



YEARLY STATUS REPORT - 2023-2024

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. **03227226143**
- Mobile No: **9464509500**
- 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. **03227226143**
- Alternate phone No. **03227226143**
- 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-2022-23.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/Academic-Calendar-2023-24.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 **No File Uploaded**

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

- If yes, mention the amount

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

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. • 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 8 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.

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 8 Add-On-Courses brochure and successfully completed all the courses.
Extensional academic activity	More than 18 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.
Students Satisfaction Survey	Implemented
Analysis of Results	Each department analyzed results for follow up action
Renovation & repairing	Renovation/repairing are going on
Celebration of 75th Foundation day closing ceremony	On 11th January, 2024, Garhbeta college has celebrated its 75th foundation day closing ceremony with joy and happiness. Delightful program were held and many dignitaries illuminated in the occasion.
AISHE data submission	AISHE data uploading for 2022-23 completed successfully.

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	30/11/2024

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

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• Designation	Principal
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Name	Date of meeting(s)
Governing Body	30/11/2024
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2022-23	17/02/2024
15. Multidisciplinary / interdisciplinary	
<p>The faculty members of the college are discussing amongst themselves 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 has admitted students in 1st year in 1st semester on the NEP courses guided by affiliating Vidyasagar University. It follows the regulation of University for course implementation, examinations and result. 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.</p>	
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 Humanities 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

43

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

File Description	Documents
Data Template	View File

2.Student

2.1

4171

Number of students during the year

File Description	Documents
Data Template	View File

2.2

1683

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

File Description	Documents
Data Template	View File

2.3

880

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1

95

Number of full time teachers during the year

File Description	Documents
Data Template	View File
3.2	95
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	48
Total number of Classrooms and Seminar halls	
4.2	226.68596
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	145
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Garhbeta College is affiliated to Vidyasagar University. The institution has little right to suggest and design a curriculum for any subject. It adheres to the curriculum laid down by the affiliating University. College has well planned curriculum and delivery through a properly documented process. Taking cognizance of the institutional vision, mission and objectives, the college has envisaged Program Outcome (PO), Program Specific Outcome (PSO) and Course Outcome (CO) and implemented those uniquely.

Following mechanisms and tools have been set up for the implementation of aforesaid objectives:

Academic Sub-committee comprises of the principal as chairman, the Secretary of Teachers Council as convener, all Head/Coordinator of the academic Departments, librarian, some faculties and non-teaching staff convened a meeting. Here, various modalities on academic issues are framed and conveyed to the appropriate stakeholders.

Routine : The college has a routine sub-committee and with instructions from the academic subcommittee prepares a class routine for various courses taking in to the consideration the optimal use of human resources, time and space.

Academic Calendar: All the academic activities are performed adhering to the academic calendar, circulated by the University. However, College also has its own academic calendar.

Internal Assessment: The college conducts summative internal assessments department-wise with the active coordination of internal assessment sub-committee. Besides, many departments conduct formative assessments in different forms.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.garhbetacollege.ac.in/index.php/index.php?option=com_content&view=article&id=263&Itemid=0

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, the evaluation norms of the university are strictly followed. The current session followed the choice-based credit system, and subsequently, a credit based evaluation system. The college has adopted a method of evaluating academic performances of the learners on a continuous basis. Continuous assessments in theory subjects as per the VU norms includes 10 marks each for one internal 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.

Active participation by the students are rewarded as their class attendance. The marks obtained by the students and the score for attendance are both uploaded on the university website. The syllabus and the timings of these assessments are communicated to the students well in advance. For PG courses as well the assessment 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. In a pandemic situation, a continuous system of online evaluation was put in place. Besides evaluation, the institution strictly adheres to the academic calendar as set by the university in curriculum delivery.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://www.garhbeta-college.in/WebFront/NAAC_FolderDetailsView.aspx?FLD=FLD_1206

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

Academic council/BoS of Affiliating University

Setting of question papers for UG/PG programs

Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

Assessment /evaluation process of the affiliating University

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

43

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)

12

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

1447

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

1447

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 checkup is among remarkable events organised by the 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.

