



# **SELF STUDY REPORT**

**FOR**

**3<sup>rd</sup> CYCLE OF ACCREDITATION**

## **NABAGRAM HIRALAL PAUL COLLEGE**

**NABAGRAM HIRALAL PAUL COLLEGE, NABAGRAM, KONNAGAR,  
HOOGHLY. WEST BENGAL.**

**712246**

**[www.hiralalpaulcollege.ac.in](http://www.hiralalpaulcollege.ac.in)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**May 2024**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Nabagram Hiralal Paul College was founded on 3rd February 1957 at the initiative of a number of progressive people of the locality keenly interested in higher education. The area Nabagram started developing after the partition of Bengal, with people coming from East Bengal for settlement.

### Vision

**The vision of the college encapsulates in the Upanishadic Principle.**

?? - – May our study be full to us of light and power. May we never hate. It provides a framework to be contemporaneous with our vast and rapidly-changing society as well.

**Vision : Education is the key to social transformation.**

The vision of Nabagram Hiralal Paul College is to transform our college into centre of excellence and contribute to the inclusive development of our country by generating quality human resources. The college aims to

- offer **holistic and transformative education** that integrates knowledge with human values

inculcate the spirit of **scientific** and **rational enquiry** while remaining anchored to our Indian knowledge traditions

- build capacity across the **socio-economic strata** with special emphasis on women and marginalized sections emerge as a **beacon** of knowledge, culture, skills, technology, research and service to humanity

impart **moral values** in students with an aim to instil **nation** and **character**

### Mission

The objective of the college is to facilitate learning across the socio-economic spectrum resonating both with the **Vedic philosophy** of education and the **National Education Policy, 2020** which together define the broad contours of our academic architecture.

Our **Mission** is to

- act as a catalyst of social transformation by spreading education to the **marginalized segments** of society. To this end, we are committed to nurturing creative and resourceful minds that value integrity, diversity and are dedicated to the task of **nation-building**.
- modernize all processes at different levels of the **education ecosystem** and ensure access to cutting edge state- of-the-art infrastructure, information and technology.
- create awareness about the **sustainable use** and **conservation** of natural resources and **environment**.
- work towards bridging the **digital divide** to build capacity for resource sharing and developing more effective and efficient mechanisms for curriculum delivery evolve and improve the **teaching learning pedagogy** to optimise academic achievement.
- ensure rigor, autonomy, accountability, experimentation, innovation, and excellence in all **academic pursuits** of faculty and to nurture students who are **morally upright, socially conscious, emotionally resilient, physically fit** and culturally connected.
- stimulate **scientific temper** by crusading against superstitions and outdated customs to raise awareness about gender discrimination, regionalism, casteism, etc.
- emphasise the importance of developing **life skills** such as communication, teamwork, and resilience with the objective of **all round development** of our students and preparing them to face life challenges remain committed to up skilling our students so as to **bridge the gap** between academics and industry thereby enhancing employability.

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

### Institutional Strength

#### Institutional Strength :

- Indomitable team spirit and cohesion among the dedicated and visionary management, the teaching fraternity, the members of non teaching staff and the students.
- Optimum of Lush green eco-friendly campus and infrastructure.
- Unflinching determination and commitment to serve all the stakeholders.
- Well-qualified, committed and competent faculty having research accumen
- Introduction of skill aligned vocational courses.
- Rich teaching learning resources made available to the students with ICT enabled teaching learning facilities and e-resources.
- Better average of girls students over the boys.
- With 17 UG and PG departments offering a wide spectrum of multidisciplinary courses across the disciplines of science, humanities and commerce.
- Contextual best Practices.
- Adequate space for expansion.

### Institutional Weakness

### **Institution Weakness :**

- The college faces a shortage of funds needed for up-taking more add-on courses and other educational initiatives.
- Traditional courses are becoming less attractive and less popular resulting into poor class room attendance.
- Low motivational levels of students and the absence of mechanism for the abysmally low enrollment in the pure science classes.
- Lack of industrial opportunities for placement.
- Large number of vacancies in the support staff pattern.
- The college does not have the provision for directly enrolling Ph.D Scholars thereby restricting its research potential.

### **Institutional Opportunity**

#### **Institutional Opportunity**

- The college has an ample opportunity for playing the role of a skill hub in the neighboring colleges.
- Encouraging faculty members to undertake community based research with the help of external and non-government funding agencies.
- Provide more avenues in the field of communication and soft skills to all the students of the college.
- Greater scope for learning through community work under NSS.
- Tap resources from alumni and NGOs.
- Opportunities of implementing some objectives of NEP-2020
- More opportunities for better performance in sports and cultural activities.

### **Institutional Challenge**

#### **Institutional Challenges.**

- Semester system does not leave considerable scope for covering the syllabi before the examination begins.
- Enhancing the enrollment in the science subjects does really pose a challenge.
- To change the mind set of the students for pursuing higher education.
- To set up more skill aligned self-financing programmes for undergraduate students.
- To improve the use of ICT based pedagogical tools for teaching and learning process.
- Managing day-to-day administrative works with inadequate full-time non-teaching staff and dependance on teachers appointed on substantive basis.

- Revenue generation to match growth and development.

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

- NHLP College is affiliated to the University of Calcutta, and adheres to a pedagogical approach consistent with the framework, timelines, syllabus, academic calendar and internal assessment criteria specified by the University of Calcutta.
- Each semester is planned before the commencement of the semester after the induction meetings of the students conducted by the Academic Sub-committee. The academic calendar of the college as well as the time tables for the teachers and students are finalized at the beginning of each semester.
- The Routine Committee collaborates with the individual departments to prepare the time table.
- The college has started a mentorship programme in which each student is assigned a teacher as a mentor and mentees are encouraged to discuss their progress with them, students are divided into small tutorial groups where different projects and assignments are discussed to extend learning outside the classroom.
- Albeit being an affiliated college as far as the pedagogical approach of the University is concerned, notwithstanding the college shows academically effective flexibility for the curriculum planning and implementation of the Bachelor of Vocational courses (BVoC) and different Add on / certificates courses. The percentage of students undertaking the project work / field work and internships are satisfactory and worth mentioning.
- The College obtains feedback on the academic performance from all the stakeholders-students, teachers, alumni and the like. The feedback so collected is analyzed, actions are taken thereon and the reports are available on the website.
- The College, therefore, ensures effective curriculum delivery through a well-planned and documented process in line with the spirit of the National Education Policy (NEP)-2020.
- The college follows the Curriculum of the University of Calcutta in 17 programmes. The cross-cutting issues relevant to Professional Ethics, Gender, Human Values Environment and Sustainability are incorporated within the syllabi of the above programmes.
- Gender sensitization is fostered through courses such as Women and Empowerment in contemporary India, women's writing and women's empowerment in the Discipline Specific Elective (DSE) papers of the Department of English.

### Teaching-learning and Evaluation

- Nabagram Hiralal Paul College is committed to providing inclusive and multidisciplinary quality education to its students. Our approach to the teaching-learning process is focused and outcome centric, with the overarching objective of preparing students to enter their professional lives armed with knowledge coupled with vocational skills.
- The college encourages and provides institutional support to faculty members to adopt pedagogies for curriculum delivery that are participative and involve opportunities for experiential learning and problem solving.
- ICT tools are employed to the maximum extent possible to further these objectives and to benefit from the integration of our institution with the national educational ecosystem. Accordingly, teaching has moved beyond the board and chalk method to encompass presentations, research-based discussions,

collaborative projects, seminars, workshops, excursions, etc. Besides raising the productivity of classroom teaching and making students lifelong learners, these techniques bridge the gap between academics and industry thereby improving the employability of our students, a key objective of NEP 2020.

- The college firmly believes that the all-round development of our students has to be a top priority and to this end it remains committed to providing a campus environment that is abuzz with not only activities that expand the academic horizon but also those that promote participation in sports and cultural engagements. Extensive involvement in these activities is also used to measure student outcomes and progression.
- The college lays emphasis on reconnecting the students with Indian knowledge traditions through the spiritual well-being and the wisdom and practice of Yoga for promoting mental and physical well-being.
- To ensure self-appraisal, a continuous Internal assessment system is implemented which gives ample opportunities to students to improve their academic grades. Monitoring committees at the department and college levels ensure that the assessment is fair and uniformly implemented. The college has a well-defined grievance redressal mechanism in place, as stipulated by the University Grants Commission and University of Calcutta respectively.
- All programme and course outcomes are prominently displayed and adequately disseminated through a comprehensive mechanism consisting of the website, prospectus, orientation programmes, etc. institutionally and departmentally.

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

- The college has created an ecosystem where green campus has been prioritized.
- The college has created a rain water harvesting system, keeping in mind the increasing demand for water.
- A compost pit has been operational in the campus to reduce the waste of natural resources.
- The college campus has been declared a plastic free campus which has created awareness among students regarding the global threat of plastic pollution.
- The college has an Eco Club that collaborates with the NSS units of the college and undertakes the plantation programmes every year to promote the importance of biodiversity.
- Intellectual Property Rights : The Departments of Economics and Commerce in collaboration with Internal Quality Assurance Cell (IQAC) had organized a National Level Seminar to generate an awareness among the students to file patents in the process of transfer of knowledge.
- Indian Knowledge Systems: The different departments in the college organized facilitate the oral transmission of information from one generation to the next.
- The college has a Research and Development Cell which took initiatives to create and transfer knowledge.
- Students are motivated to put up wall magazines and also publish a college magazine called “Ujjiban”.
- The college has organized as many as 33 workshops / seminars / conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years.
- The faculty members happened to publish 67 research papers in the Journals notified on UGC CARE list year wise during the last five years.
- Total number of books and chapters in edited volumes/books published and papers in national/international conference proceedings year wise during last five years is 53.
- Institutional Awards : The “SKILL DEVELOPMENT LEADERSHIP AWARDS” on 15th February, 2024 presented by World HRD Congress, Taj Lands En, Mumbai.

- Principal's Awards : The GOLDEN AIM AWARDS" on 8th April, 2021 presented by DYNERGIC Business Solution.
- Faculty Awards : Dr. Soma Ray Choudhury received "Certificate of Appreciation" in 2022 presented by Amity University, Kolkata.
- Sri Rahul Ghosh received the President's Award in the year 2023.
- NHLPC has signed 19 functional MoUs/linkages with institutions/industries in India for internship, on-the-job training etc.

### **Infrastructure and Learning Resources**

- The college campus covers a 10368.05 sq. meter and the built up area covers 6912.03 sq. meter. Built up area consists of three different blocks.
- A state of the art smart class room and 10 class rooms are equipped with overhead projector facility.
- There are 29395 books (including UG and PG level) and above 6000+E Journal (N-LIST) in College Central Library.
- There are adequate computers and internet facilities for academic, administrative and official purpose,
- Staff room, Conference room, Principal's room and in the office and also the campus is Wi-Fi free.
- One well maintained playground and there are indoor and out door game facilities in college campus.
- CCTV Camera for all around surveillance of the campus with a display at the principal's chamber.
- The Auditorium is fully airconditioned with 200 sitting capacity.
- Computer Laboratory is used also as virtual class room with wi-fi and overhead projector facilities.
- In the college Campus there is Parking place for college staff and also green cycle Stand for general students.
- For physical fitness facilities there is Gymnasium and Yoga Centre.
- Compost fertilizer plant and Rain Water Harvesting system are in the college.
- There are two Laboratories for B.Voc Courses.
- Sanitary Napkin Vending Machines are operational for the girls and lady teachers.
- The college can boast of an uninterrupted purified drinking water project and two Green modern toilets.
- Library is automated using ILMS KOHA Software (Version 3.16). and the software has been upgraded to version 22.05 and the same has been cloud hosted in 2023.
- The entire Library Collection is entered into the database and bar-coding of the Library books was completed by the session 2022-2023.
- Members use barcode library cards. Daily circulation statistics report are generated from KOHA.
- The Library is enabled with LAN, Internet connectivity and Wi-Fi system.
- The college is a member of the N-LIST programme, a college component of e-shodhshindhu consortium.
- Library follows Open Access System.
- The library also provides reprographic service for benefit of students at subsidized rates.
- The Library provides OPAC services which enabled members to search the library catalogue.
- The library has a Special collection on IKS.

### **Student Support and Progression**

- The college has fairly succeeded in developing a good student Support System. The committees viz. students counselling and Placement Cell, Mentor Mentee Scheme, the Internal complaint committee (ICC).

