of alternating sources of energy etc.

## 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>Sending Proposal to NAAC for organization of National Level Seminar as a Quality Assurance Initiative of IQAC</p>	<p>Received approval of NAAC for academic collaboration. The workshop was organized successfully on February 01, 2023 and total 84 participants actively participated in the national level awareness program.</p>
<p>Taking necessary steps to promote availability of open educational resources for students</p>	<p>E-content portal launched by the institution during the academic session 2021-22, and department wise E-contents are available for students in the portal through separate link given in the college website. The E-contents were updated by faculty members during the academic session 2022-23, which is a continuous process.</p>
<p>Processing of the files of faculty members for promotion under the career advancement scheme (CAS)</p>	<p>IQAC completed scrutiny of the promotion files of 10 no. of faculty members during the academic session 2022-23 and forwarded to the Education Directorate, Government of West Bengal</p>
<p>Collection and analysis of the feedback from students, faculty members and alumni</p>	<p>Feedback on curriculum collected from students, faculty members and alumni through management information system portal, analyzed graphically by the IQAC, uploaded in website and sent to the affiliating university. Student Satisfaction Survey conducted by IQAC,</p>

	analyzed, report uploaded in the website and discussed for improvement and action taken with Principal and different departments
Preserving Mentor-Mentee Data and separate class hours to be allocated in the routine	Consolidated report of Mentor-Mentee interactions was prepared by the IQAC and special class for mentoring/special activity allocated in the routine by the respective departments
Organization of events by the IQAC in collaboration with different departments/cells and units of the institution	(1) Two Days National online webinar on "Botany Through Modern Perspectives: Algae to Angiosperms" organized by Department of Botany in collaboration with IQAC on 24-06-2022 and 25-06-2022 (2) 2. One Day State Level Seminar on "Conservation of Life in Land and Water" organized by Department of Conservation Biology in collaboration with IQAC on 05-01-2023 (3) 3. One Day National level Webinar cum Photography Competition on "Bring them back before there is none" to commemorate the International Day of Biological Diversity organized by Department of Conservation Biology in collaboration with IQAC on 22-05-2023
Collection of academic audit from different departments, analyzing and providing suggestions to the departments and the Head of the institution based on the same	Academic audit conducted by IQAC in the form of Departmental questionnaire and provided to all departments, which was submitted by the departments. On the basis of the questionnaire received, IQAC provided suggestions to the Head of the Institution and the departments. The administrative approval for purchase of equipment, library

	automation, computers and peripherals has been received from the State Government.
Special emphasis on the collaborative activities in the field of research	Total 17 collaborations for research, faculty exchange, student exchange, visits to research laboratories, industrial visits were established during the year

**13. Whether the AQAR was placed before statutory body?** No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

**14. Whether institutional data submitted to AISHE**

**Part A****Data of the Institution**

<b>1.Name of the Institution</b>	<b>DURGAPUR GOVERNMENT COLLEGE</b>
• Name of the Head of the institution	<b>Dr. Debnath Palit</b>
• Designation	<b>Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>+919832175737</b>
• Mobile no	<b>+917908972034</b>
• Registered e-mail	<b>dpggovtcollege@gmail.com</b>
• Alternate e-mail	<b>dgcprincipal2021@gmail.com</b>
• Address	<b>Jawahar Lal Nehru Avenue, Durgapur, District : Paschim Bardhaman, Durgapur</b>
• City/Town	<b>Durgapur</b>
• State/UT	<b>West Bengal</b>
• Pin Code	<b>713214</b>
<b>2.Institutional status</b>	
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• Type of Institution	<b>Co-education</b>
• Location	<b>Semi-Urban</b>
• Financial Status	<b>UGC 2f and 12(B)</b>
• Name of the Affiliating University	<b>Kazi Nazrul University</b>
• Name of the IQAC Coordinator	<b>Subrata Ghosh</b>



• Phone No.	<b>+918777872378</b>				
• Alternate phone No.	<b>8436641352</b>				
• Mobile					
• IQAC e-mail address	<b>dgciqac2020@gmail.com</b>				
• Alternate Email address					
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://durgapurgovtcollege.ac.in/wp-content/uploads/2023/01/AOAR2021-22.pdf">https://durgapurgovtcollege.ac.in/wp-content/uploads/2023/01/AOAR2021-22.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
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<b>13. Whether the AQAR was placed before statutory body?</b>	No
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Nil	Nil
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2021-2022	17/01/2023
<b>15. Multidisciplinary / interdisciplinary</b>	
<p>The institution is presently an affiliated college with no liberty to design its own course curriculum. Presently, the humanities and science with STEM are not prescribed as combination subjects by the affiliating university. However, the institution has a well stated vision to transform itself into a holistic multidisciplinary institution, as stated below, provided the necessary infrastructure, liberty and human resource are made available by the Government and the university. (1) Presently, for science specialization, students can take only science combinations as generic elective subjects. The choice of elective subjects need to be extended to ensure a multidisciplinary dimension. For example, Humanities courses especially English (or any other language), Philosophy, Economics and History are also required to be integrated with science courses, since while</p>	

writing projects, dissertations and literature survey, students require writing skills, language skills, philosophical attitude, statistical approach and background approach of the work. (2) Similarly, students opting humanities specialization need to have mathematical skills and statistical view to explain things with scientific attitude, which is only possible if they can opt for science elective subjects (3) Gaining knowledge is complete when students acquire practical experiences. So, for undergraduate education, the first year should be devoted to learning the fundamental approaches, followed by the option of exit if the student is willing to work by application of these concepts. In the second year, students will be provided the advanced learning experiences to impart pre-research methodology and problem solving skills, and in final year, students will be guided by designing open-ended experiments, particularly focussing on location specific approaches involving community engagement and service with interdisciplinary dimension. Under the DBT STAR COLLEGE SCHEME, several workshops, student projects, hands on training were conducted by six science departments following the interdisciplinary dimension(4) For example, Environmental degradation is the major concern of Durgapur industrial area. So, students should be trained to design new techniques to combat the environmental degradation, which will only be possible by adopting interdisciplinary approach. The knowledge of chemistry can be used to detect the ground water pollution, soil testing and determination of the status of air pollutants, knowledge of Geology can be used to apply remote sensing for determination of the effect of industrialization on the vegetation, local flora, fauna and soil, mathematics and economics knowledge can be for statistical implication, biological sciences for determination of the species distribution map and the adverse effects on the biodiversity, with sound language skills and knowledge of humanities subjects for report writing, literature survey and historical evolution of the industrial city to determine the underlying factors. (5) Another issue is the availability of pure drinking water and other basic amenities and the overall status of the socio-economic condition of the locality requiring studies of economics, political science, history, philosophy and all the science subjects.

