YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	Garhbeta College
• Name of the Head of the institution	Dr. Hariprasad Sarkar
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03227267154
• Mobile No:	9434509500
• Registered e-mail	garhbetacollege48@gmail.com
• Alternate e-mail	hpsarkar26@gmail.com
• Address	Garhbeta College, Garhbeta, Paschim Medinipore
• City/Town	Garhbeta
• State/UT	West Bengal
• Pin Code	721127
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural

- Financial Status — **Grants-in aid**
- Name of the Affiliating University — **Vidyasagar University**
- Name of the IQAC Coordinator — **Dr. Sushil Kumar Ghosh**
- Phone No. — **03227265143**
- Alternate phone No. — **03227267154**
- Mobile — **7872335942**
- IQAC e-mail address — **iqac@garhbetacollege.ac.in**
- Alternate e-mail address — **sushilkumar15ghosh@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year) — https://www.garhbetacollege.ac.in/pdf/iqac/aqar/AQAR-2021-22.pdf

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

- if yes, whether it is uploaded in the Institutional website Web link: — https://www.garhbetacollege.ac.in/pdf/iqac/academic%20calender/College-VU-Calendar-22-23.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.31**	**2014**	**05/05/2014**	**04/05/2019**

6.Date of Establishment of IQAC — **06/01/2012**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**0.0**

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

- Upload latest notification of formation of IQAC — View File

9.No. of IQAC meetings held during the year	03	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

• IQAC proposed to the authority to organize seminar/workshop on multidisciplinary topics. The students of various disciplines have been benefitted with the knowledge of disciplines other than his/her own discipline. • It also proposed to revamp the college website and the college now have a the website in the new look with various facilities. • Submission of AQAR-(2021-22) as well as AISHE has been submitted. IQAC has formed a monitoring committee for the smooth running of Add-On-courses and nearly 18 Add-On-courses have been completed. • IQAC encourages all the departments, NCC Coy and NSS units to organize seminar/workshop to promote awareness among the students and the people of Garhbeta in various aspects of life. • It forwarded some suggestions on the repair and renovation work of college building as well as on the basic facilities. It has been initiated a plan of execution and work is in progress. On the request of IQAC, the college administration heed to provide books and journals, laboratory instruments and various teaching aids and for that financial approval, fund allocation and floating of tender etc. were completed. • IQAC proposed to the authority to organize seminar/workshop on multidisciplinary topics. The students of various disciplines have been benefitted with the knowledge of disciplines other than his/her own discipline. • It also proposed to revamp the college website and the college now have a the website in the new look with various facilities. • Submission of AQAR-(2021-22) as well as AISHE has been submitted. IQAC has formed a monitoring committee for the smooth running of Add-On-courses and nearly 18 Add-On-courses have been completed. • IQAC encourages all the departments, NCC Coy and NSS units to organize seminar/workshop to

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

Plan of Action	Achievements/Outcomes
Initiation of field survey and project work	All the departments having field survey/ project encourages to their students for these work. Students successfully completed field survey and project work and reported to the concerned department.
Introduction of Add-On-Course	Teachers have submitted nearly 18 Add-On-Courses brochure and successfully completed all the courses.
Construction of roof top shed	To give a relief to the Geography department students,

	teachers and staff, the college has constructed a roof top shed
Construction of class room	College administration decided to construct class room and all formalities are in progress
Extensional academic activity	More than 12 Seminars are organized and list of seminars have been reported in the proper places.
Feedback from different stakeholders	Students Feedback has been collected by the departments. Teachers Feedback has been collected by IQAC. Parent teacher meetings were conducted by various honours departments and B. C. A. through online mode.
Interaction with faculty members	In the resumption of off line classes, IQAC meet the faculty members to sort-out the problem arises in the teaching learning and evaluation process due to lockdown of nearly two years.
Students Satisfaction Survey	Implemented
Academic Audit (Internal)	Completed
Analysis of Results	Each department analysed results for follow up action
Renovation & repairing	Renovation/repairing are going
Celebration of 75th Foundation day	On 13th August 2022, Garhbeta college has celebrated its 75th foundation day with joy and happiness. Delightful 3 days program were held and many dignitaries illuminated in the occasion.
AISHE data submission	AISHE data uploading completed successfully.

13.Whether the AQAR was placed before	Yes

statutory body?

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	02/01/2024

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	17/03/2023

15.Multidisciplinary / interdisciplinary

The faculty members of the college are discussing amongst hemselves
the vision of National Educational Policy to provide
high quality education to develop human resources in our nation as
global citizens. Faculty members are also discussing about the key
principles of NEP such as diversity for all curriculum and pedagogy
with technological innovations in teaching and learning, encouraging
logical decision making and innovation, critical thinking and
creativity. The college follows CBCS pattern which offers
Multidisciplinary /Interdisciplinary courses as electives. All
programmes are designed in such a way that students get maximum
flexibility to choose elective courses offered by other Departments.
Since long, college has been
following multidisciplinary/interdisciplinary approach by
encouraging teachers of one department to take classes of other
departments whenever syllabi allow to do so. The faculty members are
engaged in multidisciplinary research activities to address the
pressing issues and challenges of the society.

16.Academic bank of credits (ABC):

All the students have ABC Id.