- The college publishes the prospectus annually containing information about the profile and on the goals and objectives of the college, admission regulations, fee structure, refund policy teaching faculty and the amenities available for the students on the campus. The college has made a significant stride in disbursing scholarships and stipends to students hailing from poor families but meritorious during and beyond the looming shadow of the Covid-19 period at about 78.34%.
  - NHLPC believes in the promotion of extra-curricular activities like sports and cultural activities for the holistic development of the students.
  - NHLPC implements the guidelines of statutory/regulatory bodies.
  - NHLPC organizes wide awareness and undertakings on policies with zero tolerance.
  - NHLPC develops mechanisms for submission of online/offline students' grievances.
  - NHLPC adopts timely redressal of the grievances through appropriate committees.
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- The Hiralal Paul Alumni Association is registered under the societies Registration Act 1961.
  - Alumni associations play a significant role in the growth and development of educational institutions through their financial and other support services. It is essential for educational institutions to cultivate strong relationships with their alumni and encourage their continued engagement and support.
  - The Alumni Association of our College contributes significantly to the development of the institution. Alumni Association is the mirror of the college, reflecting the professional and personal achievement of the students.

Some of the salient activities of the Alumni Association are:

1. Active participation in different medical service program.
2. Active participation in Cultural programs
3. Career counselling, and job search assistance that aid students and recent graduates in their professional pursuits.
4. Some of our Alumnae work as teachers in our college. Most of them take important role in administrative support services, like creating and uploading official data, (academic and cultural).

## **Governance, Leadership and Management**

- The vision of the college encapsulates in the Upanishadic Principle.
- “Tejasvi navadhitamastu. Mavidvisavahai” – May our study be full to us of light and power. May we never hate.
- The goals of the institution have alignment with the NEP-2020 for imparting skill components by developing an self reliant India-Atmanirbhar Bharat.
- The different policies are executed with the direct supervision of the Governing Body-the apex administrative body of the college that includes representatives from the all stakeholders of the college.
- The statutory Teachers' Council helps in the smooth functioning of the college in academic and other matters.
- With the advent of NEP2020, the College is deliberating on its reforms and policies and implement the same through the institutional strategies and plans.
- Introduction of some short-term Certificate / add on / value added courses on skill based education and



training.

- Decentralization and Participatory Management.
  - Vibrant and effective leadership is visible in all pursuits of academic and administrative set ups.
  - The service rules adhered to by the college is in accordance with the guidelines as framed by the UGC, mandated by the MHRD, Acts and statues of the CU and the Department of Higher Education, Govt. of WB.
  - The Governing Body is responsible for the operation and transactions of all the institutional business.
  - The IQAC of the college takes the responsibilities for the development of quality culture in the institution
  - The Finance Sub-Committee is formed in pursuance of the statute 97(3) of the University of Calcutta and is entrusted with the protection and renewing and mobilizing the college's resources and assisting the administration to fulfill its financial responsibilities.
  - The Teachers' Council in collaboration and consultation with the Academic Sub-Committee is responsible for the maintenance of standards of educational ambience, teaching and training.
  - Performance appraisal system for teachers and member of Non Teaching Staff are there.
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- Permission is duly accorded for participation in the FDPs.
  - The college carries out its financial strategies through mobilization and utilization of funds under the supervision of the Finance Sub-Committee
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- The Annual Financial Statement is audited by the external auditor.

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

- The college has duly constituted ICC that regularly conducts awareness programs besides redressal of complaints from all the stakeholders.
- The college is committed to promoting gender equality by providing a safe and secure campus. State of the art surveillance infrastructure through the operation of 40 CCTVs and round the clock security personal are deployed.

The College promotes national ethos, environmental awareness, human values and the Indian heritage and culture by celebrating commemorative days and festivals throughout the year

- International Yoga Day
- World AIDS Day or Red Ribbon Day
- Independence Day
- Republic Day
- Netaji Birth Day or Jatiya Parikrama Divas
- Gandhi Jayanti
- Jatiya Yuva Divas or Vivek Jayanti
- Worlds Environment Day

- College Foundation Day / Hiralal Paul Memorial Lecture
  - International Mother Language Day.
  - Science Week
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- Solid waste management on campus entails strategically placing garbage bins near potential sources of waste generation.
  - Liquid waste is efficiently managed through a well-maintained drainage system, which directly sewage away from the campus into larger drains outside, preventing any liquid waster stagnation on campus.
  - E-waste, which encompasses discarded electronic components and devices, undergoes proper disposal in collaboration with the Konnagar Municipality. This partnership aims to prevent the accumulation of hazardous materials within the campus.
  - The Chemistry Department actively promotes environmental-friendly practices within its laboratory operations and chemical waste management.
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- To conserve rain water the College is very sincerely maintaining Rain water Harvesting System since 2017.
  - The entire college community follows the mantra of “Clean Nabagram Green Nabagram”.
  - The College takes efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional linguistic, communal socioeconomic and other diversities
  - The college offers and facilitate scholarships, stipends and financial aids to almost all the students hailing from the different socio-economic backgrounds
  - The College has adopted a comprehensive policy aiming at establishing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and sensitization of students and employees of the college
  - The college has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.
  - Observance of 21st February as International Mother Tongue Day

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	NABAGRAM HIRALAL PAUL COLLEGE
Address	NABAGRAM HIRALAL PAUL COLLEGE, NABAGRAM, KONNAGAR, HOOGHLY. WEST BENGAL.
City	KONNAGAR
State	West Bengal
Pin	712246
Website	<a href="http://www.hiralalpaulcollege.ac.in">www.hiralalpaulcollege.ac.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	SRIKANTA SAMANTA	033-26735161	9088014725	-	nhlpcollege@gmail .com
IQAC / CIQA coordinator	SUPARNA CHATTERJE E	033-26730007	8334021657	-	pikumani1967@gm ail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

**Establishment Details**

State	University name	Document
West Bengal	University of Calcutta	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	12-06-1972	<a href="#">View Document</a>
12B of UGC	12-06-1972	<a href="#">View Document</a>

**Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)**

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

**Recognitions**

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

**Location and Area of Campus**

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	NABAGRAM HIRALAL PAUL COLLEGE, NABAGRAM, KONNAGAR, HOOGHLY. WEST BENGAL.	Rural	2.582	6912.03

**2.2 ACADEMIC INFORMATION**

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Co course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BCom,Commerce,Multidisciplinary	36	Class XII	English,Bengali	306	239
UG	BCom,Commerce,Honours and Honours with Research	48	Class XII	English,Bengali	254	193
UG	BSc,Physics,Honours and Honours with Research	48	Class XII	English	17	2
UG	BSc,Chemistry,Honours and Honours with Research	48	Class XII	English	24	1
UG	BSc,Mathematics,Honours and Honours with Research	48	Class XII	English	31	1
UG	BSc,Economics,Honours and Honours with Research	48	Class XII	English	24	3
UG	BA,Bengali,Honours and Honours with Research	48	Class XII	Bengali	101	26
UG	BA,English,Honours and Honours with Research	48	Class XII	English	53	48
UG	BA,History,Honours and	48	Class XII	English,Bengali	101	27

	Honours with Research					
UG	BA,Political Science,Honours and Honours with Research	48	Class XII	English,Bengali	35	28
UG	BA,Philosophy,Honours and Honours with Research	48	Class XII	English,Bengali	50	11
UG	BA,Education,Honours and Honours with Research	48	Class XII	English,Bengali	66	38
UG	BA,Sanskrit,Honours and Honours with Research	48	Class XII	Bengali,Sanskrit	12	4
UG	BVoc,Bvoc, Retail Management	48	Class XII	English,Bengali	55	5
UG	BVoc,Bvoc, Hospitality and Tourism	48	Class XII	English,Bengali	55	53
UG	BA,Ba General,Multidisciplinary	36	Class XII	English,Bengali	794	776
UG	BSc,Bsc General,Multidisciplinary	36	Class XII	English,Bengali	73	10
PG	MA,Bengali, Bengali	24	Bachelor Degree Course Hons	Bengali	30	13

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

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				13				50			
Recruited	0	0	0	0	6	7	0	13	21	29	0	50
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				24
Recruited	7	1	0	8
Yet to Recruit				16
Sanctioned by the Management/Society or Other Authorized Bodies				7
Recruited	3	4	0	7
Yet to Recruit				0

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

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	5	6	0	6	8	0	25
M.Phil.	0	0	0	1	1	0	7	2	0	11
PG	0	0	0	0	0	0	11	16	0	27
UG	0	0	0	0	0	0	0	0	0	0



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

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

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	11	5	0		16

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	620	0	0	0	620
	Female	845	0	0	0	845
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	13	0	0	0	13
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years						
Category		Year 1	Year 2	Year 3	Year 4	
SC	Male	93	95	77	75	
	Female	76	82	53	81	
	Others	0	0	0	0	
ST	Male	0	6	7	5	
	Female	2	6	4	4	
	Others	0	0	0	0	
OBC	Male	56	66	49	37	
	Female	63	42	38	32	
	Others	0	0	0	0	
General	Male	469	474	409	399	
	Female	449	501	400	379	
	Others	0	0	0	0	
Others	Male	0	0	0	0	
	Female	0	0	0	0	
	Others	0	0	0	0	
Total		1208	1272	1037	1012	

### Institutional preparedness for NEP

## 1. Multidisciplinary/interdisciplinary:

Nabagram Hiralal Paul College being an affiliated college of the University of Calcutta follows the recommendations of the National Education Policy 2020 Implementation Committee (NIC), University of Calcutta, on the Structure of Undergraduate Programs, which aims to develop a multi-disciplinary and inter-disciplinary learning approach through a holistic curriculum. It also aims to inculcate skill enhancement and research as key aspects of learning process which will be executed through active student participation. It also focuses on capacity building with the purpose of employment generation, through the internships of active engagement with industry and society. It strives to enhance the prospects for socially and economically disadvantaged and differently abled students.

Proposed Structure : The University of Calcutta currently offers two kinds of undergraduate programs of study: Honours and General courses. The Undergraduate Board of Studies (UGBOS) recommends continuation of two kinds of programs, with alterations to structure and nomenclature, as outlined below :

- i) Semester wise Three year B.A./B.Sc (Multidisciplinary Courses of studies under Curriculum & Credit Framework 2022).
- ii) Semester wise Four year B.A./B.Sc/B.Com (Honours with a Core Vocational subject) courses of studies (under Curriculum & Credit Framework, 2022).
- iii) Semesterwise Four year B.A./B.Sc. / (Honours & Honours with Research) Courses of Studies (under Curriculum & Credit Framework, 2022).
- iv) Semesterwise Four year B.Com (Honours & Honours with research) & Three year B.Com Courses of studies (under Curriculum & Credit Framework, 2022).

The new program would require students to study two 'Language and Literature' courses, of which at least one should be in an Indian Language (IL).

Social and Emotional Learning: An interdisciplinary course that promotes well-being and health.

Innovation and Entrepreneurship: An interdisciplinary course that will help students acquire skills relating to creative social and business entrepreneurship, and organization skills.

The examinations in Interdisciplinary Course (IDC), Ability Enhancement Course (AEC) and optional / Compulsory Value Added Courses(CVAC) shall be held at the college home centers.