**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. Students of different reputed Indian institutes have completed internship under the supervision of the faculty member of Durgapur Government College. 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 NAAC sponsored workshop in 2022 on the use of ICT enabled tools for teaching, learning and evaluation, 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 E-content portal of the institution is also launched 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. These study materials are for the benefit of not only the students of Durgapur Government College, but can also be viewed and studied by 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 2022-23, under the DBT Star College Scheme, several events were organized focussing on the skill development of students such workshop involving student projects on "Bioactivity of organic compounds by computational studies", "Application of Remote Sensing and GIS in Land Use Land Cover Mapping", "Learning Chemistry through software applications", "C-programming and Applications", "MS Excel and its Applications", two day workshop on "mushroom cultivation and entrepreneurship", workshop on "biological and chemical waste handling and vermicomposting", "electrical house wiring and electrical safety", "Fundamentals and applications of Computational Chemistry", "Soil Testing and Fundamentals of Fertilizer Recommendation", "Basics in Excel and its applications", "Working Principle of Resistivity Meter", "Aspects of Micropalaentology", "Green Chemistry Approaches", "Fluorescence Spectroscopy", "Telescope Making and Stargazing", "Language Skills" 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 student project on "Water Analysis", "Geological Field Work", "Safe Disposal and Management of Chemical Waste", New experiments on "Acetolysis of Spore and Pollen", "Estimation of Glucose in commercial pack", "Vitamin C in fruits and Vegetables", "Thin Layer Chromatography", "Visible Spectrophotometer and UV-Visible Spectrophotometer", "Ore Geology", "Rock Thin Section Separation" "Saponification value of an oil", "Preparation of nickel oxide nanoparticles" etc.

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

The institution is presently an affiliated college, and the medium of language of the courses is controlled by the affiliating university. However, the institution has the liberty to choose the disciplines to be offered for honours, generic elective and program courses at the undergraduate level. Presently, Honours and Program courses in two Indian languages, Bengali and Sanskrit, are offered by the institution. Students of each honours course opt for the generic elective courses, which can be studied in Bengali or English language for both humanities and science streams. The discipline specific elective courses can also be studied in Bengali language by Program students. University Question papers are also set in both Bengali and English language for the generic elective and discipline specific

elective courses. Being a government institution, the service condition of the recruited faculty members through public service commission requires that faculty members should have the ability to read, write and speak in the local Indian language, Bengali and it is verified in the interview process. Faculty members deliver their explanations in the classroom in both English and Bengali language, and also sometimes in Hindi for students belonging to the respective background to make a student-centric mechanism of the teaching-learning process. Faculty members have also prepared E-contents in Bengali language and uploaded for open access by the students. 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 Bengali organized seminar-lecture and interactive session on Translation, and also one day workshop on "Rachana Shiksha Vishoyok Karmashala". Every year, International Mother language Day is celebrated by Department of Bengali and the Cultural Sub-Committee. Notices of the cultural committee are published in both Bengali and English languages. Department of Bengali regularly publishes Wall magazine. The Indian festival of colours to celebrate the Indian festival "Basanta Utsav" is organized every year in the college campus to sensitize the stakeholders on the concept of tolerance and harmony. Students are encouraged to participate in competitions on Indian languages, Indian Arts, Indian Culture and Tradition.

#### **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 recently 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, which is planned to be implemented from the next academic session. 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.

## Extended Profile

### 1. Programme

1.1 Number of courses offered by the institution across all programs during the year	610
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File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1 Number of students during the year	1823
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File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	538
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Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description		Documents
Data Template	<a href="#">View File</a>	
2.3 Number of outgoing/ final year students during the year		525
File Description		Documents
Data Template	<a href="#">View File</a>	
<b>3.Academic</b>		
3.1 Number of full time teachers during the year		88
File Description		Documents
Data Template	<a href="#">View File</a>	
3.2 Number of sanctioned posts during the year		103
File Description		Documents
Data Template	<a href="#">View File</a>	
<b>4.Institution</b>		
4.1 Total number of Classrooms and Seminar halls		42
4.2 Total expenditure excluding salary during the year (INR in lakhs)		68.8023
4.3 Total number of computers on campus for academic purposes		91

**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	<a href="#">View File</a>
Link for Additional information	<a href="https://www.durgapurgovtcollege.ac.in/AQAR_DOCS/22-23/1.1.1.pdf">https://www.durgapurgovtcollege.ac.in/AQAR_DOCS/22-23/1.1.1.pdf</a>

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	<a href="#">View File</a>
Link for Additional information	<a href="https://www.durgapurgovtcollege.ac.in/AQAR_DOCS/22-23/1.1.2.pdf">https://www.durgapurgovtcollege.ac.in/AQAR_DOCS/22-23/1.1.2.pdf</a>

**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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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)**

6

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

66

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**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 ability enhancement compulsory course in semester I. 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.	<a href="#">View File</a>

### 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	<a href="#">View File</a>
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	<a href="#">View File</a>

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

138

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 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	<a href="https://durgapurgovtcollege.ac.in/students/">https://durgapurgovtcollege.ac.in/students/</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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	<a href="#">View File</a>
URL for feedback report	<a href="https://durgapurgovtcollege.ac.in/students/">https://durgapurgovtcollege.ac.in/students/</a>