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

19

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

1490

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	https://www.garhbetacollege.ac.in/index.php/index.php?option=com_content&view=article&id=282&Itemid=0

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

5275

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

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

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

940

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 learning levels of their students on the basis of interactions during classes, home assignment, students seminars, internal assessment and from the result of university examination. Depending on this each department organises special programmes for advanced learners and slow For advanced learners the approaches adopted are as follows:-

- More challenging work in the form of projects and home assignments
- Advanced reference books are issued from departmental library , e materials from different sources are given
- Incentives in the form of exemption of tuition fees
- Encouragement for participation in inter-class seminar and give prizes to the position holders
- Special lectures by eminent speakers
- Motivate and help in the preparation of JAM, GATE, NET and other competitive examinations

The strategies adopted to level up the slow learners are as follows:-

- Meeting and communicating to the weaker students to find their areas of weakness
- Organizing remedial classes Teachers available beyond class hours to counsel the weaker students
- Evaluated answer scripts of internal assessment and home assignment are placed before them and help 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/activities/mathematics/Student%E2%80%99s%20Seminar%20(2022-23).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
4171	95

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

Garhbeta College believes in the motto, learn to keep learning. In today's world of rapid changes in all spheres of professional life, we believe that it is of utmost importance to guide, assist and handhold students in imbibing the ability to hone an open mind. This in turn helps them in acquiring new skills and knowledge on continuous basis. Towards this end, we acknowledge and emphasize the role of ICT tools on one hand, and that of participative and experiential learning on the other. The significance of obtaining the skills for problem solving is accepted and applied to the teaching-learning methods too. On one hand, it is crucial that students become familiar with the use of the ICT tools, if they are to thrive in today's professional world. On the other hand, one cannot truly learn something until she/he actively participates in the process of learning and/or is allowed to realize correlations between theory and real-life experiences. Such dual enrichment must culminate into being able to solve problems when faced with one, so as to reflect upon one's education truly. Garhbeta College realizes and makes every effort to implement this understanding. Our students receive continuous and consistent exposure to different electronic learning tools, such as LCDs, interactive panel/smart boards, computers, projectors, various software programmes as and whenever applicable.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://garhbeta-college.in/WebFront/NAAC/FolderDetailsView.aspx?FLD=FLD_960

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 of communication between the teachers and the students in this academic year as there is no classroom teaching in pandemic situation. This helps to develop creative and critical thinking as well as scientific temper among the students. Faculty members are provided with the requisite facilities for preparation of computer aided teaching - learning material. Regular classes are taken through on-line platform according to a fixed routine set by each department. Different notice regarding online class, study materials etc. are uploaded in respective whatsapp group as well as in college website. Common platform used for online classes are google 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 access computerized library with internet facility is available for faculty and students. E-resources are available through national networks.

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

95

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

95

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

59

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

95

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.

Garhbeta College, being an affiliated college, conducts internal examinations only and semester examinations are conducted by the University, as laid down in the Vidyasagar University regulation. Internal Assessment (IA) Sub-committee comprising two joint conveners, some teacher members and few non-teaching staff members coordinates the internal examinations. In each semester, program of internal examination is fixed in a meeting of Internal Assessment (IA) Sub-committee according to the college academic calendar. The schedule of internal examination for Honors and P.G. students is published by respective departments and that of general students is published by IA Sub-committee. The schedule is given in college/ departmental notice board and also uploaded in respective WhatsApp group and college website. Departments which undertake formative internal assessment as a part of continuous assessment maintain transparency. The examination process includes setting of question papers/assignments, evaluation of answer scripts/assignments and submission of marks to the HOD within a stipulated period of time. Evaluated answer scripts are preserved and to make the system transparent we often let them know their mistakes (if any) so that they can rectify it. Punctuality, response in classes and other related activities in classes are taken into consideration in giving them credit.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.garhbeta-college.in/WebFront/NAC/FolderDetailsView.aspx?FLD=FLD_966