Multidisciplinaity : In the fourth year of the program (semesters VII and

	<p>VIII), students can choose between (i) pursuing the Bachelors of Arts / Science / Commerce (Honours) in Discipline (Four Years) or (ii) the Bachelors of Arts / Science / Commerce (Honours) in Discipline with Research (Four Years). Nabagram Hiralal Paul College has been on the forefront on conducting various programs for dissemination of NEP-2020 related implementation procedures and protocols. The college conducted various seminars, FDPs and workshops to deliberate upon the key principles such as diversity of curriculum and pedagogy; adoption of modern technology and innovative teaching methodology; promotion of creativity and critical thinking and encourage logical decision-making and innovation. Nabagram Hiralal Paul College will effectively and efficiently implement the University of Calcutta's Undergraduate Curriculum Framework-2022 (UGCF) which is based on National Education Policy 2020 from the current Academic Session (2023-2024) that will serve the needs of the students in the best possible manner.</p>
<p>2. Academic bank of credits (ABC):</p>	<p>UGCCF 2022 adheres to the curriculum framework for earning and accumulation of credits in the Academic Bank of Credit (ABC). It offers the flexibility to redeem the requisite credit for the award of an appropriate Certificate / Diploma / Degree, which shall provide students with an opportunity for lifelong learning. It will help them avail academic outreach beyond the superstructure of the programme of study in another University / Institution at the national / International level depending upon the student's choice. Provision for credit transfer in both national and international contexts is one of the proposed objectives of the National Education Policy (NEP)-2020). According to the proposed plan, in line with the recommendations of the National Education Policy 2020, credit transfer shall be allowed between national and international institutions as per policy prescribed by the University. As recommended by the National Education Policy 2020, certificate will be awarded to students who exit at the end of the first year after successfully fulfilling the academic requirements. Diploma shall be awarded if the student exits at the end of the second year. Students shall be permitted to re-join the program to pursue a higher qualification, as per policy adopted by the University vide its circular No. C/42 dated 15th</p>

	<p>February, 2024, Nabagram Hiralal Paul College will formally implement the Academic Bank of Credits (ABC) for the students registering for the Under Graduate Courses from the academic session 2024-2025.</p>
<p>3. Skill development:</p>	<p>(i) Skill Hub Initiative : Over a period of time these Skill Hubs will associate with adjoining education and skilling institutions (spokes) over a district, or a cluster of adjacent districts, to provide access to skill development training at hub location or at spoke location. Such adjoining institutions in the vicinity of the Skill Hub may leverage the infrastructure and resources available at the associated Hub for their in-school, drop-outs and out of education candidates.</p> <p>Retail Sales Associate (RAS/Q0104) : Nabagram Hiralal Paul College, Konnagar took the initiative having been inspired by the new program launched by the Pradhan Mantri Kaushal Vikas Yojana (PMKVY) 3.0 for the beneficiary to the common people specially targeting the school pass outs. As our college is reputed institute and also always willing to give better service through better opportunity to our students through Government approved programme through Skill Hub. College has launched the programme for the Job Role Retail Sales Associate from 12.03.2022 to 01.06.2022. Individuals in this position interact with customers by giving specialized service and product demonstrations to maximize business in a retail environment whilst striving for continuous improvements in levels of services rendered. The individual needs to be physically fit to withstand working in a retail environment whilst being customer responsive. They need to have excellent product knowledge, interpersonal and listening skill.</p> <p>Training Centre No. : 162555 Training Provider No. : 104762 Batch ID : 2068234 NSQF Level : 3 Certification Distribution Date : 04th February, 2023</p> <p>(II) Street Food Vendor – Standalone (THC/Q3008): The College took the initiative having been inspired with the new program launched by the Pradhan Mantri Kaushal Vikas Yojana (PMKVY 3.0) for the beneficiary to the common people specially targeting the school pass outs. As our college is reputed institute and also always willing to give better service through better opportunity to our students through Government approved program through Skill Hub.</p>

	<p>Our College has launched the program for the Job Role Street Food Vendor – Standalone from 03.03.2022 to 26.03.22 The street Food Vendor is responsible for vending cooked or ready-to-eat food on mobile cart streets. The individual at work cooks or procures the ready-to-eat food, serves it in a safe way, runs the business, cleans the utensils and surroundings, disposes off waste and manages the business. The job requires the individual to be able to perform physical activities such as standing, pushing, bending, lifting, twisting and some heavy lifting. It also requires that the individual works in outdoor conditions during the day. Training Centre No. : 162555 Training Provider No. : 104762 Batch ID : 2047192 NSQF Level : 4 Assessment Date : 31st May, 2022 Certification Distribution Date : 04th February, 2023</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>‘Tejasvi navadhitamastu – May our study be full to us of light and power. May we never hate’... (Taittiriya Upanishad) Nabagrmam Hiralal Paul College appropriately integrates the Bhartiya Janana Parampara or Indian Knowledge System (IKS) in its teaching and learning programs. The college teachers classical Indian languages like Bangla, Hindi and Sanskrit. The Indian scriptures like the Mahabharata, The Ramayana, the Vedas, the Upanishads, the writings of the great poet Kalidasa have been accessed in the college library. The NSS units run a Yoga center in which the students practice Yogas of Patanjali ‘Yogas Chittavritti Narodha’. It promotes the mental and spiritual growth of the students and faculty. It inculcates discipline towards health and wellness. Daily Yoga session is a part of the college routine. Besides, the curriculum of the political science and economics incorporates the selected writings of the Manu Sanhita and Kautilla’s Artha shastra. The department of philosophy also subscribes to the sacred Books of the East. These integration of the Bhartiya Jnana Parampara or Indian Knowledge System (IKS) seeks to facilitate the implementation of the National Education Policy (NEP-2020).</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>One of the silent features of NEP 2020 is the focus on outcome-based education in which students need and requirements are taken care of, in other words it is learner-centric approach. The focus is to facilitate learners’ ability to acquire knowledge and autonomy</p>

	<p>given to the teachers. The university under Graduate Board of studies (UGBOS) for the last couple of years, have been clearly designing the Course Outcomes (Cos), the subject Specific Outcomes (SPOs) and Programs Outcomes (POS), instead of mere outlining course objectives. Focus has been shifted from course objectives to course outcomes. This has been achieved through maintaining transparency in the education system. Implementing continuous internal assessment and skills, which includes formative and summative assessment. The measures taken by the University of Calcutta are definitely in favour of transforming its curriculum towards Outcome-Based Education (OBE). However the teaching learning and evaluation processes practiced at the institution already do focus on OBE. The institution gives wide publicity to the Program Outcomes and Course Outcomes by publishing them on its website and periodical assessment of the Learning Outcomes has been done effectively.</p>
<p>6. Distance education/online education:</p>	<p>Due to Covid-19 pandemic, our college happened to utilize various digital platforms to engage with students and conduct classes, conferences, events and meetings. This shift has come with its own set of issues and challenges. Keeping aside the negative impact of the lack of face-to-face learning, the online teaching-learning process has broken the geographical barriers creating interaction between experts and students from distant geographies. The rapid shift in educational needs has paved the way for the adoption of the hybrid mode of education even post the lockdown. The faculty members of the Nabagram Hiralal Paul College contributed significantly towards the creation of digital content from faculty members and professionals in the form of video lectures in the area of their expertise of any other contemporary topic of general interest to all. Faculty members of the college are encouraged to contribute to digital content creation. Teachers used the Microsoft Team, Google meet, WhatsApp as the platforms on online teaching &amp; learning. Besides, the college runs a Learner Support Centre (LSC) / Study Centre for under Graduate and Post Graduate (Non-Lab) programs of Netaji Subhas Open University (NSOU) on Distance mode. The Programs include: Under Graduate / BDP Programme 1) Bengali, 2) English, 3) History, 4) Political Science, 5)</p>

Commerce, 6) Physics, 7) Mathematics Post Graduate Program / Second Degree / Post Graduate Diploma 1) Bengali, 2) English, 3) History, 4) Political Science, 5) Public Administration 6) Education, 7) Commerce, 8) Mathematics, 9) English Language Teaching, 10) Library and Information Sciences, 11) Social Work, 12) Bachelor of Library and Information Sciences, 13) Advance Diploma in Journalism and Mass Communication, 14) Advance Diploma in Public Relation and Advertising, 15) Advance Diploma in English Language Teaching

### Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Nabagram Hiralal Paul College has already set up the Electoral Literacy Club (ELC).
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes, Coordinating faculty members and student coordinators have been appointed by the college. Yes, ELCs are functional. Yes, ELCs are representative in character as the club represent all the stakeholders such as Coordinators : Dr. Subrata Mandal, Prof. Arup kumar Mondal Teacher Members: Prof. Nayan Biswas. Prof. Tanmoy Roy, Prof. Pulak Chakraborty Convener: Prof. Chaitanya Majumder Student Coordinator: Sri Nitin Roy Student Members: Koushiki Mukherjee (NSS Volunteer), Bidipta Sikdar (NSS Volunteer), Parambrata Karmakar (NSS Volunteer)
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	Since the last several years, NSS volunteers gave conducted several programs to promote electoral literacy amongst the youth. On the occasion of National Voters' Day, which is celebrated on 25th January every year, a pledge is taken by the students, teachers and non-teaching staff to vote in every election. NSS units Nabagram Hiralal Paul College organizes voter ID registration camps on campus in collaboration with Election Commission to enroll young students and encourage them to exercise their voting right. A session on importance of voting was also conducted under the Power of Ballot to sensitize the young voters. Voting pledge ceremonies are organized every year to commemorate National Voters' Day and to sensitize people about the immense power that their vote carries. Volunteers of



	<p>NSS and the students participate in huge numbers in the pledge and make the event a grand success. A poster making competition was organized concerning the voting rights of the youth titled 'Rock Enroll'. An electoral verification program was organized wherein details of the voters were verified and registered with the Election Commission of India. NSS, Nabagram Hiralal Paul College organized an online group discussion on 25th January 2021 on the Election and Voting in present times. A tab on the college website <a href="http://www.hiralalpaulcollege.ac.in">www.hiralalpaulcollege.ac.in</a> is in place for registering the new voters.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>Survey and awareness drives are regularly conducted by the college. A survey was also conducted to find out if they possess a voter ID card. An awareness video as well as an informative post regarding how to apply for a voter ID card was circulated amongst the neighboring villages and efforts was made to clarify every possible query or myth in their minds regarding voting.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>Data collected for students who are above 18 years till Dec. 01, 2023 shows that 27.63% have voter-ID cards and 16.78% have already applied for it.</p>

## Extended Profile

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### 1 Students

#### 1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
2470	2576	2103	1981	1886
File Description		Document		
Upload Supporting Document		<a href="#">View Document</a>		
Institutional data in prescribed format		<a href="#">View Document</a>		

### 2 Teachers

#### 2.1

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

Response: 64

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

#### 2.2

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

2022-23	2021-22	2020-21	2019-20	2018-19
62	63	63	61	53

### 3 Institution

#### 3.1

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

2022-23	2021-22	2020-21	2019-20	2018-19
172.84	137.11	107.01	117.81	103.57

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

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1

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

**Response:**

**Sa Vidya Ya Vimuktaye –**

**Education is what enlightens.**

Nabagram Hiralal Paul College is affiliated to the University of Calcutta and adheres to a pedagogical approach consistent with the framework, timelines, syllabus, academic calendar and internal assessment criteria specified by the University of Calcutta.

The Routine Committee collaborates with individual departments to prepare the timetables. The latter are uploaded to the college website and distributed to the students' official Whatsapp group of individual departments.

Modular teaching plan are prepared by the faculty before the start of the semester and submitted to the IQAC. Academic audits are conducted by the college to encourage the departments to review the quality of their process of education. The B.Voc course that runs in the college prepares its own curriculum. Hospitality and Tourism offers the followings papers: Level-4 Commi Chef, Level-5 Commi I, Level-6 Chef de partie & Level-7 Sous Chef. Retail Management offers the following courses: Level-4 Retail sales Associate, Level-5 Retail Team Leader, Level-6 Departmental Manager, Level -7 Store Manager.

Each department has grown up a workload presenting the no of classes to be taken by the faculty across the semesters. The semesters are arranged in the form of odd, i.e. , I, III & V and even i.e. , II, IV & VI. A workload justification table follows the class allotments as per the UGC guidelines of the CBCS curriculum.

Each semester is planned before the commencement of the semester after meetings conducted by the Academic sub-committee. The academic calendar of the college as well as the time tables for the teachers and students are finalized at the beginning at the each semester.

The Central Library provides a rich repertoire of books both text and reference and journals relevant to the different courses. A number of departments maintain a Seminar Library for their advanced learners, whereby they encouraged to read referenced books. The slow learners are also motivated by the presence of the Seminar Library.

In line with the CBCS syllabus, the college encourages continuous evaluation in the form of internal examination test, tutorials such as projects, book reviews and term papers. This facilitates the identification of advanced and slow learners. Experiential learning sought to be achieved through

educational tours organized by the different departments.

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

## 1.2 Academic Flexibility

### 1.2.1

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

**Response: 5**

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

### 1.2.2

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

**Response: 27.5**

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

2022-23	2021-22	2020-21	2019-20	2018-19
1316	346	0	665	702

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

## 1.3 Curriculum Enrichment

### 1.3.1

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

#### Response:

Nabagram Hiralal Paul College is committed to providing a holistic education to its students through academic and non-academic endeavors. The college follows the Curriculum of the University of Calcutta in 17 programmes. The cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability are incorporated within the syllabi of the above programmes.

**Professional Ethics** is fostered through CC & SEC papers in Commerce, Economics, Political Science and Economics. There are various related topics e.g. management, marketing, entrepreneurship, auditing, micro economics, statistical methods, data analysis & reporting, legal literacy, legal system, legislative policy, administration, public policy, ethics (Indian, western, business) etc.