## 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

949

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

#### 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

360

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 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	<a href="https://www.durgapurgovtcollege.ac.in/AQAR_DOCS/22-23/2.2.1.pdf">https://www.durgapurgovtcollege.ac.in/AQAR_DOCS/22-23/2.2.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1823	88

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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	<a href="#">View File</a>
Link for additional information	Nil

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

The institution launched an open access E-learning platform for students proposed by the IQAC in which faculty members upload their e-contents, 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. 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, Tealink, 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	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 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

88

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

88

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

55

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 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

740

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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	<a href="#">View File</a>
Link for additional information	Nil

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. The program outcomes and course outcomes of each discipline are uploaded and displayed on the college website in the webpage <https://www.durgapurgovtcollege.ac.in/outcome/>. The POs and COs of courses offered by each department can be downloaded from 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, the Internal Quality Assurance Cell (IQAC) collects feedback from the 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 the departments. The Internal Quality Assurance Cell (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	<a href="#">View File</a>
Paste link for Additional information	<a href="https://durgapurgovtcollege.ac.in/outcome/">https://durgapurgovtcollege.ac.in/outcome/</a>
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.

The program outcomes are mapped with the course outcomes as mentioned in the university 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	<a href="#">View File</a>
Paste link for Additional information	Nil

### 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

525

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
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/wp-content/uploads/2023/12/Students-Satisfaction-Survey-1.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

6.43

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**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**

09

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

### 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)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://dst.gov.in/">https://dst.gov.in/</a>

## 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, departments published their newsletters in the college website (February 2023 issue), in which students wrote articles, posters, experiences and the departmental events were included. 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 by departments 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. One faculty member has top cited and top downloaded research paper of Wiley for this year. The institution has 39 international research papers, 20 collaborations, 19 book

chapters, 30 Ph.D. research scholars and 4 sponsored research projects to its credit for this academic session. The "UGC & DST Project/Seminar Monitoring Unit" reviews project and seminar proposals following ethical guidelines and plagiarism policy. The institution published first online issue of the journal "Communique" (ISSN-0973-8584) covering multidisciplinary research articles and reviews in April 2023.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

### 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

4

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

30

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

39

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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

19

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

A seven day special camp was organized by the NSS units. Awareness activities and surveys were conducted in the adopted villages. Special sanitation and hygiene program was conducted in Jharna

Pally to sensitize local women about sanitary pads. A pidilite workshop on handicraft making was organized and alumni Puspita Chakraborty promoted the concept of entrepreneurship through jewellery making. These activities sensitized students on social issues and motivated them to think of ways to help the neighbourhood community. AIDS awareness programme, tree plantation, awareness on Government schemes and facilities, cleanliness under Swachcha Bharat Abhiyan, education awareness were also conducted. NSS Volunteers' drive was organized to involve more students on social issues. NCC unit organized awareness rally on International Day against Drug Abuse and Illicit Trafficking, performed traffic control duty during festivals, participated in observance of important days, Har Ghar Tiranga Campaign and camps. Collaboration with Wildlife Information and Nature Guide Society sensitized students on environmental issues.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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

5

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 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**

18

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

**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**

828

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**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**

17



File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

### 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

1

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

## 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 is also available for students linked to the website and Learning Management System (MOODLE) is used by teachers for effective online teaching and learning process.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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	<a href="#">View File</a>
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	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

### 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)

48.84084

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

The Integrated Library Management Software used is KOHA(OSS), the version is 16.11.09. It is partial digitization. Year of automation is 2017. The institution has received approval for library automation and the process is likely to be completed in the next academic session.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

**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	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)**

5.04428

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

**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**

225

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 has two separate broadband 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 and throughout accessible in 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 open access E-content portal. 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 research software for teaching and clarification of concepts by 3D animations.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

102

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

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

File Description	Documents
Upload any additional Information	<b>No File Uploaded</b>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

## 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)

**19.96146**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<b>No File Uploaded</b>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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 concerned units/cells apply to the Principal for purchase and maintenance of facilities such as equipment, computers, books, journals, contingencies, organizing seminars etc stating proper justification and budget, which are approved by the Principal and forwarded to the Central Purchase Committee to ensure the purchases in accordance to Government Guidelines. The library subcommittee headed by the Librarian proposes the purchase and maintenance of the library resources which are subsequently approved by the Principal in consultation with the Departmental Heads and the concerned units/cells. 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. Maintenance of basic physical facilities is done from the respective grants received from the State Government. Regular cleaning and maintenance is done by the non-teaching staff. Maintenance of IT infrastructure is done by the local vendors as per requirement. The routine committee prepares master routine to ensure proper utilization of shared classrooms. Library hours are notified in slots to ensure proper usage of library. Games, sports and Gymnasium sub-committee notifies time slots of usage of the gymnasium to ensure proper utilization.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

945

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

#### 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	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

1823

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

1823

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>



**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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## **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**

**7**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### **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**

**159**

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

**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**

25

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

**5.3 - Student Participation and Activities**

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

20

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
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)	<a href="#">View File</a>

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' Union is the students' body which contributes significantly in the functioning of the institution. General Secretary of the Students' Union is the member of the Governing body of the College. Students are represented as members in Anti Ragging Committee, Anti Ragging Squad, Student Collegiate Grievance Redressal Committee and Internal Complaints Committee. Student Union communicates 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. A student organization, Association for the Culture of Earth Sciences (ACES) was founded on 8th February, 1989 by the students of Department of Geology to encourage the juvenile minds to explore different aspects of Earth Sciences beyond the formal framework of academic curriculum. Geolozine, the biennial journal of the Association provides the budding geologists of this department with a platform for expressing their ideas.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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

27

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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)	<a href="#">View File</a>

### 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

Alumni meets are organized by departments every year where the existing students get the opportunity to interact with the alumni who share their suggestions and experiences which helps students in career selection and improvement of performance in the examinations. Feedback on curriculum is also received from the alumni, analyzed by the IQAC and forwarded to the affiliating university for necessary action. A student organization, Association for the Culture of Earth Sciences (ACES) was founded on 8th February, 1989 which comprises of all the students of Geology department. Geozine, the biennial journal of the Association is published to provide the budding geologists of this department with a platform for expressing their ideas. Alumni Representation is also in the Internal Quality Assurance Cell (IQAC) of the institution. The institution also felicitates the achievements of the alumni. On July 16, 2022, the international achievement of Dr. Sayantan Chakraborty, Alumni of Department of Geology was felicitated and a webinar was also organized to motivate the students.