17.Skill development:

Garhbeta College offers BCA programme and this course is designed in
such a way to prepare the students to develop various websites and
to design various softwares. Garhbeta College also offers OMSV
course which helps the students to manage efficiently various
offices in their future workplaces. The Humanitics and social
science departments of our college aims to provide value based
education to inculcate positivity amongst the learners and our

faculty members continuously try to make the students a better human being through these courses. Our college also offers Skill Enhancement Courses(SEC) across all disciplines under CBCS programme. All these steps are marching towards the implementation of NEP in real sense.

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

Garhbeta College offers Honours courses in various Indian languages like Bengali, Sanskrit and Santhali to inculcate in the minds of the students the values, cultures and traditions of Indian society. Indian traditional cultural values are taught through these courses. Programmes including webinars and seminars are offered by these departments to highlight the cultural values permeated by the literary works in the above mentioned Indian languages.

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

Garhbeta college offers various programmes across Environmental Studies, Humanities, Science, Social Sciences and various professional courses like BCA, OMSP, B.P.ED. etc. All these programmes are offered as outcome-based education (OBE) which are designed keeping in mind the regional and global requirements. Garhbeta college has implemented outcome-based education with clearly stated Programme Outcomes, Programme Specific Outcomes and course outcomes. All courses are designed with outcomes centred on cognitive abilities namely Remembering, Understanding, Applying, Analysing, Evaluating and Creating. Apart from the domain-specific skills, learning outcomes at all levels ensure social responsiveness and ethics, as well as entrepreneurial skills so that students contribute proactively to economic, environmental and social well being of the nation. The Course Objectives (COs) are also aligned to the PO-PSO philosophy.

20.Distance education/online education:

Due to Covid -19 pandemic, educational institutions in the country has increasingly involved in using the digital platforms for arranging classes, conducting conferences and meetings. Keeping aside the negative impact of lack of face to face learning, online education has broken the geographical barriers creating interaction of experts and students from distant geographies. Garhbeta college is also performing as a study centre for NSOU to cater to the needs of the distance education learners.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	39

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	4670

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1491

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	1153

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	96

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	97

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	48
4.2 Total expenditure excluding salary during the year (INR in lakhs)	217.41138
4.3 Total number of computers on campus for academic purposes	100

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Garhbeta College adheres to the curriculum laid down by theaffiliating university and prepares a month wise session plannerat the beginning of each academic semester. Each department meetsat the beginning of every semester to plan and distribute thesyllabus among the faculty members for efficient delivery ofcurriculum. Teachers are well-versed in the requirement ofeffective curriculum delivery as they often contribute to themodel question papers depository of the university. The teachingplan includes detailed lesson plans and plans for internalassessments, seminars and remedial classes for students whorequire it. Different modes of delivery are adopted based on therequirement of the subject, especially in the pandemic situation,when the emphasis as well as the challenge has been remotedelivery. The IQAC often assesses the teaching learningenvironment of different methods of effective curriculum delivery.In the lock down period of the academic year 2021-22 (July, 2021--- Nov. 2021) college followed the online teaching-learning and evaluation and from December, 2021 to June, 2022 it adopted allthe activity as was in the pre-pandemic

period. However, thesemester examination as well as evaluation was conducted virtuallyas instructed by affiliating Vidyasagar University.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	NA

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

As an affiliated institution of Vidyasagar University, theevaluation norms of the university are strictly followed. The current session followed the choice-based credit system, andsubsequently, a credit-based evaluation system. The college hasadopted a method of evaluating academic performances of thelearners on a continuous basis. Continuous assessments in theorysubjects as per the VU norms includes 10 marks each for oneinternal assessment and class attendance. Within this framework,the college conducts department-wise internal assessment tests according to a proper schedule and under strict time-frame. Activeparticipation by the students are rewarded as their classattendance. The marks obtained by the students and the score forattendance are both uploaded on the universitywebsite . The syllabus and the timings of these assessments are communicated tothe students well in advance. For PG courses as well theassessment pattern follows the norms laid down by the university.Besides these formal assessments, revision work, class tests,assignments and student presentations are integral to the teaching-learning process. Inpandemic situation, a continuous system ofonline evaluation was put in place. Besides evaluation, theinstitution strictly adheres to the academic calendar as set bythe university in curriculum delivery.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	NA

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

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

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

1.2 - Academic Flexibility

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

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

39

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

19

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

1127

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

1127

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Our Institution integrates Cross-cutting issues of the society like Moral Values, Human Values, Professional Ethics, Ethical Values Gender Equality, Environmental Awareness, which are inseparable part of the curriculum prescribed by the affiliating University. Beyond the limit of curriculum framed by affiliating university, some of the glimpses co-curricular & extracurricular activities are following: 1. Gender: Our college women cell Saheli conducts a number of awareness like gender equality, gender discrimination, woman empowerment etc. Observation of women's day, free health check-up is among remarkable events organised bythe cell. 2. Environment and Sustainability: Our college promotes environmental protection through tree plantation and other sustainable development programs through active participation of N.S.S. unit. College celebrates the day of National importance as Earth Day, Environment Day , cleanliness of public places, plastic free drive, etc. 3. Human Values and Professional Ethics: To create social awareness among the

students our college organises different programmes through N. S. S., N.C.C. to inculcate human values among students National festivals like Independence Day and Republic Day serve as a platform to enliven patriotic and moral values. Activities like Health and Hygiene awareness programs, counselling focussing on mental health particularly in COVID-19 situation.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