**Gender Issues** are incorporated into the core courses taught in the English and Bengali Departments. Inclusive Education, Women and population Education have gender trajectories in the DSE papers. A large number of CC papers in History, including Ancient India, Medieval India, Modern India, Modern Europe and world History have incorporated gender issues. CC and DSE courses in Political Science, Sociology foster gender sensitization.

The college is committed to sensitizing students about gender equity through the Women Development cell. Empowering girl students through physical fitness, health and menstrual hygiene have been prioritized and a sanitary napkin vending machine has been installed in the college women's toilet.

#### Human Values

Core courses in Economics such as Introductory Microeconomics, Macroeconomics, Intermediate Microeconomics, Statistical Method for Economics, Indian Economy Development Economics, DSE papers in Indian Economy, Development Economics, Indian Economic Policies integrate human values which enable the students to formulate the basic conception of Human Rights. Human values are integrated in the Early 20th century British Literature, Modern Indian writing in

English Translation and Partition Literature in CC and DSE courses foster human values. CC courses in Bengali, Education, DSE courses in Political Science, CC courses in History, Sanskrit teach different aspects of Human values and Human Rights.

### **Environment and sustainability.**

Courses included in Economics such as Public Economics, Development Economics, Indian Economy, Environmental Economics, Rural Development foster the issues of Environment and Sustainability. Green Chemistry and Chemistry of Natural Products taught in the DSE paper in Chemistry educate the students on environment and sustainability. The core courses in History, Political Science, Education, English, Bengali and Sanskrit are designed to foster environmental awareness and responsibility among the students. Critical problems of global warming, climate change, soil erosion and other environmental issues on sustainable development are incorporated within the syllabi.

The Acharya Prafulla Chandra Roy Eco club, in collaboration with the NSS, helps in spreading the message of global green environment.

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

### **1.3.2**

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

**Response:** 66.48

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

Response: 1642

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

## **1.4 Feedback System**

### **1.4.1**

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

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

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



## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1

##### Enrolment percentage

**Response:** 65.29

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

2022-23	2021-22	2020-21	2019-20	2018-19
1222	1272	1037	1012	0945

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

2022-23	2021-22	2020-21	2019-20	2018-19
1720	1720	1720	1720	1525

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

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

[View Document](#)

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

[View Document](#)

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

[View Document](#)

#### 2.1.2

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

**Response:** 33.08

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

2022-23	2021-22	2020-21	2019-20	2018-19
288	295	224	232	204

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

2022-23	2021-22	2020-21	2019-20	2018-19
769	769	769	769	681

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

## 2.2 Student Teacher Ratio

### 2.2.1

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

**Response:** 39.84

## 2.3 Teaching- Learning Process

### 2.3.1

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

**Response:**

**"Chitta yetha bhayasnunya, Uccha yetha shir..." where the mind is without fear and the head is held high...' - Rabindranath Tagore.**

The college has resorted to the widespread use of ICT tools with a view to enhance the quality of classroom teaching. Smart classrooms, Virtual classrooms and computer laboratories facilitate the experiential learning among the students. Students are provided with a Wi-Fi enabled campus, access to e-journals and e-books in a library that is fully Wi-Fi enabled. The college is a member of the N-List programme, a college component of e-shodhshindhu consortium since 2015 to provide access to e-journals and e-books.

The Research Development Cell encourages the students to test their understanding of the concepts taught in the class by organising students' seminars in their respective departments. Project papers are discussed in the tutorial classes. The Research Development Cell (RDC) also encourages the faculty members to apply for funding from the research bodies like Indian Council of Social Science Research (ICSSR).

The college has a placement cell that provides a liaison between the prospective employers and students.

Students and faculty are encouraged to use tools such as Google Docs in the case of internal assessment tests.

Add-on courses in the departments of Mathematics, English, Commerce and B. Voc. have helped the advanced learners to achieve employability at the end of or parallel to their learning process.

The college carries on Teacher-to-Peer mentoring where teachers act as mentors and counsel the students to overcome their difficulties, whether academic or non-academic.

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

## 2.4 Teacher Profile and Quality

### 2.4.1

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

**Response:** 99.67

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

2022-23	2021-22	2020-21	2019-20	2018-19
63	63	63	61	53

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

#### 2.4.2

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

**Response:** 68.87

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

2022-23	2021-22	2020-21	2019-20	2018-19
52	44	41	37	34

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	<a href="#">View Document</a>
Institution data in the prescribed format	<a href="#">View Document</a>
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

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

Nabagram Hiralal Paul College is affiliated to the University of Calcutta and is bound to follow the rules and regulations formed by the University. Within the boundaries of these rules the College ensures fair and transparent internal assessment system.

Since the introduction of the CBCS system by the University from 2018, the College follows the framework instructed by the University of Calcutta. According to this system, for non-practical based subjects 35% of marks are awarded through internal evaluation whereas 65% of marks are awarded in the end-semester exams where answer scripts are evaluated by external examiners. In practical based subjects, internal and external exams have 50% weightage of marks each.

- **Marks division for non-practical subjects: -**

Division of 35% marks allotted for internal evaluation: 10%, marks for attendance, 10%. for internal assessment (IA), 15% for tutorial examination (TU).

- **Marks division for practical based subjects: -**

Division of 50% marks allotted for internal evaluation: 10% marks for attendance, 10%. for internal assessment (IA), 30% marks for practical examination

- Students are informed about their monthly attendance after calculation by the departments at regular intervals. The mentors discuss the issues with students and suggest remedies to improve attendance.
- The College follows the directions of the university of Calcutta regarding the execution of Internal Assessment and Tutorial Assignments. The departments follow the instructions of their respective Board of Studies and arrange for written tests, group discussions. presentations, submission of projects etc.
- Apart from the University instructed systems of evaluation, the College holds regular class tests which help the students to assess their progress. Remedial classes are arranged for the benefit of the weaker students.

**Mechanism to deal with internal/external examination related grievances is transparent, time bound efficient:**

In order to ensure the transparency and efficacy of the process of continuous assessment the College follows certain measures.

- The Examination Cell of the College holds regular meetings to arrange dates, discuss evaluation process in accordance with university instructions and smooth execution of internal as well as external examinations.
- The students are informed of their faults in the internal exams so that they can rectify their mistakes in the end-semester final exams.
- The students are notified of their attendance percentage so that they can take necessary action to fulfil the university norms.
- Students are excused from appearing for the internal exams on justified medical grounds and participations in sports or extracurricular activities.
- Students are facilitated to apply for review of marks after deposition of the required University fee within the stipulated time.

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

## 2.6 Student Performance and Learning Outcomes

### 2.6.1

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

#### **Response:**

The college is affiliated to the University of Calcutta and has a semi urban hinterland. Students come from varied socio-economic backgrounds, many of them from economically weakened sections. The students are made aware of the Programme and Course outcomes from the day the Induction/Orientation Programme for the newly admitted students. The students are informed about the basics such as the facilities provided by the college such as the collection of IDs, functioning of the Library, access to yoga and NSS classes. The Programme has specific objectives and are designed to ensure that students gain certain set of skills and competence from the curriculum at the end of the semester. The programme outcome imparts knowledge, creative thinking, discipline etc.

The course outcomes are also explained by the departmental teachers in their respective

departmental classes.

The evaluation of the programme and course outcomes in Humanities, Science, Commerce and Vocational courses is done through the examination process, which adheres to the requirements of the University of Calcutta. Under the CBCS system of evaluation, a theoretical examination of 65 marks is taken by the college in which the questions are provided by the University. An internal examination having a weightage of 35 marks having the components of internal, tutorial and attendance is conducted by the college. The science departments of Physics, Chemistry, Mathematics have a similar system of internal examination of 10 and practical component having a weightage of 30, while the theory component has a weightage of 50. There are projects and dissertations including power point presentations. In the case of commerce courses, the weightage is 80 for theory and 20 for internal. The B.Voc courses have theory examination of 70 marks and tutorial and practical component of 30 marks. The system of internal assessment is continuous so that the teachers can identify the advanced and slow learners, and the students can find out the places they lag behind. Term papers, projects, students seminars provide on insight into the depth of knowledge acquired by the students.

Departmental events such as seminars and webinars (in line with the Covid Protocol), educational tours and wall magazines contribute significantly to the achievement of the programme which aim to prepare graduates ready to take on to the world.

Student progression can be used as a measure of outcomes. The placement cell exposes the students to different job opportunities, such as in the hotel industry, retail outlets, shopping malls, finance sector etc. Courses such as the spoken English classes help in providing confidence among the students to attain these outcomes. Yoga classes equip the students beyond the academic curriculum.

Students' feedback helps to reveal the issues faced by them. Redressal achieves the effective attainment of academic outcomes.

The college and departments maintain cordial relations with the alumni who share their knowledge, their experiences with the current students. They are often invited to be present in college on special occasions. All these help the college to attain the goals that have been set.

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

## 2.6.2

*Attainment of POs and COs are evaluated.*

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

**Response:**

The college is affiliated to the University of Calcutta and has a semi urban hinterland. Students come from varied socio-economic backgrounds, many of them from economically weakened sections. The students are made aware of the Programme and Course outcomes from the day the Induction/Orientation Programme for the newly admitted students. The students are informed about the basics such as the facilities provided by the college such as the collection of IDs, functioning of the Library, access to yoga and NSS classes. It is also available in the website of the college. The Programme has specific objectives and are designed to ensure that students gain certain set of skills and competence from the curriculum at the end of the semester. The programme outcome imparts knowledge, creative thinking, discipline etc.

The course outcomes are also explained by the departmental teachers in their respective departmental classes.

The evaluation of the programme and course outcomes is done through the examination process, which adheres to the requirements of the University of Calcutta. Under the CBCS system of evaluation, a theoretical examination of 65 marks is taken by the college in which the questions are provided by the University. An internal examination having a weightage of 35 marks having the components of internal, tutorial and attendance is conducted by the college. The system of internal assessment is continuous so that the teachers can identify the advanced and slow learners, and the students can find out the places they lag behind. Term papers, projects, students seminars provide an insight into the depth of knowledge acquired by the students.

Departmental events such as seminars and webinars (in line with the Covid Protocol), educational tours and wall magazines contribute significantly to the achievement of the programme which aim to prepare graduates ready to take on to the world.

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Students' feedback helps to reveal the issues faced by them. Redressal achieves the effective attainment of academic outcomes.

The college and departments maintain cordial relations with the alumni who share their knowledge, their experiences with the current students. They are often invited to be present in college on special occasions. All these help the college to attain the goals that have been set.



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

### 2.6.3

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

**Response:** 57.03

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

2022-23	2021-22	2020-21	2019-20	2018-19
226	303	472	363	189

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

2022-23	2021-22	2020-21	2019-20	2018-19
698	687	511	418	409

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

## 2.7 Student Satisfaction Survey

**2.7.1****Online student satisfaction survey regarding teaching learning process****Response:** 3.77

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

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

#### 3.1.1

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

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
000	000	000	000	000

#### File Description

#### Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

### 3.2 Innovation Ecosystem

#### 3.2.1

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

Response:

**‘Enlightenment is man’s emergence from man’s self imposed immaturity’ – Immanuel Kant.**

The college has created an ecosystem where green campus has been prioritised. An eco-friendly, green campus brings faith a sense of unity between tradition and modernity, a strong bond between environment and nature. The institution tries to inculcate the values of counselling with nature in the form of cultivating its energies, while managing waste in the process of recycling.

The college has created a rain water harvesting system, keeping in mind the each increasing demand for water. In order to replenish the loss of ground water an attempt has been made to conserve the rainwater and the run-off water from the rooftops.

A compost pit has been installed in the campus to reduce the waste of natural resources. Organic materials and wastes are left in the pit to decompose. The rich compost thus formed, may be used to improve the quality of the soil.

The college campus has been declared a plastic free campus which has created awareness among students regarding the global threat of plastic pollution.

The college has promoted a change in transportation in the form of cycling by building a green cycle stand in the campus.

The college has an Eco Club which collaborates with the NSS units of the college and undertakes the plantation programmes every year to promote the importance of biodiversity.

**Intellectual Property Rights:** The Departments of Economics and Commerce in collaboration with Internal Quality Assurance Cell (IQAC) had organised a National Level Seminar entitled, "Significance of Intellectual Property Rights in Contemporary India". The discussion generated awareness among the students to file patents in the process of transfer of knowledge.