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

#### 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	<a href="#">View File</a>

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	Nil
Upload any additional information	<a href="#">View File</a>

## 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, IQAC conducted NAAC sponsored workshop on the use of ICT enabled tools for teaching, learning and evaluation, E-content portal launched. For STG 3, field/laboratory visits/educational tours conducted. For STG 4, total 41 events conducted by IQAC, different departments, committees/ cells. For STG 5, PhD programme in Chemistry, Conservation Biology and Geology approved by university; 22 research scholars registered; research projects applied and sanctioned. For STG 6, 18 collaborations were set up. For STG 7, robust mentoring system set up. For STG 8, events organized on career counseling, research methodology, writing skills, communication skills and competitive examinations. For STG 9, admission, scholarship, employee details, infrastructure, financial activities, service related matters & college statistics maintained online. For STG 10, guidance and support provided for NSS, NCC, sports and cultural activities. 13 awards/medals were received for sports and cultural activities. One NCC student participated in Rajpath Drill and PM Rally 2022

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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	Nil
Link to Organogram of the institution webpage	<a href="https://durgapurgovtcollege.ac.in/administrative-structure/">https://durgapurgovtcollege.ac.in/administrative-structure/</a>
Upload any additional information	<a href="#">View File</a>

### 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 inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 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	<a href="https://finance.wb.gov.in/New_Fin/Pages/Publication.aspx">https://finance.wb.gov.in/New_Fin/Pages/Publication.aspx</a>
Upload any additional information	<a href="#">View File</a>

### 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

4

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 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

6

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	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**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**

11

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	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

**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) of the institution invites applications from the faculty members in the prescribed proforma, which are verified and checked by the IQAC and the Head of the Institution and then forwarded to the Screening/Selection Committee comprising of the Government Nominee and the Subject Experts from the affiliating University. The verified files are then subsequently sent 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 2022-2023, the files of 10 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	<a href="#">View File</a>

## 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 for research projects. Purchase of items under the research project grant is implemented strictly following the government guidelines.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

(1) Resolved in IQAC Meeting dated 14-09-2022 and 14-12-2022: Received approval of NAAC for academic collaboration and workshop organized successfully on February 01, 2023 with 84 participants. (2) Resolved in IQAC Meeting dated 14-09-2022; E-contents updated by faculty members (3) Resolved in IQAC Meeting dated 14-09-2022, 30-11-2022 and 12-04-2023: IQAC completed scrutiny of promotion files of 10 no. of faculty members during the academic session 2022-23 and forwarded to the Education Directorate, Government of West Bengal (4) Resolved in IQAC Meeting dated 20-09-2021 and 12-04-2023 as a continuous process of IQAC. Feedback on curriculum collected from students, faculty members and alumni through management information system portal, analyzed graphically by the IQAC, uploaded in website and sent to the affiliating university. (5) Resolved in IQAC Meeting dated 20-09-2021 as a continuous process: Consolidated report of Mentor-Mentee interactions was prepared by the IQAC and special class for mentoring/special activity allocated in the routine by the respective departments (6) Resolved in IQAC Meeting dated 02-11-2021 as continuous process: Events organized in collaboration with departments (7) Resolved in IQAC Meeting dated 08-11-2021 as a continuous process. 17 collaborations for research, faculty exchange, student exchange, visits to research laboratories, industrial visits established during the year

File Description	Documents
Paste link for additional information	<a href="https://durgapurgovtcollege.ac.in/iqac-activities/">https://durgapurgovtcollege.ac.in/iqac-activities/</a>
Upload any additional information	<a href="#">View File</a>

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) E-content portal launched by the institution during the academic session 2021-22, and department wise E-contents are available for students in the portal through separate link given in the college website. The portal is updated regularly for easy access of e-resources for

students (2) IQAC organized events with departments on course curriculum (3) Student visits to research laboratories organized during the academic session as collaborative activities (4) Student Seminar, Field Tours, and Educational Tours conducted to ensure attainment of the learning outcomes along with workshops, seminars, invited lectures (5) Academic audit conducted by IQAC in the form of Departmental questionnaire and provided to all departments, which was submitted by the departments and based on the audit, suggestions were given to departments by the IQAC. The questionnaire was prepared for each semester by the departments

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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)**

C. Any 2 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)	<a href="#">View File</a>

## 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 in several activities. The Internal Complaints Committee carries on interactive sessions, seminars and class campaign building awareness on gender sensitization throughout the year. Some facilities for women include sanitary napkin vending

machine, specially designed toilets for the differently abled female, Girls common room, (24 × 7) security in college campus, Girls Hostel (construction complete), Anti ragging committee, Anti ragging squad and equal opportunity cell to monitor and ensure women safety, Health and Hygiene Sub-Committee to address female health issues. International Women's Day is celebrated every year with poster competition and wall magazine was published this year. Female students are always encouraged to participate in all co-curricular and extra-curricular activities. Female students have joined NCC Units, won prizes in District sports and games championship, West Bengal State Sports and Games Championship, intercollegiate athletic 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 NAAC Steering Committee (Jt. Convener), Equal Opportunity Cell (Jt. Convener) IQAC Members (03), Career Counselling and Placement Cell (Convener), Institutional Proposal Preparation and Submission Committee (Jt. Convener), Medical Welfare and Psychological Counselling Cell (Convener) etc.