16

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

2155

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	NA

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2857

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

976

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

2.2 - Catering to Student Diversity

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

Different departments of the institution assess the learninglevels of their students on the basis of interactions during classes, home assignment, students seminars, internal assessmentand from the result of university examination. Depending on thiseach department organises special programmes for advanced learnersand slow For advanced learners the approaches adopted are asfollows:- • More challenging work in the form of projects and homeassignments • Advanced reference books are issued fromdepartmental library , e-materials from different sources aregiven • Incentives in the form of exemption of tuition fees •Encouragement for participation in inter-class seminar and giveprizes to the position holders • Special lectures by eminentspeakers • Motivate and help in the preparation of JAM, GATE, NET and other competitive examinations The strategies adopted to levelup the slow learners are as follows:- • Meeting and communicatingto the weaker students to find their areas of weakness •Organizing remedial classesTeachers available beyond class hoursto counsel the weaker students • Evaluated answer scripts ofinternal assessment and home assignment are placed before them andhelp them to overcome their weakness • Slow learners due to socio-economical reason are helped from students' aid fund.

File Description	Documents
Link for additional Information	https://www.garhbetacollege.ac.in/pdf/Maths%20talk%2005.01.2023_compressed.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
4670	98

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Learning is made more student-centric through a combination of oldand new methods of teaching. In order to motivate the studentsbeyond the scope of theoretical knowledge various student-centriclearning methods like seminars, group discussions, field trips,project works etc. have been adopted. Student-centric methods are an integral part of the pedagogy adopted by the faculty for whichthe college provides all possible support such as: • ICT enabledclassrooms • Fully Wi-Fi campus • Open access library and readinggro om • Facility to use departmental computers and download e-resources • Facility to access reference books from departmentallibrary • Besides allotted practical classes interested studentsare allowed toperform different activities in the laboratory •Students seminar in different Hons. and P.G. departments •Educational tour and field work in some Hons. and P.G. departments• Facility to take part in different co curricular activities •Facility to take part in NCC and NSS • Arrangement of differentpopular talks where students can interact with the speakers

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.garhbetacollege.ac.in/pdf/activities/mathematics/Student%E2%80%99s%20Seminar%20(2022-23).pdf

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

The ICT enabled teaching - learning is the only mode ofcommunication between the teachers and the students in this academic year as there is no classroom teaching in pandemicsituation. This helps to develop creative and critical thinking aswell as scientific temper among the students. Faculty members areprovided with the requisite facilities for preparation of computeraided teaching - learning material. Regular classes are takenthough on-line platform according to a fixed routine set by eachdepartment. Different notice regarding online class, studymaterials etc. are uploaded in respective whatsapp group as wellas in college website. Common platform used for online classes aregoogle meet, zoom etc. College authority has purchased Gsuite account and organised a training programme for faculties for smooth running of online classes. A well-equipped open accesscomputerized library with internet facility is available for faculty and students. E-resources are available through nationalnetworks.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.garhbetacollege.ac.in/index.php?option=com_content&view=article&id=26&Itemid=0

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

2.3.3.1 - Number of mentors

98

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

2.4 - Teacher Profile and Quality

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

97

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

27

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

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

2.4.3.1 - Total experience of full-time teachers

97

File Description	Documents
Any additional information	[View File](#)
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

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

Internal assessment (IA) sub- committee coordinates the internalexaminations. In each semester program of internal examination isfixed in a meeting of internal assessment sub-committee. Besidesuniversity final examination, generally two internal examinationsfor Hons. and P.G. students and one internal examination forgeneral and generic students are taken. Students who attend morethan 60% class are allowed to sit in internal examination. Theschedule of internal examination of Hons. and P.G. students ispublished by respective departments and that of general studentsis published by IA sub-committee. The schedule is given incollege/ departmental notice board and also uploaded in respectiveWhatsApp group and college website. The examination processincluded setting of question papers, evaluation of answer scriptswithin a stipulated period of time, submission of marks. Evaluatedanswer scripts are shown to the students. Due to pandemicsituation in this academic year internalexaminations are takenthrough online mode. Question papers are uploaded in respectiveWhatsApp group and college website half an hour before scheduledtime of starting of examination. After completion of examinationstudents send the answerscripts in mail id mentioned either inquestion paper or in college website.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	[NA](#)

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

Internal Assessment Sub-committee coordinates all the internalexaminations of the college through online mode following theacademic calendar and provides all the necessary instructions.