**Indian Knowledge Systems:** The different departments in the college organize and facilitate the oral transmission of information from one generation to the next. Teachers are encouraged to take up Faculty Development programmes, faculty exchange programmes, and educational trips. Collaborative academic activities such as seminars have been conducted by certain departments. Cultural events such as Fresher's welcome, celebration of important Days Independence Day, Republic Day are organized which would help to propagate ancient Indian culture and heritage. The InFLIBnet provides sample resources for the benefit of the academic community.

The college has a Research and Development Cell which was earlier known as the Seminar and Research cell and Journal sub-committee which took initiatives to create and transfer knowledge. The faculty are encouraged to apply for various fellowships including the Faculty Development programme (FDP) of the UGC to complete their research (Ph.D.). Teachers are also motivated to participate in seminars and workshops in other academic institutions. The faculty are encouraged to publish in different journals with ISSN in UGC care. The Faculty have books with ISBN.

Students are motivated to put up wall magazines and also publish a college magazine called "Ujjiban".

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

**3.2.2**

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

**Response:** 31

**3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
14	5	5	5	2

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

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

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

**Response:** 0.5

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

2022-23	2021-22	2020-21	2019-20	2018-19
12	4	8	4	4

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

### 3.3.2

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

**Response:** 0.41

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

2022-23	2021-22	2020-21	2019-20	2018-19
5	7	6	4	4

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

## 3.4 Extension Activities

### 3.4.1

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

**Response:**

The college, through its departments, NSS, Cultural subcommittee and Eco-Club gets engaged in several outreach initiatives in the local community to generate social awareness and contribute to the holistic development of students.

**Community Service Projects:** NSS volunteers coordinate community service initiatives in neighbourhood community housed by the underprivileged population and take up clean-up drives, anti-drug campaigns, literacy drive, health check-up, eye check-up and blood donation camps in association with different NGOs, renowned hospitals and other organizations.

**Awareness Campaigns:** The institution sponsors programs to raise public awareness on a range of social concerns like mental health, yoga and meditation, environmental sustainability, and gender sensitization through celebration of Communal Harmony week, tree plantation day, Earth Day, World Environment Day, International Girl Child day, ban plastic campaign, Water Preservation Campaign, International Mother Language Day, Red Ribbon Awareness Programme etc.

**Workshops:** Workshops are held on subjects including Employability Skill Development, Social Awareness, Health Awareness, Community Development, Human Rights etc.

**Cultural Events:** The annual Cultural Festival is organized by the student council to motivate the students to generate cultural awareness among them. The college organizes an annual prize distribution ceremony to felicitate those who secured highest marks in each department and games & sports.

**Philanthropic Activities:** The organization frequently plans fundraising activities for charitable purposes such as impoverished children's education, extending helping hands to the orphans in an orphanage at Nabagram and healthcare for the needy (during Covid), conducting Covid Vaccination camps. Faculties, staff and students enthusiastically take part in the well-being of the neighbourhood of the college.

**Certificate/ Add on Courses:** Certificate Courses on Yoga is introduced for the physical and mental well-being of the students.

**Outcome:**

Community service enables them to increase their duties and responsibilities to society and cultivate compassion for the needy. The students of different departments gain knowledge of societal problems and also engage with the community to spread awareness. Interaction during the workshops helps the students to understand their part in fostering a better society. They also learn essential skills such as leadership, teamwork, and communication. Cultural events assist the pupils in understanding the community's diversity and fostering intercultural competence. Grow a feeling of pride and reverence for their local heritage. Prize distribution ceremony each year encourages the successful students. The Certificate Course on Yoga makes the students to be self-reliant and self-confident.

### Impact

The impacts of these extension activities are significant. Students develop a deeper sense of social responsibility and become active citizens. Covid affected local poor inhabitants got relief in this concern. Students learn more about the social problems impacting their neighbourhood and seek to develop solutions. They also learn vital life skills through these activities, such as empathy, teamwork, and leadership, which they may use in both their personal and professional lives. Additionally, it promotes the institution's values of social responsibility and helps to build a positive image of the organization in the community and sense of duty towards one's own family.

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

### 3.4.2

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

##### Response:

The College received various appreciations from the Government of West Bengal; University of Calcutta; Amity University Kolkata; KIIT University, Bhubaneswar, Odisha; government recognized bodied and also from other recognized national and international organizations in terms of extension activities. Faculty members were recognized for their contribution to the society at large by several prestigious organizations. Our students received national as well as international awards medals for their outstanding performance in sports.

##### Institutional Awards:

- The “**SKILL DEVELOPMENT LEADERSHIP AWARDS**” on 15th February, 2024 presented by World HRD Congress, Taj Lands End, Mumbai.



**Principal's Awards:**

- The **“GOLDEN AIM AWARDS”** on 8th April, 2021 presented by DYNERGIC Business Solution.

**Faculty Awards:**

- Dr. Soma Ray Choudhury received **“Certificate of Appreciation”** in the year of 2022 presented by Amity University, Kolkata.

**Students Awards:**

- The students of our college received prestigious national and international awards for their outstanding performances in sports.

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

**3.4.3**

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

**Response:** 21

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

2022-23	2021-22	2020-21	2019-20	2018-19
06	04	00	05	06

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

### 3.5 Collaboration

#### 3.5.1

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

**Response:** 13

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

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

#### 4.1.1

The Institution has adequate infrastructure and other facilities for,

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

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

Response:

**'Education is what remains after one has forgotten what one has learned in school' – Albert Einstein.**

Our college campus covers a 10,368.05 sq. meter area, at present building area covers 6,912.03 sq. meter. Building area is subdivided into three different blocks. **Block A-Hiralal Paul Bhavan, Block B-Satyajit Roy Bhavan** and **Block C- Vidhyasagar Prasasanik Bhvan.** Block A is a two storied building and it is used exclusively for different Classes for UG and PG level. In Ground floor there are Sports Room, Girls' Common room, Students' Union Room, Science computer Laboratory, Chemistry Laboratory, Physics Laboratory and 15 number of class rooms. In second floor there are Commerce Computer Laboratory, 17 number of Class rooms, Bengali PG Centre, Examination Cell and Teachers' room. In Block B, there is Satyajit Ray Auditorium (Ground Floor) and Central Library (First Floor). Block C is also two storied building. In Ground Floor there are Students' canteen, Record Room, NSOU Study Centre, B.Voc Department and Class Room. In the second floor of Block C, there are Principal's Chamber, Bursar's Room, Conference Room, Office Room (Head Clerk' room, Cashier Room, Accountant's room and other) IQAC Cell, office pantry attached with two Toilets.

All class rooms are well lighted, airy with sufficient lights and fans and sitting arrangement is well-furnished. All the departments have their own departmental seminar library. There is uninterrupted electricity back up at all the buildings.

Effective and efficient communication is made by good quality public addressing system (in Block A and Block C).

College provides following Infrastructural and Teaching Learning Facilities:

- Class rooms are well ventilated and there are four (4) well equipped Laboratories in Block
- One AC smart class room and 3 class rooms are equipped with overhead projector facility.
- There are 29,395 books (including UG and PG level) and above 6000+ E-Journal (N-LIST) in College Central Library.
- There are adequate computer and internet facilities for academic, administrative and official purpose.
- Staff room, Conference room, Principal's room, office and also campus is Wi-fi free.

- Reprographic facilities are available at staff room, Principal’s room and general office.
- One well maintained playground and there are indoor and out door game facilities in college campus.
- CCTV Camera for all around surveillance of the campus with a display at the principal’s chamber.
- In Satyajit Ray Auditorium the sitting capacity is of 200 with good quality audio system and overhead projector facility. The Auditorium is fully airconditioned.
- Computer Laboratory is used also as virtual class room with wi-fi and overhead projector facilities.
- In the College Campus there is Parking place for college staff and also green cycle Stand for general students.
- For physical fitness facilities there is Gymnasium and Yoga Centre.
- Compost fertiliser plant and Rain Water Harvesting system are in the college.
- Medicinal Plant Garden, Flower Garden and Fruits Trees are at College Campus.
- There is another two Laboratories for B.VoC Course ( Hospitality and Retail Management)
- There is Security Room in the College campus.
- Sanitary Napkin Vending Machine has installed for Girls’ Students.
- College has “Jalchtra” with aqua guard and a smart toilet for general Students.

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

**4.1.2**

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

**Response:** 41.6

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

2022-23	2021-22	2020-21	2019-20	2018-19
76.32	28.58	50.88	43.35	66.39

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

## 4.2 Library as a Learning Resource

### 4.2.1

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

#### Response:

The central Library is located first floor of the College Library Building holds a resourceful collection comprising of latest and syllabus relevant books. The library has a stack room and a well furnished Reading room, containing different types of reference books.

Inside the stack room, the books are arranged according to **Dewey Decimal Classification Scheme**. Proper stack guides and bay guides have been provided so that the user does not feel lost amidst many books on various subjects. Within the reading room, there is a **'Periodical Section'**, where magazines and periodicals are displayed and **'New arrival section'** to display newly purchased books and displayed to catch the attention of the library users. There are separate **'Teachers Reading and computer section'** and **'students computers section'**. There is a baggage counter for keeping personal belongings. The Reading Room provides a perfect ambience for self study. Library is automated using **ILMS Koha Software (Version 3.16)** which was installed in 2016.

Recently the software has been upgraded to version 22.05 and the same has been cloud hosted in 2023.

The entire Library Collection is entered into the database and bar-coding of the Library books was completed by the session 2022 - 2023.

Automated circulation services were introduced. Members were issued barcode library cards. Separate book issue register and daily attendance register has been maintained regularly. Daily circulation statistics report are generated from Koha.

Library is enabled with LAN, Internet connectivity and WI-FI system.

The college is a member of the N-LIST programme, a college component of e-shodhshindhu consortium since 2015 to provide access to e-journals and e-books. Apart from it, link of open access, e-journals, e-books and other resources are listed in college website for greater use of students.

Library follows Open Access System. Stock verification of books are done regularly.

Our library also provides reprographic service for benefit of students at subsidized rates.

University Question Papers have been scanned and are available from the institutional website. Library provides OPAC services which enabled members to search the library catalogue within the library as well as outside the library at anytime, anywhere.

The library provides career-oriented study materials. Special collection are the books of Ramayana, Mahabharata, Sacred books of the east, Swami Vivekananda, Rabindranath Tagore etc.

Library Orientation Programme are conducted regularly to guide the users properly so that the right book reaches the right user at right time.

The Library sub-committee acts as an advisory body and helps in decision making regarding collection development and quality enhancement of library services. The library staffs are always available at the circulation desk. They carry on their duties with dedication to provide better services to members.

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

### 4.3 IT Infrastructure

#### 4.3.1

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

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

**Response:**

The Nabagram Hiralal Paul College is one of the well-established colleges in the Hooghly District. The college has adequate facilities for teaching-learning. viz., classrooms, laboratories, computing equipment, etc. College uses Information and Communication Technology (ICT) in education to support and improve the quality of education. The teachers are combining technology with traditional modes of instruction to engage students in long-term effective learning. The college has two well-equipped and

well-managed Computer Laboratories. The desktops and laptops are used for various academic and administrative purposes of the institution. Desktops and laptops are used by faculty members and students for academic activities in the classroom, laboratory work, library, and also for official purposes. The machines and programs are continually upgraded to ensure that they are configured in the most up-to-date version for working purposes. Wi-Fi is extended throughout the campus. All the computers are connected to LAN (wired/wireless).

Based on the current student strength, there are presently 114 laptops and desktop computers in the college, 93 of which are dedicated for student usage, 21 for office use, and other uses, and it costs about Rs. 8,89,070.00/. Computer installation details and distribution details for students, administration, or office are as follows:

- A total of sixty-seven computers are provided for student usage to the various departments for laboratory work, with three computers being provided to chemistry, three computers to physics, twenty-five computers to science, and thirty-six computers to commerce departments.
- For academic purposes, twenty-six computers are allotted to the Bengali post-graduation department, B.Voc., library, and other departments for students' use.
- Also, thirteen computers are allotted for different office purposes like accounts, bursar room, principal room, teacher council, head-clerk room, registration purposes, etc.
- Other institution-related work such as Internal Quality Assurance Cell (IQAC), Netaji Subhas Open University (NSOU) study centre, auditorium, National Service Scheme (NSS), library work, student union, etc., eight computers are allotted.

The college has invested continuously over the past 5 years to ensure the effectiveness of the teaching-learning process. Thus, our college has adequate infrastructure which ensures the student has access to relevant facilities so they can excel in their academic pursuits and reach the requisite learning outcomes.