File Description	Documents
Annual gender sensitization action plan	<a href="https://www.durgapurgovtcollege.ac.in/AQAR_DOCS/22-23/7.1.1(A).pdf">https://www.durgapurgovtcollege.ac.in/AQAR_DOCS/22-23/7.1.1(A).pdf</a>
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	<a href="https://www.durgapurgovtcollege.ac.in/AQAR_DOCS/22-23/7.1.1(B).pdf">https://www.durgapurgovtcollege.ac.in/AQAR_DOCS/22-23/7.1.1(B).pdf</a>

**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	<a href="#">View File</a>
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	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction** D. Any 1 of the above



**of tanks and bunds Waste water recycling  
Maintenance of water bodies and distribution  
system in the campus**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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:**

A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
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**

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
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	<a href="#">View File</a>
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. The institution has constituted an "Equal Opportunity Cell" comprising of teachers and non-teaching staff to cater to the needs of all students irrespective of religion, caste, creed and gender. Picnics and cultural programmes promote inclusiveness. Basanta Utsav, the colour festival to mark the spring season is celebrated in the college campus by all students and teachers 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)	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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 in Har Ghar Tiranga Campaign, Students performed Traffic Control Duty with West Bengal Police during Durga Puja. Every year, all students and employees read out the Voters' Pledge on the occasion of the National Voters' Day

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://www.durgapurgovtcollege.ac.in/AOAR_DOCS/22-23/7.1.9.pdf">https://www.durgapurgovtcollege.ac.in/AOAR_DOCS/22-23/7.1.9.pdf</a>
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** D. Any 1 of the above

students, teachers, administrators  
and other staff 4. Annual awareness  
programmes on Code of Conduct are  
organized

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	<a href="#">View File</a>

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

Every year, the institution celebrates/organizes 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 2022-23, these included Celebration of International Mother language Day (21-02-2022); Celebration of International Day of Biological Diversity (22-05-2023); Celebration of International Yoga Day (21-06-2022); International Women's Day Celebration (08-03-2022); Celebration of Independence Day (15-08-2022); NCC Rising Day Celebration (28-11-2022); Celebration of Birth Anniversary of Netaji Subhas Chandra Bose (23-01-2023); Celebration of Republic Day (26-01-2023); Black day Observation (14-02-2023); Celebration of World Earth Day (22-04-2023); World Soil Day (05-12-2022); World Pangolin Day (18-02-2023); National Integration Day (19-11-2022); National Science Day (28-02-2023, Event organized on 25-02-2023); World Mental Health Day (10-10-2022) [Event organized on 13-10-2022]; Basanta Utsab (Holi Festival) (Event organized on 03-03-2023)

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
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: STUDENT CENTRIC TEACHING-LEARNING STRATEGIES

**Objectives of the Practice:** Implementation of the teaching-learning strategies from the students' point of view and keeping pace with the modern day higher education is intended from this practice.

**The context:** Cultivating the life-long learning habits of critical thinking and problem solving in the student-centric teaching-learning process

**The Practice:** Assessing learning levels of students; Use of Learning Management System computer-aided methods; Participative learning; effective mentoring mechanism; organizing events, Feedback

**Evidence of Success:** All India Ranks in competitive exams, progression to reputed institutes; prize in competitions; improvement in university results

**Problems Encountered and Resources Required:** Prolonged time taken by the university in conducting examination; distant location of Durgapur from Kolkata; Lack of appropriate funding for infrastructure

**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 extension related, co-curricular and extracurricular events  
**Problems Encountered and Resources Required:** Time

constraints to participate in beyond the curriculum activities;  
Lack of funds; shortage of faculty members and staff

File Description	Documents
Best practices in the Institutional website	<a href="https://durgapurgovtcollege.ac.in/best-practices/">https://durgapurgovtcollege.ac.in/best-practices/</a>
Any other relevant information	Nil

### 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

Being the sole Government college in the district, the institution has a nominal fee structure with provision of Government Scholarships. This allows students from socially/economically challenged backgrounds to get quality education and makes the college distinct compared to other private colleges, having inflated fee structures. Reservation for SC, ST, OBC-A (Minority) and OBC-B students is followed. Teachers are appointed by the PSC, Government of West Bengal, through written tests and interviews and we get the best quality teachers (university toppers, rank holders and eminent researchers),. We have empowered women students in higher education with overall 67% female student statistics. Department of Conservation Biology, the one of its kind in the state and in Eastern India offers PG and Ph.D. Courses. Department of Geology, one of the oldest premier learning centre offers UG, PG and Ph.D. courses. Research collaboration with state, national and international institutes is an important area of distinctiveness of the institution. Apart from academic excellence, the college also pays sincere attention to overall development of students. Students have shown outstanding performance in sports tournaments and NCC Championships. The institution is distinct in its social responsibility through NSS units

## 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	<a href="#">View File</a>
Link for Additional information	<a href="https://www.durgapurgovtcollege.ac.in/AQA_R_DOCS/22-23/1.1.1.pdf">https://www.durgapurgovtcollege.ac.in/AQA_R_DOCS/22-23/1.1.1.pdf</a>

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	<a href="#">View File</a>
Link for Additional information	<a href="https://www.durgapurgovtcollege.ac.in/AQA_R_DOCS/22-23/1.1.2.pdf">https://www.durgapurgovtcollege.ac.in/AQA_R_DOCS/22-23/1.1.2.pdf</a>

**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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

6

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

66

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 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 ability enhancement compulsory course in semester I. 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.	<a href="#">View File</a>

### 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	<a href="#">View File</a>
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	<a href="#">View File</a>

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

138

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the

A. All of the above

<b>institution from the following stakeholders</b> <b>Students Teachers Employers Alumni</b>	
File Description	Documents
URL for stakeholder feedback report	<a href="https://durgapurgovtcollege.ac.in/students/">https://durgapurgovtcollege.ac.in/students/</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://durgapurgovtcollege.ac.in/students/">https://durgapurgovtcollege.ac.in/students/</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of students admitted during the year</b>	
<b>949</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>
<b>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)</b>	
<b>2.1.2.1 - Number of actual students admitted from the reserved categories during the year</b>	