1.The examination process includes not only setting of questionpapers, evaluation of answer scripts within a stipulated period oftime but also submission of marks to the Examination Cell of theaffiliating University when it demands so. 2. As the internalexamination is a component of the university examination, themarks are not communicated to the students. 3. Tutorials are alsoprovided to the students whenever necessary. 4. Question papers ofthe internal assessment examinations(online) are uploaded in thecollege website as well as circulated among the students throughWhatsApp / Gmail / GoogleClassroom. 5. To deal withinconveniencesfaced by the students of this rural belt of Bengal during theinternal assessment examinations, department-wise helpline numbersare provided to the students. 6. To deal with language barrierfaced by the students, the notices and regulations of internalassessmentexaminations are written in English as well as inregional languages.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The following mechanism is followed by the institution tocommunicate the learning outcomes to the teachers and students. Hard copy as well as soft copy of syllabi and Learning Outcomesare available in the departments for ready reference to theteachers and students. Soft copy of curriculum and learningoutcomes of programmes and courses are uploaded on the institutionwebsite for reference. The importance of the learning outcomes hasbeen communicated to the teachers through I. Q. A. C. and othercollege committee meetings. Graduate attributes are described tothe first semester / first year students at the commencement ofthe programme. Learning outcomes of the programs and courses areobserved by the class teachers periodically.Workshops have alsobeen conducted by I. Q. A. C. for developing theprogrameducational objectives and learning outcomes at collegelevel.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	NA
Upload COs for all courses (exemplars from Glossary)	View File

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

The following mechanism is followed by the institution tocommunicate the learning outcomes to the teachers and students. Hard copy as well as soft copy of syllabi and Learning Outcomesare available in the departments for ready reference to theteachers and students. Soft copy of curriculum and learningoutcomes of programmes and courses are uploaded on the institutionwebsite for reference. The importance of the learning outcomes hasbeen communicated to the teachers through I. Q. A. C. and othercollege committee meetings. Graduate attributes are described tothe first semester / first year students at the commencement of the programme. Learning outcomes of the programs and courses areobserved by the class teachers periodically.Workshops have alsobeen conducted by I. Q. A. C. for developing theprogrameducational objectives and learning outcomes at collegelevel.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.garhbetacollege.ac.in/index.php?option=com_content&view=article&id=143&Itemid=0

2.6.3 - Pass percentage of Students during the year

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

1099

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	NA

2.7 - Student Satisfaction Survey

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

https://www.garhbetacollege.ac.in/pdf/iqac/students-satisfaction-survey/SSS%20-%20College%20-%202022-2023.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	NA

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

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

07

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

14

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

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

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

national/ international conference proceedings during the year

`12`

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

3.3 - Extension Activities

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

`Nil`

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

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

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

`00`

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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

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

during the year

`00`

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

`75`

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

`00`

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

18

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college campus of area 21 acres is located in peaceful greensurrounding of forest, river, canyons and gardens conducive forquality education. Total construction area of the campus is 12696Sq-m. The college comprises of Academic and Administrative blocks2 Boys' and 1 Ladies' Hostel Canteen Seminar Hall Gymnasium.Playground 2 common room 1 Guest house 32 toilets (including 14 forgirls) Basic amenities on college premises include staff andstudent parking, canteen, drinking water coolers, firstaid, CCTVcameras for security. Academic Facilities:

1. The college has 48classrooms, each with wi-fi connection and 13 with LCD facilitiesto serve the need of ICTenabled teaching-learning mechanism. Thereare 2 smart classrooms.

2. There are 8 well equipped laboratorieswith sophisticated equipment and adequate number of licensedcomputing and simulating software.

3. 1 seminar hall with compactICT facility and 1 conference hall with LCD and wi-fi facilities.

4. There are 100 computers in various departments .

5. Wi-fifacility is available inside the whole campus.

6. The fullycomputerized library uses automated KOHA software and is wellequipped with 42558 books, 21 journals. a stack room and readinghall.

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

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

The college has adequate facilities for various cultural andsports activities. Cultural Activities: Cultural activities present an opportunity to the students express their talent andboost their self-confidence. The college has a cultural Committeewhich is responsible for arranging various programmes throughoutthe year. Cultural activities are usually held in seminar hall. Inaddition, theplayground of the college is also used for freshers'welcome, Saraswatipujoand other functions. During the pandemicsituation, a mechanism using Google Workspace for education(formerly known as G-suite) has been set up to organize culturalactivities in online mode. Sports: Sports has an essential role inthe growth and development of students,it helps in the physicaland mental fitness of the body.As far as the sports goods areconcerned, these are kept under the custody of Department ofPhysical Education &B.PEd.

1. College hasone playground withoutdoor facilities for football, handball, cricket, athletics andother track and field events. In addition there are separate kho-kho and kabaddi grounds, separate volleyball and basketballcourts.

2. College has indoor facilities for table tennis,badminton, gymnastic, netball. There is a well equippedGymnasium with 16 station multigymfor students and staffs. 3. A separate 400m track is under construction.

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

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

14

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

14

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NA
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

2,17,41,138.00

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Name of ILMS software : KOHA Nature of automation (fully orpartially) : Partially Version : Year of Automation : 2017

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	NA

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	C. Any 2 of the above

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

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

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

3,80,142.00

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

31

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

1. The college has 100 computers, 13 classrooms with LCD Projectors, 2 smart classrooms. 93computers are for departmental(including library) use and 13are for administrative use.

2. The college has 2 computer laboratories and 2 internet browsingCentre.

3. The entire college campus has Wi-Fi connectivity.

4.The college uses Google Workspace for education (formerly known asG-suite) to offer online (or blended mode of offline-online)teaching-learning mechanism and virtual learning management systemfor students. There are different subcommittee to ensure regulartechnological update.