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

#### 4.3.2

##### Student – Computer ratio (Data for the latest completed academic year)

**Response:** 29.76

##### 4.3.2.1 Number of computers available for students usage during the latest completed academic year:

**Response:** 83

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

#### 4.4 Maintenance of Campus Infrastructure

##### 4.4.1

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

**Response:** 0.16

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

2022-23	2021-22	2020-21	2019-20	2018-19
0.67	0	0	0.11	0.23

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



## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1

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

**Response:** 77.31

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

2022-23	2021-22	2020-21	2019-20	2018-19
910	2983	2235	2164	225

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	<a href="#">View Document</a>
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	<a href="#">View Document</a>
Upload policy document of the HEI for award of scholarship and freeships.	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

#### 5.1.2

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

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

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

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

### 5.1.3

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

**Response:** 1.67

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

2022-23	2021-22	2020-21	2019-20	2018-19
75	64	0	23	22

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

### 5.1.4

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

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

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

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

## 5.2 Student Progression

### 5.2.1

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

**Response:** 11.46

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

2022-23	2021-22	2020-21	2019-20	2018-19
50	54	55	10	9

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

2022-23	2021-22	2020-21	2019-20	2018-19
226	303	472	363	189

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

### 5.2.2

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

**Response:** 0.07

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	01	0	0	0

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

## 5.3 Student Participation and Activities

**5.3.1**

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

**Response:** 12

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

2022-23	2021-22	2020-21	2019-20	2018-19
7	2	1	1	1

**File Description****Document**

Upload supporting document

[View Document](#)

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

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

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

[View Document](#)

**5.3.2**

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

**Response:** 4.2

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

2022-23	2021-22	2020-21	2019-20	2018-19
7	2	0	4	8

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

**Response:**

**'By education I mean all round drawing out of the best in Childs' body mind and spirit' – Mahatma Gandhi.**

Alumni network has a real-life benefit for current students. Alumni also donate their valuable time to offer career support to current students. This enhances the students' experience and give them that competitive edge in today's tough job market. The alumni network of a college is one of the sources of placement opportunities to the students. Alumni can help students get placed at their respective organizations.

Alumni can play an active role in voluntary programs like mentoring students in their areas of expertise. They also play a significant role in contributing scholarships to deserving students. Alumni get in touch with students and share their expertise and best practices in a given field.

One of the primary benefits of alumni associations is their ability to bridge the gap between academia and industry. By maintaining strong ties with their alma maters, alumni can facilitate internships and placements for present students, allowing them to gain real-world experience and industry exposure.

Alumni Associations offer an avenue for institutions to engage in meaningful community outreach. Alumni, motivated by a desire to serve the underprivileged, can collaborate with their alma maters to address social issue and make a positive impact.

Alumni associations play a significant role in the growth and development of educational institutions through their financial and other support services. It is essential for educational institutions to cultivate strong relationships with their alumni and encourage their continued engagement and support.

The Alumni Association of our College contributes significantly to the development of the institution. Alumni Association is the mirror of the college, reflecting the professional and personal achievement of the students. The number of registered Alumni presently stands at 100 (approx).

**Vision:** Alumni association aims to create a beneficial and influential bridge between present students and Alumnae.

**Mission:**

1. To promote exchange of academic and other experiences with the present students.
2. To advice and conduct activities motivating skill, entrepreneurship of the students.
3. To provide career guidance to present students by notable alumni.

The Alumni Association organizes reunions of ex-students; arranges for cultural programs, and collaborates with NSS in participation and contribution in social activities. Distinguished Alumni members regularly share their expertise on key development areas such as soft skill development, career growth, etc. and are actively involved in advising the Placement Cell of the college. Some of our Alumnae works as SACT and NTS in our college.

Some of the salient activities of the Alumni Association are:

1. Donation of books to the poor and backward students;
2. Active participation in different medical service programme.
3. Active participation in Cultural programmes.
4. Career counselling, resume reviews, and job search assistance that aid students and recent graduates in their professional pursuits.
5. Some of our Alumnae works as teachers in our college. Most of them take important role in administrative support services, like creating and uploading official data, (academic and cultural).

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

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1

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

#### Response:

The vision of the college encapsulates in the Upanishadic Principle.

“Tejasvi navadhitamastu. Ma Vidvisavahai” – May our study be full to us of light and power. May we never hate.

The goals of the institution have alignment with the National Education Policy -2020 for imparting skill components by developing a self-reliant India Atmanirbhar Bharat.

- The college endeavors to cater to the educational, social, cultural, and economic needs of the students.
- The different policies are executed with the direct supervision of the Governing Body-the apex administrative body of the college.
- The statutory Teachers' Council helps in the smooth functioning of the college in academic and other matters.

Perspective plan towards accomplishing the Vision and Mission.

- With the advent of National Education Policy (NEP-2020), the College is deliberating on its reforms and policies and implement the same through the institutional strategies and plans.
- Introduction of some short-term Certificate / add on / value added courses on skill based education and training.
- To upgrade the laboratory, library
- Encouragement of the students to participate in various co-curriculum and extracurricular activities and career awareness programmes for students' progression.
- To ensure more transparency and credibility in the assessment of students and in academic administration.
- The feedback from all the stakeholders-students, guardians, alumnae, teachers and members of non-teaching needs to be strengthened.

### Decentralization and Participatory Management.

- With a view to ensuring best practices in governance and management, the Internal Quality Assurance Cell (IQAC) plays a vital and significant role and oversees all institutional activities organized under its aegis.
- Vibrant and effective leadership is visible in all pursuits of academic and administrative set ups.



The adoption of decentralized and participative management are aptly practiced to facilitate a faster decision making process. viz.

Engaging and designating a head of the department or a department in-charge as the case may be rotationally for a period of two years for each department aims at interfacing with the college administration and stakeholders of the department.

- The college has as many as 15 sub-committees and 05 cells committed to undergo some co-curricular activities considered to be an integral component of the academic enterprises and personality development of the students.
- The college organizes an Orientation programme to familiarize the newly admitted students with the course curriculum framework, syllabi and the academic and overall administrative management of the college.
- The college sets up specialized Admission Committee headed by a convener assisted and coacted by assistant conveners from all the streams humanities, Science and Commerce.
- Grievance Redress Committee works around the year to address the students' related issues.

The statutory well-defined and robust organizational structure of the college emphasize and highlights that decentralization and the participatory management are considered to be the core Principle of the holistic functioning of the college. The governance and leadership of the college has a well-defined culture of decentralization and participative management as it is firmly of the opinion that holistic development of all its stakeholders ought to be its cardinal objectives.

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

## 6.2 Strategy Development and Deployment

### 6.2.1

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

#### Response:

The service rules adhered to by the college is in accordance with the guidelines as framed by the University Grants Commission, mandated by the Ministry of Human Resource Development, Acts and statues of the University of Calcutta and the Higher Education Directorate, Government of West Bengal.

- Posts of teaching and non-teaching staff are created by the Government of West Bengal.
- Roaster of appointments (ROA) is authenticated by the Backward Classes Welfare Department (BCWD), Government of West Bengal in accordance with the 100-point roaster of appointment.

- Requisitions for recommending the eligible candidates are made to the West Bengal College Service Commission(WBCSC).
- The appointment policy of the permanent Teachers on substantive posts is guided and followed by the rules accredited by the UGC.
- Recommendations received from The WBCSC in accordance with the West Bengal College Service Commission Act, 1978 with amendments made update and the rules made thereunder.
- Recommendations are approved by the Governing Body
- Letters of appointment issued to the recommended candidates.
- Joining of the incumbent teachers.
- Joining is confirmed by the Governing Body
- Scales of Pay are fixed by the Education Directorate, Government of West Bengal.
- Confirmation of service is made by the Governing Body after one year of probationary period.

Sometimes transfer of services are allowed by the Department of Higher Education, Government of West Bengal.

- The Teachers' Council, Academic Sub-Committee in particular and the Internal Quality Assurance Cell (IQAC) is general take the academic initiatives which are implemented through rigorous planning.
- **The Governing Body (GB) :** The Governing Body being the apex administrative body, is responsible for the operation and transactions of all the institutional business – its finance and accounts, human resource, educational and research activities. The Governing Body formulates and adopts policies and make deliberations on the academic, administrative and financial matters for the future that guides the college to serve it stakeholders in accordance with the mission statements of the institution.
- **Internal Quality Assurance Cell :** The IQAC of the college takes the responsibilities for the development of quality culture in the institution. It act as a nodal agency between the Governing Body in general and the Principal in particular for development and application of benchmarks/parameters for various academic and administrative activities of the college through effective assessment of students. It also builds an organized methodology of documentation and internal communication.
- **Finance Sub-Committee :** The Finance Sub-Committee is formed in pursuance of the statute 97(3) of the University of Calcutta and is entrusted with the protection and renewing and mobilizing the college's resources and assisting the administration to fulfill its financial responsibilities. The FC prepares and reviews the budget proposal under the direct supervision of the Bursar and the Principal which is forwarded to the Governing Body for final approval and implementation.
- **Teachers' Council (TC) :** The TC in collaboration and consultation with the Academic Sub-Committee is responsible for the maintenance of standards of education ambience, teaching and

training, inter departmental coordination, research, examinations and the welfare measures for member Teachers.

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

### 6.2.2

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

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

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

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

## 6.3 Faculty Empowerment Strategies

### 6.3.1

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

**Response:**

***‘Education is the manifestation of the perfection already in man’ – Swami Vivekananda***

**Performance appraisal system for teachers :**

- Teachers appointed on substantive posts have to undergo appraisal system on three aspects.
- Career Advancement scheme (CAS) following the revised Pay structure as prescribed by the UGC
- 360 Degree Teachers’ performance Appraisal
- Teachers’ Diary

The performance of the faculty members are assessed by adhering to the Annual Self-Assessment for the performance based Appraisal System (PBAS) checked and validated by the coordinator, IQAC and the Principal as well.

Promotion under Career Advancement Scheme (CAS) of the faculty members are awarded based on the Academic Performance Indicators (API) score. Besides, the faculty members are assigned some academic and administrative duties and responsibilities to perform and they are accorded appropriate weightage for the performances in their overall assessments.

**For members of Non-Teaching :**

- Members of the non-teaching staff have to undergo assessment through annual performance appraisal. Appraisal of the members of the non-teaching staff is undertaken by the Principal in assistance with the Bursar of the college and the same is being monitored by the head clerk. Librarian assesses the performance of the Library staff. The Principal meets the members of non-teaching staff regularly. On the satisfactory performance of the members of non-teaching staff the proposal for their promotion under CAS after 10 and 20 years of service is forwarded to the Education Directorate for necessary approval as per Govt. orders.

The College adopts the following effective welfare measures for the teaching and the members of non-teaching staff.

- **Financial**
- Financial assistance is provided to the teachers and members on non-teaching staff for attending conferences/seminars/workshops/FDP
- Loan facilities from Provident Fund contribution as per Government rules.
- Financial incentives /advances for the teachers and members of non-teaching staff for major festivities.
- West Bengal Health Schemes (WBHS)

### Professional Development

- Permission is duly accorded for participation in the Orientation programmes, Refresher Courses (OP & RC), short term courses to the faculty members for the career advancement and professional development.
- Study Leave is granted as per the Government rules and University statutes.
- Information and communication Technology (ICT) facilities
- Wi-Fi enabled college campus.
- The College provides infrastructural support in the laboratories of the Science stream.
- Desktop facilities and photocopier are provided to the Teachers' lounge.
- Overhead Projectors for ICT enabled class rooms
- A state of the art multipurpose Satyajit Ray Auditorium

### General support Facilities :

- The college is equipped with modern infrastructure such as air-conditioned office of the Principal and the Teachers' lounge with separate pantries for the Teachers and members of non-teaching staff.
- RO purified drinking water and well maintained wash rooms.
- Nutritious and hygienic foods are served in the college canteen.
- A state of the art gymnasium is provided for the students, staff and faculty members.
- Identity cards for all the staff.
- Annual Picnic is organized for both the faculty members and members of non-teaching staff with their families.
- Round the clock power back up through green power generator.

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

### 6.3.2

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

**Response:** 4.97

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

2022-23	2021-22	2020-21	2019-20	2018-19
1	3	8	2	1

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

**6.3.3**

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

**Response:** 13.35

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

2022-23	2021-22	2020-21	2019-20	2018-19
5	13	19	8	4

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

2022-23	2021-22	2020-21	2019-20	2018-19
13	13	13	13	13

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

## 6.4 Financial Management and Resource Mobilization

### 6.4.1

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

#### Response:

The college carries out its financial strategies through mobilization and utilization of funds under the supervision of the Finance Sub-Committee constituted by the members of the Governing Body in General and the Bursar in particular .