360

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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	<a href="https://www.durgapurgovtcollege.ac.in/AQA_R_DOCS/22-23/2.2.1.pdf">https://www.durgapurgovtcollege.ac.in/AQA_R_DOCS/22-23/2.2.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1823	88

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Link for additional information	Nil

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

The institution launched an open access E-learning platform for students proposed by the IQAC in which faculty members upload their e-contents, 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. 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, Tealink, 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	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

**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**

88

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

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

88

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**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**

55

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

**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**

740

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
Link for additional information	Nil

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. The program outcomes and course outcomes of each discipline are uploaded and displayed on the college

website in the webpage <https://www.durgapurgovtcollege.ac.in/outcome/>. The POs and COs of courses offered by each department can be downloaded from 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, the Internal Quality Assurance Cell (IQAC) collects feedback from the 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 the departments. The Internal Quality Assurance Cell (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	<a href="#">View File</a>
Paste link for Additional information	<a href="https://durgapurgovtcollege.ac.in/outcome/">https://durgapurgovtcollege.ac.in/outcome/</a>
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.

The program outcomes are mapped with the course outcomes as mentioned in the university 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	<a href="#">View File</a>
Paste link for Additional information	Nil

### 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

525

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
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/wp-content/uploads/2023/12/Students-Satisfaction-Survey-1.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

6.43

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**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**

09

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://dst.gov.in/">https://dst.gov.in/</a>

### 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, departments published their newsletters in the college website (February 2023 issue), in which students wrote articles, posters, experiences and the departmental events were included. 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 by departments 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. One faculty member has top cited and top downloaded research paper of Wiley for this year. The institution has 39 international research papers, 20 collaborations, 19 book chapters, 30 Ph.D. research scholars and 4 sponsored research projects to its credit for this academic session. The "UGC & DST Project/Seminar Monitoring Unit" reviews project and seminar proposals following ethical guidelines and plagiarism policy. The institution published first online issue of the journal "Communique" (ISSN-0973-8584) covering multidisciplinary research articles and reviews in April 2023.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

### 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

4

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

30

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 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

39

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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

19

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

A seven day special camp was organized by the NSS units. Awareness activities and surveys were conducted in the adopted villages. Special sanitation and hygiene program was conducted in Jharna Pally to sensitize local women about sanitary pads. A pidilite workshop on handicraft making was organized and alumni Puspita Chakraborty promoted the concept of entrepreneurship through jewellery making. These activities sensitized students on social issues and motivated them to think of ways to help the neighbourhood community. AIDS awareness programme, tree plantation, awareness on Government schemes and facilities, cleanliness under Swachha Bharat Abhiyan, education awareness were also conducted. NSS Volunteers' drive was organized to involve more students on social issues. NCC unit organized awareness rally on International Day against Drug Abuse and Illicit Trafficking, performed traffic control duty during festivals, participated in observance of important days, Har Ghar Tiranga Campaign and camps. Collaboration with Wildlife Information and Nature Guide Society sensitized students on environmental issues.



File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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

5

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 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

18

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

### 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**

828

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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**

17

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

**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**

1

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

## 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 is also available for students linked to the website and Learning Management System (MOODLE) is used by teachers for effective online teaching and learning process.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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	<a href="#">View File</a>
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	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

48.84084

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

The Integrated Library Management Software used is KOHA(OSS), the version is 16.11.09. It is partial digitization. Year of automation is 2017. The institution has received approval for library automation and the process is likely to be completed in the next academic session.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

##### 4.2.2 - The institution has subscription for

B. Any 3 of the above

**the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### **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)**

**5.04428**

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<b>No File Uploaded</b>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### **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**

**225**

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

#### **4.3 - IT Infrastructure**

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

The institution has two separate broadband 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 and throughout accessible in 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 open access E-content portal. 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 research software for teaching and clarification of concepts by 3D animations.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

102

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

#### 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	<a href="#">View File</a>

#### 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)

19.96146

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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 concerned units/cells apply to the Principal for purchase and maintenance of facilities such as equipment, computers, books, journals, contingencies, organizing seminars etc stating proper justification and budget, which are approved by the Principal and forwarded to the Central Purchase Committee to ensure the purchases in accordance to Government Guidelines. The library subcommittee headed by the Librarian proposes the purchase and maintenance of the library resources which are subsequently approved by the Principal in consultation with the Departmental Heads and the concerned units/cells. 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. Maintenance of basic physical facilities is done



from the respective grants received from the State Government. Regular cleaning and maintenance is done by the non-teaching staff. Maintenance of IT infrastructure is done by the local vendors as per requirement. The routine committee prepares master routine to ensure proper utilization of shared classrooms. Library hours are notified in slots to ensure proper usage of library. Games, sports and Gymnasium sub-committee notifies time slots of usage of the gymnasium to ensure proper utilization.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

945

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

#### 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
<b>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</b>	A. All of the above
File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
1823	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
1823	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

<p><b>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</b></p>	<p><b>A. All of the above</b></p>
--	-----------------------------------

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

7

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

159

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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

25

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

### 5.3 - Student Participation and Activities

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

20

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
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)	<a href="#">View File</a>

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' Union is the students' body which contributes significantly in the functioning of the institution. General Secretary of the Students' Union is the member of the Governing body of the College. Students are represented as members in Anti Ragging Committee, Anti Ragging Squad, Student Collegiate Grievance Redressal Committee and Internal Complaints Committee. Student Union communicates 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. A student organization, Association for the Culture of Earth Sciences (ACES) was founded on 8th February, 1989 by the students of Department of Geology to encourage the juvenile minds to explore different aspects of Earth Sciences beyond the formal framework of academic curriculum. Geolozine, the biennial journal of the Association provides the budding geologists of this department with a platform for expressing their ideas.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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

27

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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)	<a href="#">View File</a>

### 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

Alumni meets are organized by departments every year where the existing students get the opportunity to interact with the alumni who share their suggestions and experiences which helps students in career selection and improvement of performance in the examinations. Feedback on curriculum is also received from the alumni, analyzed by the IQAC and forwarded to the affiliating university for necessary action. A student organization, Association for the Culture of Earth Sciences (ACES) was founded on 8th February, 1989 which comprises of all the students of Geology department. Geozine, the biennial journal of the Association is published to provide the budding geologists of this department with a platform for expressing their ideas. Alumni Representation is also in the Internal Quality Assurance Cell (IQAC) of the institution. The

institution also felicitates the achievements of the alumni. On July 16, 2022, the international achievement of Dr. Sayantan Chakraborty, Alumni of Department of Geology was felicitated and a webinar was also organized to motivate the students.