5. Licensed copies of software, antivirusare installed in the college computers and regular upgradation of software is done.

6. All the computers of the Office are connected through LAN.

7. The admission procedure is duly notified throughcollege website, mode of the whole admission procedure is online. Through Smart College ERP developed by 3S-software solutions, theprocess for enrollment, scholarships and fee collection of thestudents are done. Moreover, using this software, a unique Id (GBCno) is created for every student in an academic year to maintainstudent database

8. Library is full computerized and automatedwith KOHA. Students and Teachers have access to NLIST.

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

4.3.2 - Number of Computers
96

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	[View File](#)

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

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

1,74,97,842.00

File Description	Documents
Upload any additional information	[View File](#)
Audited statements of accounts.	[View File](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

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

There are various subcommittees functioning in the college whichinclude all stakeholders drafting policies in regular meetings,for maintaining and utilizing physical, academic and supportfacilities like laboratory, library, sports complex,

computers,classrooms etc.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

2837

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

255

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

B. 3 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

00

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

00

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

`00`

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

`152`

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

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

33

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The student union election has been temporarily put on hold by the West Bengal government. Therefore, no college in West Bengal has an elected student body. However, some students are motivated voluntarily, our administration has maintained a healthy relationship with the students, they co-operate and help the authorities in some social and cultural activities as per the student's needs. The normal life of the college has been interrupted, and most of the physical events could not be held as a result of the COVID-19 pandemic and series of lockdowns in several sectors, including the academic institution of the state. Before planning any student-related activities, the administration of the college communicates with them online. These meetings are where student representatives are chosen, and they operate under the direction of the teacher or teachers assigned to that particular event. In 2020-21, a Saraswati Puja Committee consisting of student representatives organized Saraswati Puja to revere the Goddess of Learning and Basanta Utsab.

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

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

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

1

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

5.4 - Alumni Engagement

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

About Alumni Association Garhbeta College has an Alumni Association named as "Garhbeta College Alumni Association". This Association started its journey since 2013. The purpose of the association is to promote a spirit of loyalty and to endorse the general welfare of our organization. Alumni association exist to support the parent organization's goals and to strengthen the ties between alumni, the community and the parent organization. Aimsand objectives To assimilate all ex-student residing at home and abroad To co-relate between present student and ex-student To help cordially for the development of the college and raise sufficient fund for same To arrange reunion every year To help the poor and meritorious students with financial support To organize health check up camp for the students and staffs of the college To arrange legal advice camp for ex-student, present students and staffs of the college To purchase books for poor and meritorious students of our college To organize seminars, awareness programs for the benefit of the students To organize at least one blood donation camp in every year.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**C. 3 Lakhs - 4Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The College has a vision of creating human resource of high caliber by providing quality education and thus empowering the youth of remote and backward area where the college is located. The College aims at transforming knowledge, skill and values to economically weaker section of the society to make them compatible with the fast changing world. The college sets its mission to impart value based education through a progressive curriculum, to inculcate values like discipline, social equality, secularism, brotherhood, national integration etc. through NSS and NCC, to promote ecological and environmental awareness, to seed the research thought among the young minds of the students. The institution is governed by the Governing Body of the College and plan and policies adopted thereon is reflective of achieving the mission and vision of the College. The college has a well definedgoverning body framed according to the provision of West Bengal Universities of college Administration & regulation Act . Various administrative and academic activities of the college are also governed through the mandatory and statutory bodies like IQAC, teachers Council etc. Different subcommittees are also framed consisting of different teaches and non-teaching staff of the College.

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

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

Decentralization:The Governing Body of the college comprises of President, Principal, and representatives from two nominees of DPI, one nominee of West Bengal State Council of Higher Education, two nominees of Affiliating University, three nominees of Teachers' Council, one nominee of Non-Teaching staff and one nominee of

students Union. For decentralization of different academic and administrative activities, the Governing Body of the college has formed different statutory committees for smooth functioning of the college. Finance and Purchase Sub committee, IQAC, Anti-Ragging Sub-committee, Equal Opportunity Cell has been formed and are actively working following the guidelines of the UGC. During the academic year 2019-20, as the college was closed since 15th March 2020 due to pandemic COVID -19, the institution initiated online classes since 7th July 2020 during the Lockdown period due to pandemic COVID-19 using digital platforms like Zoom, Google Meet, G-Suit etc. Participative Management: The institution promotes the culture of participative management at the strategic level, functional level and operational level. Strategic level: The Principal, governing body, Teachers council and the IQAC are involved in defining policies procedures, framing guidelines and rules regulations pertaining to admission, examination, discipline, grievance, support services, finance etc.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Curriculum Development: Being affiliated by Vidyasagar University we have to follow the curriculum prepared by the university.

Teaching & Learning: This institution encourages teachers to use modern audio-visual(ICT) equipment to make teaching-learning more attractive. As our college is in the rural area, teachers of our college use bi-lingual (Bengali and English)mode to deliver their lectures.

Examination & Evaluation: Departments conduct internal assessment examination with the help of a internal assessment a sub committee. BOS for PG courses decides about paper setters & evaluators. A sizeable number of answer scripts is assigned to the external evaluators.