- Proposals placed, approval sought and fund allotted
- Requisitions asked from the departments

- Tenders / Quotations invited
- Recommendations of the purchase /tender committee
- Approval made by the Finance Sub-Committee
- Final approval accorded by the Governing Body
- Issue of work orders

### **Resources of Fund**

- Department of Higher Education, Government of West Bengal
  - University Grants Commission
  - Zilla Parishad
  - College Fund
- 
- The Finance Sub-committee holds its meeting at least six times a year to examine the accounts and to make scrutiny proposals for expenditure and ensure transparency through internal and external audits.
  - Consideration of the annual accounts and financial estimate of the college and to prepare the budget and revised estimates to the Governing Body for approval.
  - Limitation of total recurring and non-recurring expenditure of the financial year based on the resource of fund.
  - Utilization of the grants received from the Government agencies.
  - College fund is utilized for development and maintenance activities of academic and physical infrastructure.

### **Following heads of accounts are identified to utilize the fund potential of the college.**

- Certificate courses
- Holding Seminars / Webinars / Works shops
- Additional Laboratory support by setting up of instrumentation room and engagement of contingent staff.
- Regular sanitization of the college during Covid – 19 pandemic.
- Development of augmentation and maintenance of physical facilities.

The annual statement of income and expenditure (Audit) is aimed at reviewing as to whether the process of financial systems is in tune of the extant rules and regulations. The auditors recommend some rectifications and revisions if found unsatisfactory, at par with the prevalent best practices among the



higher education institutions.

- The auditors appointed by the Education Directorate make financial operations transparent and objectively defined. Budgetary compliances help financial management to ensure accountability.
- Various programmes designed and based on the software systems as part of e-governance are used for maintaining financial transparency and accountability.
- The heads of the different Science stream look after the stock entries and the librarian supervise the Library stock with the support staff respectively.
- Income Tax Returns (ITR) are submitted within the stipulated filing period.
- All the reports of the financial matters are placed before the Finance Sub-Committee and finally get endorsed by the Governing Body.

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

## 6.5 Internal Quality Assurance System

### 6.5.1

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

#### **Response:**

Nabagram Hiralal Paul College has a robust and well-orchestrated Internal Quality Assurance Cell (IQAC) which has made significant contributions towards institutionalizing the Quality Assurance strategies under the following process :

- Maintaining the follow up of the University regulations, curricula and syllabi as designed by the University, Course Outcomes (CO), Programme Outcome (PO), Choice Based Credit System (CBCS), mentoring, tutorial classes, participation in the National Institutional Ranking Framework (NIFR) and carrying out All India Survey on Higher Education (AISHE)
- Development of strategies and applications of Quality bench marks / parameters for different academic and administrative activities of the institution.

- Conducting the Induction programme before the commencement of 1st semester classes.
- Regular online interaction with the stakeholders during the pandemic period for smooth running of academic activities and administrative business of the college.
- Supervision and monitoring the inter departmental seminars on Quality augmentation, Faculty Exchange Programmes and internships of the students.
- Preparation and submission of the Annual Quality Assurance Report (AQAR) as per the NAAC guidelines.
- Supervision of the internal examinations in assistance with the college Examination Cell.
- Promotion of the faculty members under Career Assessment Scheme (CAS) – preparation of the relevant documents as per the guidelines of the UGC.
- Members of the IQAC happen to communicate with the under Graduate Board of Studies (UGBOS), the University of Calcutta to attend the workshops so as to deliberate on and incorporate modifications in the different curricula and syllabi in accordance with the Choice Based Credit System(CBCS) and Course Curriculum Framework (CCF) in line with the implementation of the NEP 2020.
- To make arrangement for the carrying out of Green Audit & Energy Audit by a team of auditors consisting of the external members of expertise.
- The role of the IQAC is very pivotal during the Academic and Administrative Audit (AAA). The team of auditors hailing from the different academic disciplines and administrators.

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

### 6.5.2

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

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

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

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

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1

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

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

**Response:**

**‘Gravity explains the motions of the planets, but it can’t explain who sets the planets in motion’ – Sri Isaac Newton.**

Nabagram Hiralal Paul College has been providing adequate facilities for enabling consciousness and sensitization towards gender equality through a number of activities. The college strives to provide equitable education opportunities to the students of all the sexes irrespective of their socioeconomic or cultural roots. Nabagram Hiralal Paul College is committed to creating an inclusive culture through its systematic approach towards gender sensitization and equity.

- The college has duly constituted Internal complaints committee (ICC) that regularly conducts awareness programs besides redressed of complaints from all the stakeholders.
- The college is committed to promoting gender equality by providing a safe and secure campus. State of the art surveillance infrastructure through the operation of 40 Close Circuit Television (CCTVs) and round the clock security personal are deployed.
- The college offers a Yoga and self-defense course for physical and mental residency of students.
- With its two units, the National Service Scheme (NSS) of the college involves students in inculcating discipline and collective responsibility.
- The Annual sports is held every year to inculcate the value of sportsmanship and performing the spirit of extracurricular activities.
- The SC, ST, OBC and Minority cells are in place to provide fees concession and to promote for availing of the various scholarships and stipends offered by the Government and Non-government agencies.
- The psychological counseling cell is operational and under the studentship of the faculty of the department of psychology is offers counseling on academic challenges, career related issues, personal issues, stress management.

Nabagram Hiralal Paul College promotes national ethos, environmental awareness, human values and the Indian heritage and culture by celebrating commemorative days and festival throughout the year:

- Internation Yoga Day
- World AIDS Day or Red Ribbon Day
- Independence Day
- Republic Day
- Netaji Birth Day or Jatiya Parikrama Divas

- Gandhi Jayanti
- Jatiya Yuva Divas or Vivek Jayanti
- Worlds Environment Day
- College Foundation Day / Hiralal Paul Memorial Lecture
- International Mother Language Day.

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

### 7.1.2

**The Institution has facilities and initiatives for**

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

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

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

### 7.1.3

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

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

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

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

#### 7.1.4

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

**Response:**

As per Calcutta University admission guidelines, Nabagram Hiralal Paul College admits students from different linguistic diversity.

College undertakes various initiatives like remedial, counselling, and organising workshops and seminars, to raise awareness about equity and equality.

Numerous scholarships and endowments, combining need and merit criteria, are available to students. Students receive either complete or partial fee waivers based on their parents' annual income. Additionally, the College Fund for Needy Students offers financial assistance, with a significant portion contributed by college faculty members.

Promoting inclusivity as its core value, College creates an enabling environment for students through a robust and structured **mentor-mentee** system providing academic guidance, career counselling, and ensuring their mental well-being.

College students apart by adopting a comprehensive policy fostering an inclusive environment of culture that encourages individuals from diverse sections to come together on the following areas of college life.

\* Women Development Cell promotes gender empowerment and sensitization.

\* The college has always promoted the goal of building itself as a center of learning where students from all walks of life can have access to higher education and thereby contribute to nation-building.

\* The SC/ST and OBC of the college runs continuous programs fostering inclusivity. The College actively invites students from varied cultural, linguistic and religious backgrounds to participate in the observance of national events like the Independence Day and Republic Day. These events provide a chance for the students to showcase their cultural history and build a sense of solidarity and respect. Over and above. The volunteers of the NSS units arrange programs that promote unity and solidarity among the students.

- In recognition of the importance of equal opportunity the college offers and facilitate scholarships, stipends and financial aids to almost all the students hailing from the different socio-economic backgrounds. This unique effort not only celebrates diversity but also develop a spirit of inclusiveness and appreciation for diverse cultures.

- The college undertakes mentorship and Internship focusing on the academic betterment of the slow learners and to create employability.

- Various addon / certificate courses are run by the different departments of the college.

- Some other programs organized by the college include Blood donation camp organized by the students union.

- Celebration of the International Mother Language Day every year for the creation of awareness about mother language of each linguistic community.

- Celebration of the International Yoga Day-21st June

- The students' Union Welcomes the newly enrolled students by an event namely Freshers' Welcome.

- Students Union cerebrate Teachers' Day on 5th September every year to create awareness and spread the sense of respectfulness among the students in general.

- Annual cultural festivity is organized by the students' Union of the college every year.

In conclusion, College has adopted a comprehensive policy aiming at establishing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and sensitization of students and employees of the college.

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

## 7.2 Best Practices

### 7.2.1

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

**Response:**

**Best Practices1.:**

<b>1. Title of the Practice</b>	360-degree Appraisal of Teachers (Joy of Serving)
<b>1. Objectives of the Practice</b>	<ul style="list-style-type: none"> <li>• A 360 degree feedback is known as multi rater feedback process.</li> <li>• Through this process employer evaluators employees performance from as many as sources possible.</li> <li>• The college has developed this anonymous employee performance review better known as 360-appraisal system.</li> <li>• To monitor the scope, strength and weakness of the teachers for qualitative development.</li> </ul>
<b>1. Duration (year of Inception or discontinuation)</b>	This best practice was introduced from the academic session 2018-2019 and the practice is still continuing.

<b>1. The context</b>	<ul style="list-style-type: none"> <li>• The process of completing 360-degree feedback provides rater with greater insight.</li> <li>• Formulation of their own exception and achievement of success.</li> <li>• Self appraisal</li> <li>• Appraisal of the Principal / authority</li> </ul>
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	<ul style="list-style-type: none"> <li>• Appraisal of the students on the teachers.</li> <li>• Peer appraisal.</li> </ul>
<b>1. The Practice</b>	<ul style="list-style-type: none"> <li>• A unique way of exchanging its view points and information among all the stakeholders.</li> </ul>
<b>1. Evidence of success</b>	<ul style="list-style-type: none"> <li>• A major section of students actively and enthusiastically participated in the appraisal system.</li> <li>• The appraisal ultimately resulted in an overall performance of the teachers.</li> <li>• When initiated and implemented 360-degree feedback system it facilitated an affirmative change among the teachers.</li> <li>• With the improvement of the work-relationship, an increase in delivering their duties was visibly noticed among the faculty members.</li> <li>• It opens up an academic and administrative environment considered to be rich in teaching-learning and enhancement in efficiency.</li> <li>• It spreads out multifaceted channels of communication with the learners which ultimately widens the scope of work and allows the problems to be addressed and resolved.</li> </ul>
<b>1. Problems encountered and Resources required.</b>	<ul style="list-style-type: none"> <li>• The college in general and the principal in particular happened to face initial challenges in garnering active participation from all the faculty members.</li> <li>• Time constraints: Teachers have busy schedules making it challenging to find time for feedback sessions, if they perceive it as low priority.</li> <li>• Subjectivity: Feedback can be subjective, influenced by personal biases.</li> <li>• Power dynamics: The hierarchical relationship between the faculty members and the principal can hinder from expressing open communication.</li> <li>• With a view to addressing these problems encountered required setting up a cell/committee that fostered a genuine commitment to act on the feedback received, if necessary ensuring anonymity.</li> </ul>
<b>1. Notes :</b>	<ul style="list-style-type: none"> <li>• It will be good if other institutions of higher education can adopt and implement this best</li> </ul>

practice.

- It helps to bridge the hierarchical administrative gap between the faculty members and the Principal.