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 the college website as well as circulated among the students through WhatsApp / Gmail / Google Classroom. 5. To deal with the inconveniences faced by the students of this rural belt of Bengal during the internal assessment examinations, department-wise helpline numbers are provided to the students. 6. To deal with the language barrier faced by the students, the notices and regulations of internal assessment examinations are written in English as well as in regional languages.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.garhbetacollege.ac.in/index.php/index.php?option=com_content&view=article&id=292&Itemid=0

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 college offers B.A., B.Sc. (both honours and general), B.Com. (honours and general), BCA, B.P.Ed. and OMSP programmes at the undergraduate level and M.A. and M.Sc. programmes at the postgraduate level. Currently sixteen B.A. programmes, twenty B.Sc. programmes, three B.Com. programmes, two BCA programmes, one B.P.Ed. programme and one B.A.(OMSP) programme are offered. Two M.A. and two M.Sc. programmes are offered too. The expected outcomes of the programmes in humanities,

The learning outcomes are developed with utmost care by the faculty members of each and every department under the supervision of the IQAC. The UGC guidelines and the directives of the NEP, 2020 provide guidance and direction to achieve the outcomes of the programs. The Programme Outcomes, Programme Specific Outcomes and the Course Outcomes, aimed at our students, are displayed on the college website under the tab Academic throughout the year. In the beginning of each academic year, at the orientation programme for the new students the Head of the institution, the IQAC Coordinator and the Heads of each Department clearly explain the learning outcomes expected from the courses they take. Teachers of every department communicate mandatorily the learning outcomes to the students in the beginning of each semester as well as throughout the entire session. Students are thus made aware of the outcomes regularly.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://garhbeta-college.in/IQAC/FLD_969_49_IQAC_45543.7068714506Summary%20Report%202.6.1%20no.2%20(1).pdf
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.

Being a college affiliated to Vidyasagar University, we have no role in the curriculum development. But designing the learning outcomes and planning the methods of transaction are the two things our college puts utmost importance on. Designing the expected outcomes and assessing their attainments are the points of inception and denouement of the teaching-learning process. Developing a scientific, across-the-board and robust methodology of assessment precedes the actual process of assessment. The assessment is to reflect the levels of comprehensive knowledge, the higher order thinking skills as well as the extent of employability obtained by the students. At the level of execution, the outcomes of a programme or course can be measured through measuring the levels of learning of the students, their progression to higher education and/or employment and the critical interpretation of their learning experience, as reflected in the feedbacks they provide. Hence, the assessment of the attainment of the POs, PSOs and COs has three dimensions, analysis of the results of the final semester students, information on the student progression and analysis of students feedbacks.

Analysis of the Results: The first dimension of the assessments is achieved through the analysis of the results of the students of the final semester. The learning outcomes of different programmes and courses are, first and foremost, gaining comprehensive knowledge of the respective subjects.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://garhbeta-college.in/IQAC/FLD_969_49_IQAC_45543.7068714506Summary%20Report%202.6.1%20no.2%20(1).pdf

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

819

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	Nil

2.7 - Student Satisfaction Survey

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

<https://www.garhbetacollege.ac.in/images/iqac/students-satisfaction-survey/SSS-2023-24.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)

0

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

11

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

22

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

Amiable environment causes sustainable society, which is the key to healthy life. Therefore, Our college has contributed to increase the awareness regarding importance of maintaining quality of environment by distributing saplings in the local community on World Environment Day. Our college has taught the students of Dhadika High School (H.S) about developing green and eco-friendly practices in life by organizing an extension program in collaboration with 'Love thy Nature'. To make our surroundings more green, Doctor's Day has been celebrated by organizing a tree plantation programme in Garhbeta Rural Hospital. Our College has successfully disseminated the destructive impact of the use of plastic on environment by organizing an online student and community sensitization program on International Plastic Bag-free

Day. We have made the younger generation aware about the rights of wildlife and its contribution by organizing a community sensitization programme for school students in celebration of World Elephant Day. We have promoted our cultural heritage where sustainability is inherent by organizing a drawing competition for school students in celebration of the birth anniversary of Abanindranath Tagore. The college has successfully made aware the people of the adopted village by arranging a fun and memorable session with village children and their parents to commemorate 50 years of Chipko Movement.