Research & Development: College acknowledges teachers, who have been awarded with Ph.D. degree. College also gladly funds in organizing seminar and accepted the IQAC recommendation of a new research

incentives for teachers and students.

Admission of Students: The College adopts merit-based admission mechanism using online mode.

Library: Library has been digitized using KOHA software. Entire campus is Wi-Fi enabled and under CCTV surveillance. Faculty members and PG students have been provided with N-List user-id to get the facility of e-resources using INFLIBNET.

Human Resource Management: This institute adopts democratic processes of discussions, deliberations & participation using its different internal bodies to effectively manage its human recourses.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	NA
Upload any additional information	View File

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

The college is governed by the Governing Body where Principal acts as Secretary of the Body. Different administrative decisions are taken by the governing Body on recommendation of Teachers Council, IQAC and teachers council prepares effective planning for teaching, learning and evaluation and takes care for implementation of there plans and programmes, Finance Committee of the college allocates fund for proper implementation of plans and programmes relating to various academic and infrastructural facilities. Different subcommittees are constituted to perform various academic, Co-curricular and infrastructural activities of the College. Academic Departments are run by the Head of the department. Office functionaries are executed under the direct supervision of the Head Clerk. Overall management of the college is looked after by the Principal. Appointment of substantive teacher is made on recommendation of west Bengal College Service Commission. Part-time and Guest faculties appointed by the College authority have been designated as SACT (State Aided Colllege Teacher). Service rule of teachers is guided by the affiliating Universities & Colleges Administration & Regulation Act. Promotion of substantive teacher is made under Career Advancement Scheme, as per guideline of UGC &

Higher Education Department, Govt. of west Bengal.

File Description	Documents
Paste link for additional information	NA
Link to Organogram of the Institution webpage	NA
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination | **B. Any 3 of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institutional think tank believes that the wellbeing of the Teaching (T) and Non-teaching (NT) staff of an institution is the key factor towards better management of both the academic and administrative wings. Therefore, keeping the above mentioned point in mind, the institution adopted the following measures towards effective welfare of the college staffs : During Durga Puja, the college provides 'Festivaladvance' to Teaching and Non-Teaching staffs. Those who are willing, can avail this offer with limited formalities and the loan amount is deducted from their remuneration in easy instalments with zero interest. The college also hosts a cooperative society for the staffs which is affiliated to the Vidyasagar People's Cooperative, Garhbeta, West Midnapore. The primary objective of the college Co-operative is to provide financial support to the Teaching and Non-Teaching staffs of the

college and facilitate the processing of loan from Vidyasagar People's Cooperative. The loan can be personal, House Building or Loan against Property. The loan is processed with minimum documentation and the staff can repay the loan amount in easy EMIs with low interests. The college provides lunch facility and washing charges to the Gateman and Sweeper as a recognition of their crucial service.

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

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

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

00

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

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

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

00

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

6

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The College authority devised certain measures to recognize and encourage the teaching and non teaching staffs of the institution and to motivate them towards better performances in their respective fields. The college hosts a committee for maintenanceand updation of service book of the staffaimed towards better management of their career advancements. The college felicitates its faculty members

upon completion of Ph.D. This gesture boosts the teacher morally and encourages him/her in pursuing research works and imbibing research interests in the students. The college tends to introduce an incentive scheme for the teachers of our college to encourage them to remain engaged continuously in research work. The college tends to provide a token of appreciation to the teachers in the form of cash incentive for publishing research article in reputed Journals and also for presenting paper in a Conference/ Seminar/ Symposium. Each teacher may avail this incentive scheme at most once in an academic session for publication and paper presentation respectively. The college understands the importance of the non-teaching staffs in smooth running of the academic and administrative activities and therefore decided to celebrate 2nd May of every year as Worker Day for the Non Teaching staffs of the college.

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

6.4 - Financial Management and Resource Mobilization

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

Internal Financial Audit: To ensure financial regularity and transparency, the Instituion has well established practice of conducting internal and external audits for every year. Internal audit is conducted half yearly. The college has its own mechanism to cross check the financial activities through several means like finance committee in which government nominated member and university nominated members are included. The expenses incurred under different heads are checked by verifying the bills and vouchers. External Financial Audit: The accounts of the college are audited by chartered accountant regularly as per the government rules. The auditor ensures that all payments are duly authorized after the audit and the report is sent to the government as well as other places wherever ask for. Any queries are addressed within the prescribed time limits by furnishing appropriate documents. The institution did not come across with any audit objection during the preceding years. The auditedstatement is duly signed by the authorities of the management and chartered accountant. The external audit for the financial year 2018-2019 has been completed in time the audit report was satisfactory.

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

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

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

00

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

Students provide us some funds in the form if fees. Fees are annual in nature except tuition fees. Fees thus collected mostly are ties to nature, i.e., they are collected to expend for a particular cause. For example, fund collected under electricity charge is used for this purpose only. However, though scope to use fund collected under academic development fee and development fee is kept little bit wide, within a specific domain. Thus to reduce our dependency on other funding agency and to facilitate our students with more conducive academic atmosphere so that they can excel, we have designed our own fund generation mechanism keeping in mind the socio-economic reality. On recommendation of IQAC authority has decided to generate a corpus fund with the help of donations from our alumni, other stake holders and well wishers.To use the collected fund efficiently, particularly when the financial resources requirement is higher than a specific amount, it has to pass through the finance committee, Prior to that, departments of sections or relevant subcommittee discuss its necessity extensively among its members and then recommend. Once work begins relevant subcommittee looks after the work and in case of any construction an engineer consulted.