## Best Practice2.

<b>1. Title of the Practice</b>	Skill Development (Employability Focus)
<b>1. Duration (year of inception or discontinuation)</b>	<ul style="list-style-type: none"> <li>• Academic session 2018-2019</li> <li>• Yes, the practice is still continuing</li> </ul>
<b>1. Objectives of the Practice</b>	<ul style="list-style-type: none"> <li>• To ensure that the curriculum is aligned with industry requirements</li> <li>• Providing students with practical skills and knowledge relevant to their chosen vocation.</li> <li>• Incorporation of the hands-on-training internships and industry projects.</li> <li>• Development of practical skills coupled with theoretical knowledge.</li> <li>• Making education relevant and to create industry fit skilled workforce.</li> <li>• To expand the scope of vertical mobility to the students admitted into the degree program.</li> </ul>
<b>1. The context :</b>	<ul style="list-style-type: none"> <li>• Skills and knowledge are the driving forces of economic growth and social development for India.</li> <li>• Presently, the country faces a demand supply mismatch.</li> <li>• The economy needs more skilled workforce than is available.</li> <li>• In the broad spectrum of higher education knowledge and skills are required for diverse forms of employment in the sectors of education, health care, manufacturing and services.</li> </ul>
<b>1. The Practice :</b>	<ul style="list-style-type: none"> <li>• Curriculum alignment</li> <li>• Skill Development</li> <li>• Continuous improvement</li> <li>• Employability focus</li> <li>• Student support services.</li> <li>• Vertical expansion of the skill</li> </ul>

<p><b>1. Evidence of success provide the evidence of success such as performance against targets and bench marks, review / results. What do these results indicate?</b></p>	<ul style="list-style-type: none"> <li>• Pushing the vocational education on even a larger scale.</li> <li>• Offered counselling, career guidance and placement assistance after completing their B.VOC. program.</li> <li>• Adhering to this best practice ensured that the students would meet the rigorous standards as set by the job market.</li> <li>• The practice designed the courses with a focus on enhancing students' employability.</li> <li>• The practice has set a standardized, consistent, nationally acceptable outcomes of training across the country through a uniform quality assurance framework.</li> <li>• The multiple entry and exit enables learners to seek employment after any level of award.</li> </ul>
<p><b>1. Problems encountered and Resources Required.</b></p>	<ul style="list-style-type: none"> <li>• Initially to introduce and run the practice for setting up the State-of-the art infrastructure and facilities including laboratories, workshops and industry tie-ups adequate resources of fund was required.</li> <li>• There was a dearth of faculty expertise that could impart practical skill to the students.</li> <li>• Lack of awareness among the stakeholders to adopt this practice vis-à-vis general degree education.</li> <li>• But the college happened to encounter the problems by grants provided by the University Grants Commission, New Delhi.</li> <li>• Now the practice is running with the self-financial basis.</li> </ul>
<p><b>1. Notes (optional)</b></p>	<ul style="list-style-type: none"> <li>• The practice of running skill-based programs can be offered at the level of certificate, diploma advanced diploma and B. VOC. in other institutions on self-finance basis.</li> <li>• Responsibility for own work and learning some responsibility for other's work and learning.</li> </ul>

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

### 7.3 Institutional Distinctiveness

#### 7.3.1

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

**Response:**

#### **Extension of Affiliation to Bachelor of Vocational Courses (B.VoC) Programme**

- To ensure that the curriculum is aligned with industry requirements and Providing students with practical skills and knowledge relevant to their chosen vocation.
- Incorporation of the hands-on-training internships and industry projects.
- Development of practical skills coupled with theoretical knowledge.
- Making education relevant and to create industry fit skilled workforce.
- To expand the scope of vertical mobility to the students admitted into the degree program.

Skills and knowledge are the driving forces of economic growth and social development for India. Presently, the country faces a demand supply mismatch. The economy needs more skilled workforce than is available. In the broad spectrum of higher education knowledge and skills are required for diverse forms of employment in the sectors of education, health care, manufacturing and services. Pushing the vocational education on even a larger scale. Offered counselling, career guidance and placement assistance after completing their B.VOC. program. Adhering to this best practice ensured that the students would meet the rigorous standards as set by the job market. The multiple entry and exit enable learners to seek employment after any level of award.

The practice of running skill-based programs can be offered at the level of certificate, diploma advanced diploma and B. VOC. in other institutions on self-finance basis.

Responsibility for own work and learning some responsibility for other's work and learning.

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



## 5. CONCLUSION

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### Additional Information :

- One of the oldest institutions of Higher Education affiliated to University of Calcutta recognized under by 2(F) & 12(B) of the UGC Act. 1956.
- The college is situated in a place of a district i.e. Konnagar in the District of Hooghly, West Bengal blessed by the blessings of Sri Ramkrishna Paramangshadeva and graced by Rishi Aurobindo.
- The college caters to the needs of the students hailing from semi urban populace.
- It offers skilled aligned vocational courses making the students self-employable.
- Harmonious and peaceful ambience.
- Green and eco-friendly campus.
- Co-education college having fair percentage of girls students of about 70% over the boys.
- Formation of Electoral Literacy Club (ELC)
- 360 degree appraisal of teachers known as multi rater feedback process.

### Concluding Remarks :

During the assessment period the college has happened to witness phenomenal shift in teaching learning & evaluation and Infrastructure and Learning resources.

- Toeing with one of the recommendations of the Peer Team Report of the 2nd cycle, the College has happened to introduce the post graduate study in Bengali.
- Affiliation was extended to the Honours course in Sanskrit and to the general courses in Psychology, Sociology and Hindi.
- Bachelor of Vocational courses (BVoC) in Hospitality & Tourism and in Retail Management approved by the University Grants Commission.
- The college is effectively and efficiently implementing the Curriculum and Course Frame Work (CCF)-2022 based on the National Education Policy (NEP)-2020 from the current academic session.
- The college shows academic effective flexibility for the curriculum planning and implementation as far as the CCF of Vocational Courses is concerned. Transfer of Academic Bank of Credit (ABC) is an integral component of it.
- The rapid shift in educational needs has paved the way for the adaptation of the hybrid mode of education even post looming shadow of the Covid-19 pandemic .
- Focus on outcome based education (OBE).
- ICT tools are employed to the maximum extent possible to further the cause of educational eco-system.
- Expansion of the scope of vertical mobility to the students by dint of pursuing vocational courses focusing on employability.
- Construction of an administrative block.
- Phenomenal renovation work was undergone on the state of the art college Auditorium.
- Setting up two more computer laboratories.
- Construction is underway for the two storied gallery class room.
- Development of the landscape in the campus connects the academic ambience with the virgin nature.



## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																														
1.2.1	<p><b>Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)</b></p> <p>Answer before DVV Verification :</p> <p>Answer After DVV Verification :5</p> <p>Remark : Value updated considering multiple similar VAC as one</p>																														
1.4.1	<p><b><i>Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website</i></b></p> <p>Answer before DVV Verification : A. Feedback collected, analysed, action taken&amp; communicated to the relevant bodies and feedback hosted on the institutional website</p> <p>Answer After DVV Verification: A. Feedback collected, analysed, action taken&amp; communicated to the relevant bodies and feedback hosted on the institutional website</p>																														
2.1.1	<p><b>Enrolment percentage</b></p> <p><b>2.1.1.1. Number of seats filled year wise during last five years (Only first year admissions to be considered)</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>1208</td> <td>1272</td> <td>1037</td> <td>1012</td> <td>0945</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>1222</td> <td>1272</td> <td>1037</td> <td>1012</td> <td>0945</td> </tr> </tbody> </table> <p><b>2.1.1.2. Number of sanctioned seats year wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	1208	1272	1037	1012	0945	2022-23	2021-22	2020-21	2019-20	2018-19	1222	1272	1037	1012	0945	2022-23	2021-22	2020-21	2019-20	2018-19					
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2022-23	2021-22	2020-21	2019-20	2018-19																											
2.1.2	<p><b><i>Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years</i></b></p> <p><b>2.1.2.1. Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>290</td> <td>297</td> <td>228</td> <td>234</td> <td>204</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	290	297	228	234	204																				
2022-23	2021-22	2020-21	2019-20	2018-19																											
290	297	228	234	204																											



Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
288	295	224	232	204

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

Answer before DVV Verification:

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

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
53	44	41	37	34

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
52	44	41	37	34

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
000	000	000	01.5	000

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
000	000	000	000	000

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

**3.2.2.1. Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
14	5	6	5	2

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
14	5	5	5	2

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
18	05	12	18	14

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
12	4	8	4	4

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
22	11	9	6	5

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
5	7	6	4	4

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

Answer before DVV Verification : 19

Answer After DVV Verification : 13

4.1.2	<p><b>Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years</b></p> <p>4.1.2.1. <b>Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)</b>          Answer before DVV Verification:</p> <table border="1" data-bbox="304 389 1046 524"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>77.03</td> <td>29.98</td> <td>55.9</td> <td>64.26</td> <td>68.76</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 602 1046 736"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>76.32</td> <td>28.58</td> <td>50.88</td> <td>43.35</td> <td>66.39</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	77.03	29.98	55.9	64.26	68.76	2022-23	2021-22	2020-21	2019-20	2018-19	76.32	28.58	50.88	43.35	66.39
2022-23	2021-22	2020-21	2019-20	2018-19																	
77.03	29.98	55.9	64.26	68.76																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
76.32	28.58	50.88	43.35	66.39																	
4.3.2	<p><b>Student – Computer ratio (Data for the latest completed academic year)</b></p> <p>4.3.2.1. <b>Number of computers available for students usage during the latest completed academic year:</b>          Answer before DVV Verification : 94          Answer after DVV Verification: 83</p>																				
4.4.1	<p><b>Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)</b></p> <p>4.4.1.1. <b>Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)</b>          Answer before DVV Verification:</p> <table border="1" data-bbox="304 1335 1046 1469"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>27.79</td> <td>52.68</td> <td>12.94</td> <td>7.11</td> <td>5.35</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1547 1046 1682"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>0.67</td> <td>0</td> <td>0</td> <td>0.11</td> <td>0.23</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	27.79	52.68	12.94	7.11	5.35	2022-23	2021-22	2020-21	2019-20	2018-19	0.67	0	0	0.11	0.23
2022-23	2021-22	2020-21	2019-20	2018-19																	
27.79	52.68	12.94	7.11	5.35																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
0.67	0	0	0.11	0.23																	
5.1.1	<p><b>Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years</b></p> <p>5.1.1.1. <b>Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years</b>          Answer before DVV Verification:</p> <table border="1" data-bbox="304 2040 1046 2085"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19															
2022-23	2021-22	2020-21	2019-20	2018-19																	

2022-23	2021-22	2020-21	2019-20	2018-19
912	3041	2236	2216	225

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
910	2983	2235	2164	225

5.1.4

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

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

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

5.2.1

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
50	54	55	10	9

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
50	54	55	10	9

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
220	305	502	352	215

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
226	303	472	363	189

Remark : Value updated as per 2.6.3.1 ( number of outgoing students passing final year examination )

5.3.1	<p><b>Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years</b></p> <p>5.3.1.1. <i>Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years</i></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="308 472 1046 607"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>23</td> <td>6</td> <td>2</td> <td>2</td> <td>1</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="308 685 1046 819"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>7</td> <td>2</td> <td>1</td> <td>1</td> <td>1</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	23	6	2	2	1	2022-23	2021-22	2020-21	2019-20	2018-19	7	2	1	1	1
2022-23	2021-22	2020-21	2019-20	2018-19																	
23	6	2	2	1																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
7	2	1	1	1																	
5.3.2	<p><b>Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)</b></p> <p>5.3.2.1. <b>Number of sports and cultural programs in which students of the Institution participated year wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="308 1099 1046 1234"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>27</td> <td>05</td> <td>02</td> <td>10</td> <td>14</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="308 1312 1046 1447"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>7</td> <td>2</td> <td>0</td> <td>4</td> <td>8</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	27	05	02	10	14	2022-23	2021-22	2020-21	2019-20	2018-19	7	2	0	4	8
2022-23	2021-22	2020-21	2019-20	2018-19																	
27	05	02	10	14																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
7	2	0	4	8																	
6.2.2	<p><b><i>Institution implements e-governance in its operations</i></b></p> <ol style="list-style-type: none"> <li>1. <b>Administration</b></li> <li>2. <b>Finance and Accounts</b></li> <li>3. <b>Student Admission and Support</b></li> <li>4. <b>Examination</b></li> </ol> <p>Answer before DVV Verification : A. All of the above  Answer After DVV Verification: A. All of the above</p>																				
6.3.2	<p><b>Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years</b></p> <p>6.3.2.1. <b>Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years</b></p>																				

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
7	16	24	17	10

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
1	3	8	2	1

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

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

Answer before DVV Verification:

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
4	4	0	10	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
13	13	13	13	13

6.5.2 **Quality assurance initiatives of the institution include:**

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

Answer before DVV Verification : A. Any 4 or more of the above

Answer After DVV Verification: A. Any 4 or more of the above

7.1.2 **The Institution has facilities and initiatives for**

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**

3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Answer before DVV Verification : A. 4 or All of the above

Answer After DVV Verification: A. 4 or All of the above

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

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

Answer before DVV Verification : B. Any 3 of the above

Answer After DVV Verification: A. All of the above

## 2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p><b>Number of teaching staff / full time teachers during the last five years (Without repeat count):</b></p> <p>Answer before DVV Verification : 65</p> <p>Answer after DVV Verification : 64</p>																				
1.2	<p><b>Number of teaching staff / full time teachers year wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>63</td> <td>63</td> <td>63</td> <td>61</td> <td>53</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>62</td> <td>63</td> <td>63</td> <td>61</td> <td>53</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	63	63	63	61	53	2022-23	2021-22	2020-21	2019-20	2018-19	62	63	63	61	53
2022-23	2021-22	2020-21	2019-20	2018-19																	
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