To spread awareness, especially among the school students, about environmental degradation and importance of preserving local biodiversity, we have organized a film-show, 'KALAMKATHI'.

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

05

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

24

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**

27

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**

27

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

27

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 for quality education. Total construction area of the campus is 12696Sq-m. The college comprises of Academic and Administrative blocks 2 Boys' and 1 Ladies' Hostel Canteen Seminar Hall Gymnasium. Playground 2 common room 1 Guest house 32 toilets (including 14 for girls) Basic amenities on college premises include staff and student parking, canteen, drinking water coolers, first aid, CCTV cameras for security. Academic Facilities: 1. The college has 48 classrooms, each with wi-fi connection and 13 with LCD facilities to serve the need of ICT enabled teaching-learning mechanism. There are 2 smart classrooms. 2. There are 8 well equipped laboratories with sophisticated equipment and adequate number of licensed computing and simulating software. 3. 1 seminar hall with compact ICT facility and 1 conference hall with LCD and wi-fi facilities. 4. There are 100 computers in various departments. 5. Wi-fi facility is available inside the whole campus.

6. The fully computerized library uses automated KOHA software and is well equipped with 42558 books, 21 journals. a stack room and reading hall.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://assessmentonline.naac.gov.in/storage/app/hei/SSR/6883/4.1.1_1724154172_4598.pdf

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 and sports activities. Cultural Activities: Cultural activities present an opportunity to the students express their talent and boost their self-confidence. The college has a cultural Committee which is responsible for arranging various programmes throughout the year. Cultural activities are usually held in seminar hall. In addition, the playground of the college is also used for freshers' welcome, Saraswati puja and other functions. During the pandemic situation, a mechanism using Google Workspace for education (formerly known as Gsuite) has been set up to organize cultural activities in online mode. Sports: Sports has an essential role in the growth and development of students, it helps in the physical and mental fitness of the body. As far as the sports goods are concerned, these are kept under the custody of Department of Physical Education & B.P.E.D.

1. College has one playground with outdoor facilities for football, handball, cricket, athletics and other track and field events. In addition there are separate kho-kho and kabaddi grounds, separate volleyball and basketball courts.
2. College has indoor facilities for table tennis, badminton, gymnastic, netball. There is a well equipped Gymnasium with 16 station multi gym for 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.

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

19

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)**

115.72852

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)**

Library Contents: Physical books: 44,634 volumes E-journals: 6,000+ E-books: 199,500+ CDs & DVDs: 100+ Newspapers: 7 titles Magazines and Journals: 20 titles Digital Repository: Contains old question papers and syllabi. Digital Library: Features non-copyrighted e-books, newspaper clippings of college events, Swaranika, and college prospectuses from various years. Free E-resources Access to Newspapers and Digital Magazines: Available through the central library website. Basic Library Facilities: Reading Room: Separate areas for teachers and students. Reprography Services: Photocopying facilities at minimal cost.

Online Resource Centre Remote Access Library OPAC: Accessible through the MOPAC app. Open Access Stack: Available for postgraduate students. Library Subscriptions: E-journals and E-books: Access to 6,000+ e-journals and 199,500+ e-books through N-LIST and NDLI. ILS Software: Name: KOHA Version: 23.05.04.000 Nature of Automation: Partially automated. Key Features of the Library Management Software, Circulation Management, and OPAC: Online Public Access Catalogue (OPAC) Staff Interface Reporting Module Centralized Management Multi-lingual Support Automated Reminders: For overdue items and new arrivals. Data Collection Capabilities Web 2.0 Features Barcode Printing and Patron Card Creation Online Book Reservations: Managed by the librarian for the benefit of students and staff. Display of New Book Arrivals: Shown on the library's OPAC homepage.