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

6.5 - Internal Quality Assurance System

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

IQAC proposed to the authority to begin online classes in the pandemic situation. It also developed a robust online feedback mechanism and collected that through Google form for teachers, students and parents. To strengthen the online teaching the college purchase G-Suit. To facilitate teaching – learning process during the pandemic, the college enhanced the use of e-resources and ICT tools. Facilities and services of the Library extended to facilitate sharing of e-resources such as academic material and university question papers. The faculty, staff and NSS unit of the Garhbeta college organizes awareness program on COVID 19 pandemic. In the lockdown period all academic activities including online classes, internal assessments, semester examination and evaluation and uploading of marks have been successfully completed through online mode. Departments are encouraged to arrange webinar, online workshops etc. and those were organized. Workshop on Psychosocial counseling for students during the pandemic.

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

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

IQAC reviews teaching-learning process of the instirtution on a regular basis initiating departmental meeting, conducting meeting with HOD and meeting with Academic committee. At the beginning of the session, IQAC prepared Academic Calendar circulated by the University. Based on the activities special in the academic calender, a departmental meeting is held at the beginning of the

session for allotment of classes as per time table, distribution of syllabus among the faculty members.IQAC meets the Academic Committee to discuss about the techniques and methods of teaching with special emphasis on the use of ICT. Taking feedback,students can assess the teaching learning process, methlogies used in teaching,evaluation system adopted bythe institution. Feedback is analized by the IQAC in association with HODs for future improvement. Internal assessment is conducted in the College preiodic interval to judge the performance of the students. The result of University examination of different semester is also taken care of to reviewed the learning outcome of the students. IQAC as a whole monitors the learning outcome by way of outgoing results in the meeting of the Academic Committee/Council and suggests different measures like identifying the slowlearners, offering remedial classes etc. for future improvement.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	NA
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Garhbeta College has taken several initiatives to sensitize the students, teaching and non-teaching staff throughout the year.:

1. Safety and security : Garhbeta Collegetook proper measures to keep a safe, secure, gender friendly and cohesive learning climate in its campus like maintaining code of conduct (code of conduct has been displayed in college website as well as college prospectus),monitoring safety through CCTV s installed in various corners of college campus.

2. Identity cards were issued to the students.

3. Visitors' logbook was maintained to keep data for outside visitors.

4. 'Saheli' (the Women's cell), ICC, Grievance Redressal Cell, Anti-Ragging-Cellwere actively functioning.

5. Counselling Garhbeta college has a professional Psychological Counselor.

6. The Women's cell 'Saehli' of Garhbeta College organized a national level Webinar to understand how Covid 19 has inflicted injuries to the already fragile gender equality in a country like India on 20th July, 2020. Audiences understoodhow Covid 19 pandemicgenerated immense psychological setbacks, andfinds curative measures for that.

7. Garhbeta College conducted online parent-teacher meeting.

8. Common Rooms : Garhbeta college ensure the accessibility of a ladies' common room and a boys' common room to the students of the collegebathroom and amenities.Garhbeta College has also arest room to the lady staff.

File Description	Documents
Annual gender sensitization action plan	NA
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	NA

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Solid Waste Management: The waste is generated by all sorts of routine activities carried out in the College that includes paper, plastics, glass, metals, foods, are segregated source and cleaned them regularly. Bio-degradable wastes were sent to the biological pit and non biodegradable were segregated for recycling use and other rest portion as scrap for selling or landfilling.

Liquid waste management: Liquid waste is generated from Science laboratories, latrines, Hostels, Office room and canteen. Liquid wastes generated by the college are of two types: i)Sewage waste. ii)Laboratory, residential washing and canteen effluent. Theliquid wastes are mainly drained to improve the ground level of water.

Biomedical waste management:--- There is no bio medical waste produced in our college.

E-Waste Management :----E-wastes,generated from computer laboratories, electronic labs, Physics Labs, Chemistry Lab, Biology

Labs, Academic and Administrative Offices. are being disposed off through vendors. Waste Recycling System :---Degradable solid waste collected from different sources from our college are dumped in the biological pit to make some Organic manure which are used for Gardening.

Hazardous and radioactive waste management : -----There is no hazardous and radioactive waste produced in our college. Few chemicals used in lab are handled carefully.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	NA
Any other relevant information	View File

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

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

C. Any 2 of the above

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

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	*View File*
Policy documents and information brochures on the support to be provided	*View File*
Details of the Software procured for providing the assistance	*View File*
Any other relevant information	*View File*

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

Keeping in mind the sense of peace, equality, tolerance and harmony towards cultural,regional, linguistic, communal socioeconomic and other diversities, Garhbeta College hasundertaken different initiatives to provide an inclusive environment for its students like:

1. Celebration of National Voters' Day on 25th January, 2022to encourage the youngvoters to take part in the political process of India.

2. Celebration of International Mother Language Day on 21st February, 2023to create awareness about Mother Language of each linguistics community.