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

**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	<a href="#">View File</a>

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	Nil
Upload any additional information	<a href="#">View File</a>



## 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, IQAC conducted NAAC sponsored workshop on the use of ICT enabled tools for teaching, learning and evaluation, E-content portal launched. For STG 3, field/laboratory visits/educational tours conducted. For STG 4, total 41 events conducted by IQAC, different departments, committees/ cells. For STG 5, PhD programme in Chemistry, Conservation Biology and Geology approved by university; 22 research scholars registered; research projects applied and sanctioned. For STG 6, 18 collaborations were set up. For STG 7, robust mentoring system set up. For STG 8, events organized on career counseling, research methodology, writing skills, communication skills and competitive examinations. For STG 9, admission, scholarship, employee details, infrastructure, financial activities, service related matters & college statistics maintained online. For STG 10, guidance and support provided for NSS, NCC, sports and cultural activities. 13 awards/medals were received for sports and cultural activities. One NCC student participated in Rajpath Drill and PM Rally 2022

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

### 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	Nil
Link to Organogram of the institution webpage	<a href="https://durgapurgovtcollege.ac.in/administrative-structure/">https://durgapurgovtcollege.ac.in/administrative-structure/</a>
Upload any additional information	<a href="#">View File</a>

### 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 inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 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	<a href="https://finance.wb.gov.in/New_Fin/Pages/Publication.aspx">https://finance.wb.gov.in/New_Fin/Pages/Publication.aspx</a>
Upload any additional information	<a href="#">View File</a>

### **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**

4

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### **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**

6

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	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### **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**

11

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	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

#### 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) of the institution invites applications from the faculty members in the prescribed proforma, which are verified and checked by the IQAC and the Head of the Institution and then forwarded to the Screening/Selection Committee comprising of the Government Nominee and the Subject Experts from the affiliating University. The verified files are then subsequently sent 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 2022-2023, the files of 10 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	<a href="#">View File</a>

#### 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 for research projects. Purchase of items under the research project grant is implemented strictly following the government guidelines.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

(1) Resolved in IQAC Meeting dated 14-09-2022 and 14-12-2022: Received approval of NAAC for academic collaboration and workshop organized successfully on February 01, 2023 with 84 participants. (2) Resolved in IQAC Meeting dated 14-09-2022; E-contents updated by faculty members (3) Resolved in IQAC Meeting dated 14-09-2022, 30-11-2022 and 12-04-2023: IQAC completed scrutiny of promotion files of 10 no. of faculty members during the academic session 2022-23 and forwarded to the Education Directorate, Government of West Bengal (4) Resolved in IQAC Meeting dated 20-09-2021 and 12-04-2023 as a continuous process of IQAC. Feedback on curriculum collected from students, faculty members and alumni through management information system portal, analyzed graphically by the IQAC, uploaded in website and sent to the affiliating university. (5) Resolved in IQAC Meeting dated 20-09-2021 as a continuous process: Consolidated report of Mentor-Mentee interactions was prepared by the IQAC and special class for mentoring/special activity allocated in the routine by the respective departments (6) Resolved in IQAC Meeting dated 02-11-2021 as continuous process: Events organized in collaboration with departments (7)



Resolved in IQAC Meeting dated 08-11-2021 as a continuous process. 17 collaborations for research, faculty exchange, student exchange, visits to research laboratories, industrial visits established during the year

File Description	Documents
Paste link for additional information	<a href="https://durgapurgovtcollege.ac.in/iqac-activities/">https://durgapurgovtcollege.ac.in/iqac-activities/</a>
Upload any additional information	<a href="#">View File</a>

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) E-content portal launched by the institution during the academic session 2021-22, and department wise E-contents are available for students in the portal through separate link given in the college website. The portal is updated regularly for easy access of e-resources for students (2) IQAC organized events with departments on course curriculum (3) Student visits to research laboratories organized during the academic session as collaborative activities (4) Student Seminar, Field Tours, and Educational Tours conducted to ensure attainment of the learning outcomes along with workshops, seminars, invited lectures (5) Academic audit conducted by IQAC in the form of Departmental questionnaire and provided to all departments, which was submitted by the departments and based on the audit, suggestions were given to departments by the IQAC. The questionnaire was prepared for each semester by the departments

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

**C. Any 2 of the above**



**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)**

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)	<a href="#">View File</a>

## **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 in several activities. the Internal Complaints Committee carries on interactive sessions, seminars and class campaign building awareness on gender sensitization throughout the year. Some facilities for women include sanitary napkin vending

machine, specially designed toilets for the differently abled female, Girls common room, (24 × 7) security in college campus, Girls Hostel (construction complete), Anti ragging committee, Anti ragging squad and equal opportunity cell to monitor and ensure women safety, Health and Hygiene Sub-Committee to address female health issues. International Women's Day is celebrated every year with poster competition and wall magazine was published this year. Female students are always encouraged to participate in all co-curricular and extra-curricular activities. Female students have joined NCC Units, won prizes in District sports and games championship, West Bengal State Sports and Games Championship, intercollegiate athletic 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 NAAC Steering Committee (Jt. Convener), Equal Opportunity Cell (Jt. Convener) IQAC Members (03), Career Counselling and Placement Cell (Convener), Institutional Proposal Preparation and Submission Committee (Jt. Convener), Medical Welfare and Psychological Counselling Cell (Convener) etc.