Reading Room: The central library's reading room is well-furnished, offering separate areas for teachers and students, free Wi-Fi access, an Online Resource Centre, a designated OPAC zone and a newspaper reading area. Question Bank: The central library archives previous years' question papers in both offline and digital formats, accessible through digital archive software (D-Space).

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://garhbetacollege-opac.kohacloud.in/cgi-bin/koha/opac-main.pl

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)

2.47747

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

50

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

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 offlineonline) 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 the students are done. Moreover, using this software, a unique Id (GBCno) is created for every student in an academic year to maintain student database. Library is full computerized and automated with KOHA. Students and Teachers have access to NLIST.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.garhbeta-college.in/WebFront/NAC_FolderDetailsView.aspx?FLD=FLD_1004

4.3.2 - Number of Computers

145

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)

69.32653

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 which include all stakeholders drafting policies in regular meetings, for maintaining and utilizing physical, academic and support facilities like laboratory, library, sports complex, computers, classrooms etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpd iI6IlNpbE4zMm5jVE8yaVhVZTBWL01yRkE9PSIsInZ hbHVlIjoiM2VlWEVGMkRybno1YXlkYVpMa2pUZ1pRW TBzTUxnMFFRVXZoOWpRUEVPaDcxOEozd3BUSEVJelR wRldCbzOreSIsIm1hYyI6IjA2N2U2YzNkOGUxZGUsN jOzNDAzZDJlY2JkYzMyZTI3NzcxMTM0ZmE2NjFlMDU yYzk3ODMzMzdLOGZmMDU5ZGEiLCJ0YWciOiIifo==

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

1949

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

0

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

A. All of the above

File Description	Documents
Link to institutional website	NA
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

767

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

767

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

190

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

190

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

12

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.

9

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. 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

14

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

5.4 - Alumni Engagement

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

The Alumni Association of Garhbeta College has constantly involved in the overall progress of the college at various levels. Alumni of Garhbeta College are now well established in their respective fields, i.e., Education, Judiciary, Literature, Sports, Agriculture, Politics, Business and Industry, Social Work etc. The Alumni Association organizes seminars and workshops time to time on academic and current affairs. The members of the Association give their expertise to the college and extend cooperation whenever needed. The College Foundation Day has always been an informal space for alumni engagement. Members of the alumni association as well as community people participated whole heartedly in a Blood Donation Camp organized by the Garhbeta College Alumni Association in collaboration with NCC and NSS units of Garhbeta College on 14.05.2024. In the academic year 2023-2024, Garhbeta College Alumni Association was involved in various developmental and constructive activities. A few of them are mentioned below: 1.Alumni Association of the college encourages contributions from Alumni and a total sum of Rs. 2,64,266/- has been donated by alumni for the construction of the building named as Smarak Bhaban.. 2.Blood Donation Camp was organised by Alumni Association 3.Health check-up camp was organized jointly with the NSS Units of our college 4.Tree Plantation was organised by Alumni Association 5.Seminars organized in collaboration with the Department of Mathematics.

File Description	Documents
Paste link for additional information	https://www.garhbeta-college.in/WebFront/NAC_FolderDetailsView.aspx?FLD=FLD_11226
Upload any additional information	View File

5.4.2 - Alumni contribution during the year A. ? 5Lakhs (INR in Lakhs)

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

Garhbeta College envisions a future of students enlightened and empowered by transformative and progressive education which lead to their holistic development. In this context, it may be mentioned that the college has gladly accepted the NEP-2020 curriculum and credit framework as instructed by Vidyasagar University. The college has a Governing Body and this body constitutes some committees for decentralization and participation in the institutional governance. Policies are framed in the Governing Body under the leadership of the Principal. Being the chairman of various committees, the Principal works to promote quality of education, development of infrastructure and policy implementation to achieve the Vision and Mission of the institution. Various Sub-Committees are formed like Finance Committee, Purchase Committee, Building Committee, Maintenance Committee, Academic Committee, Examination Committee, Students' AID Fund and Free Studentship Committee etc. for better administration and governance. Committees/cells like Grievance & Redressal Cell, Antiragging Sub-committee, Equal Opportunity Cell, ICC, 'Saheli' (Women's Cell) keep a close watch on the maintenance and protection of inclusive environment on education and the interests of students so that institution proceeds towards the attainment of vision.