3.Celebration of International Yoga Day with its students, teaching and non-teachingstaff on 21st June, 2023. Yoga not only provides physical and mental relaxation butalso develops strength and resilience. Yoga has helpedus to build up psycho-physical harmony and manage daily stress and its consequences.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	*View File*
Any other relevant information	*View File*

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

Garhbeta College sensitizes the students and the employees of the institution to theconstitutional obligations about values, rights, duties and responsibilities of citizenswhich enables them to conduct as responsible citizens. The students are inspired byorganizing various programs like

1. Celebration of Constitution Day on 26th November, 2022initiated with areading of Preamble of the constitution followed by lectures on the sensitization of students about responsibility towards the constitutional values and rights.

2. Sensitization of students about preservation of the ecosystem and environment bythe Environment Sub-Committee of the college.

3. Induction Lecture are organized to aware about the code of ethics, human values, rights, duties and responsibilities as a citizen of India during induction as well as thecode of conduct of the college.

4. Various programs are organized by the employees of the college, in association with the Women's cell 'Saheli', on social obligation, social responsibilities and duties to inspired students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	[View File](#)

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	`B. Any 3 of the above`

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

Garhbeta College is committed to promote ethics and values amongst students and faculty. To encourage the same, the college celebrates and organizes national and international commemorative days, events and festivals. Celebration of cultural and constitutional festivals is integral part of college's co curricular activities. Throughout session, different days are celebrated by students with guidance of teachers which help them to know about different cultures and to cognitively imagine India as a nation. The academic calendar is brimming with important events which show enthusiasm of this institution in celebrating many national as well as international days and commemorative events and festivals 15th August, 2022- Celebration of Independence Day, 5th September, 2022- Celebration of Teachers' Day, 26th January, 2023- Republic Day 21st February, 2023- Celebration of International Mother Language Day etc.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Two Best Practices:

1. **Overcoming Gender Barrier in A Higher Education Institute:** One of the special practices that our college maintain is to help our students overcome gender barriers in higher education, so that the learning environment is maintained as far as practically possible, through various important efforts and projects. We have sanitary napkin vending machines installed in our girls' common room (along with an incinerator as well). It is a subsidised service for our female students since 19.11.2022. Our college has started to undertake regular workshops on women's entrepreneurship development since 14.3.2023.A number of different programmes and regular activities have been planned to carry out, which fulfils our goal of overcoming gender barriers in our institution.

2. **Open House for Younger Students:**As a higher education institute in a rural setup, we take our social responsibility very seriously. We believe that it is our responsibility to create an environment that encourages the young generation of the neighbourhood into higher education. For this, we have started to organize Open House events for the students from the nearby schools. The programme is going to take place periodically, and has started with the departments of Physiology andChemistry. Visits to these departments by the local school students took place on 31.01.2023 and 28.02.2023 respectively.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	[View File](#)

7.3 - Institutional Distinctiveness

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

Institutional distinctiveness:

A Truly Inclusive College Campus:

Our college has been offering a unique subject combination, in order to better suit the capabilities of the students coming from the surrounding areas with distinct social-ethnic background. The combination of Santali, Physical Education and N.C.C. is slowly

becoming a useful training for the students of the local communities. No other college in the vicinity offers this combination. This combination is well suited for our students coming from Santali speaking communities and it prepares them with training in physical education and for Defense and security services. We believe that more students will opt for this subject combination, and will come out better prepared for their future.

We take our commitment towards inclusiveness seriously; hence we are proud to maintain diverse facets of learning through our offerings of a bouquet of diverse subjects. For example, students of our college may choose subjects from an array of STEMS (Bio-Sciences, Physics, Chemistry, Mathematics, Social Sciences) along with Commerce, Physical Education (B.P.Ed) and languages such as Bengali, Santali, Sanskrit (and also English) embedded in the Indian Knowledge System.

We ensure that our campus is inclusive in the truest sense, through conscious and consistent efforts of putting up banners, posters, signs and notices in three languages, Bangla, Santali and English. This is a distinctiveness that we maintain carefully, to ensure that our college is a higher education institute that welcomes and embraces diversity effectively.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Garhbeta College has following future plan

1. Formulation Academic Calendar (2021-2022), dates of parent teacher meeting, collection of feedback, students satisfaction survey, cultural competition, sports, result analysis, college social fest etc.

2. Installation of common research facility to promote research motivation and awareness in the upcoming session to motivate teachers to participate more in research activity. Members have recommended installing a common research facility with the existing resources and by purchasing required equipments if fund permits.

3. Members of IQAC proposed to establish the research center in the

college and for that communication with Vidyasagar University will be done to complete all formalities.

4. Modernized the life skill facility available in the Gymnasium.

5. Proceed to prepared SSR for NAAC evaluation for 2nd Cycle.

6. Introduction of Add-On-Courses on various topics.

7. Making the website more user friendly and LMS to be introduce rigorously.

8. SWOC analysis of result in every department

9. Rainwater harvesting using roof-tops and other possible locations.

10. Green Campus awareness programs

11. Faculty development program in the college so that faculty members of the respective departments can participate in it; orientation program for the supporting staff may also be organized in the college.

12. Submission of AQAR, AISHE in time.