File Description	Documents
Annual gender sensitization action plan	<a href="https://www.durgapurgovtcollege.ac.in/AOAR_DOCS/22-23/7.1.1(A).pdf">https://www.durgapurgovtcollege.ac.in/AOAR_DOCS/22-23/7.1.1(A).pdf</a>
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	<a href="https://www.durgapurgovtcollege.ac.in/AOAR_DOCS/22-23/7.1.1(B).pdf">https://www.durgapurgovtcollege.ac.in/AOAR_DOCS/22-23/7.1.1(B).pdf</a>

**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	<a href="#">View File</a>
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	<a href="#">View File</a>

**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	No File Uploaded
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:**

A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
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**

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
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**

B. Any 3 of the above

<p><b>persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment</b>      <b>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></p>	
File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<b>No File Uploaded</b>
Details of the Software procured for providing the assistance	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>
<p>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).</p>	
<p>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. The institution has constituted an "Equal Opportunity Cell" comprising of teachers and non-teaching staff to cater to the needs of all students irrespective of religion, caste, creed and gender. Picnics and cultural programmes promote inclusiveness. Basanta Utsav, the colour festival to mark the spring season is celebrated in the college campus by all students and teachers to promote mutual harmony and happiness.</p>	
File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<b>No File Uploaded</b>
Any other relevant information	<a href="#">View File</a>

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 in Har Ghar Tiranga Campaign, Students performed Traffic Control Duty with West Bengal Police during Durga Puja. Every year, all students and employees read out the Voters' Pledge on the occasion of the National Voters' Day

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://www.durgapurgovtcollege.ac.in/AQA_R_DOCS/22-23/7.1.9.pdf">https://www.durgapurgovtcollege.ac.in/AQA_R_DOCS/22-23/7.1.9.pdf</a>
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**

D. Any 1 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	<a href="#">View File</a>

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

Every year, the institution celebrates/organizes 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 2022-23, these included Celebration of International Mother language Day (21-02-2022); Celebration of International Day of Biological Diversity (22-05-2023); Celebration of International Yoga Day (21-06-2022); International Women's Day Celebration (08-03-2022); Celebration of Independence Day (15-08-2022); NCC Rising Day Celebration (28-11-2022); Celebration of Birth Anniversary of Netaji Subhas Chandra Bose (23-01-2023); Celebration of Republic Day (26-01-2023); Black day Observation (14-02-2023); Celebration of World Earth Day (22-04-2023); World Soil Day (05-12-2022); World Pangolin Day (18-02-2023); National Integration Day (19-11-2022); National Science Day (28-02-2023, Event organized on 25-02-2023); World Mental Health Day (10-10-2022) [Event organized on 13-10-2022]; Basanta Utsab (Holi Festival) (Event organized on 03-03-2023)

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
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: STUDENT CENTRIC TEACHING-LEARNING STRATEGIES**  
**Objectives of the Practice:** Implementation of the teaching-learning strategies from the students' point of view and keeping pace with the modern day higher education is intended from this practice.

**The context:** Cultivating the life-long learning habits of critical thinking and problem solving in the student-centric teaching-learning process

**The Practice:** Assessing learning levels of students; Use of Learning Management System computer-aided methods; Participative learning; effective mentoring mechanism; organizing events, Feedback

**Evidence of Success:** All India Ranks in competitive exams, progression to reputed institutes; prize in competitions; improvement in university results

**Problems Encountered and Resources Required:** Prolonged time taken by the university in conducting examination; distant location of Durgapur from Kolkata; Lack of appropriate funding for infrastructure

**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 extension related, co-curricular and extracurricular events  
**Problems Encountered and Resources Required:** Time constraints to participate in beyond the curriculum activities; Lack of funds; shortage of faculty members and staff



File Description	Documents
Best practices in the Institutional website	<a href="https://durgapurgovtcollege.ac.in/best-practices/">https://durgapurgovtcollege.ac.in/best-practices/</a>
Any other relevant information	Nil

### 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

Being the sole Government college in the district, the institution has a nominal fee structure with provision of Government Scholarships. This allows students from socially/economically challenged backgrounds to get quality education and makes the college distinct compared to other private colleges, having inflated fee structures. Reservation for SC, ST, OBC-A (Minority) and OBC-B students is followed. Teachers are appointed by the PSC, Government of West Bengal, through written tests and interviews and we get the best quality teachers (university toppers, rank holders and eminent researchers),. We have empowered women students in higher education with overall 67% female student statistics. Department of Conservation Biology, the one of its kind in the state and in Eastern India offers PG and Ph.D. Courses. Department of Geology, one of the oldest premier learning centre offers UG, PG and Ph.D. courses. Research collaboration with state, national and international institutes is an important area of distinctiveness of the institution. Apart from academic excellence, the college also pays sincere attention to overall development of students. Students have shown outstanding performance in sports tournaments and NCC Championships. The institution is distinct in its social responsibility through NSS units

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

7.3.2 - Plan of action for the next academic year

- Implementation of ICT facilities in more number of classrooms

- Organizing more training programmes and workshops on skill enhancement for students
- Complete Digitization of the Central Library
- Organization of Faculty Development Programme on MOOCs
- Organization of training programmes for non-teaching staff
- Lift facilities in the academic building
- Hostel facilities for students
- Taking initiative for water conservation and waste water recycling
- Institutional Repository of the Institution
- More number of surveys in the locality by the NSS
- Upgradation of the College Gymnasium
- Upgradation of the Boys' and Girls' Common Rooms
- MOU with hospitals/institutes to address the health and hygiene concerns and psychological counselling
- 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
- Publishing newsletter of each department
- Organization of events to promote tolerance and harmony towards diversities