File Description	Documents
Paste link for additional information	http://www.garhbeta-college.in/WebFront/NAAC_FolderDetailsView.aspx?FLD=FLD_1034
Upload any additional information	View File

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

Garhbeta College is a Govt. aided multidisciplinary degree college affiliated to Vidyasagar University. It functions under the policies developed by the college and follows rules & regulations of Higher Education Department, Govt. of West Bengal. It also abides by the mandate of Ministry of Education, Govt. of India, UGC, Vidyasagar University, AICTE, NCTE. The Governing Body (GB) is the apex policy-making body and it is formed as per the West Bengal Universities and Colleges (Administration

and Regulation) Act, 2017. The GB is headed by the President of the College. The Principal is the secretary of GB and chairperson of all the sub-committees framed by GB. The finance committee is formed by the GB; a senior teaching staff nominated by GB becomes Bursar and he/she looks after the issues related to finance. IQAC Coordinator is in charge of quality initiatives in academic as well as administrative fields. The Teachers' Council, a statutory body, deals with matters affecting teachers as well as academic activity. Secretary of Teachers' Council is elected amongst the teachers who are appointed through the recommendation of College Service Commission. Following the NAAC guidelines, GB nominates in the IQAC one senior faculty member as its coordinator and other members. In the Teachers' Council meeting, teachers suggest joint conveners and teacher members in various subcommittees and forward to the GB for approval.

File Description	Documents
Paste link for additional information	https://www.garhbetacollege.ac.in/subcommittee.php
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 an internal assessment 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 resources.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://assessmentonline.naac.gov.in/storage/app/hei/SSR/6883/6.2.1_1724167229_4598.pdf
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, Cocurricular 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 College 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	https://www.garhbetacollege.ac.in/subcommittee.php
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

A. All 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 and Non-teaching staff of an institution is the key factor towards better management of both the academic and administrative wings. Therefore, keeping this point in mind, the institution provides 'Festival advance' on the eve of autumn festivals to Teaching and Non-Teaching staffs. Those who are willing to get the 'Festival advance' can avail this offer with limited formalities and the amount is paid back by the employee with zero interest. Moreover, college authority has a noble gesture to provide Puja Bonus/ex-gratia to the non-teaching staff who receive it as an appraisal of their services of the whole year. The college also hosts a cooperative society for the staffs which is affiliated to the Vidyasagar Central Cooperative Bank Ltd., 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. Members of the college co-operative society can avail loan with the simple interest from Vidyasagar Central Cooperative Bank Ltd. on the recommendation of college Co-operative chairperson and secretary. The loan can be personal, House Building/Renovation or Loan against Property. The loan is processed with minimum documentation and the staff can repay the loan amount in easy EMIs with low interest rate. The college provides lunch facility to the Gateman, Gardener and Sweeper as recognition of early hour service. In addition to the lunch, Gateman receives free uniform along with washing charge.

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

0

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

111

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

111

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 institutional think tank believes that the wellbeing of the Teaching and Non-teaching staff of an institution is the key factor towards better management of both the academic and administrative wings. Therefore, keeping this point in mind, the

institution provides 'Festival advance' on the eve of autumn festivals to Teaching and Non-Teaching staffs. Those who are willing to get the 'Festival advance' can avail this offer with limited formalities and the amount is paid back by the employee with zero interest. Moreover, college authority has a noble gesture to provide Puja Bonus/ex-gratia to the non-teaching staff who receive it as an appraisal of their services of the whole year. The college also hosts a cooperative society for the staffs which is affiliated to the Vidyasagar Central Cooperative Bank Ltd., 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. Members of the college co-operative society can avail loan with the simple interest from Vidyasagar Central Cooperative Bank Ltd. on the recommendation of college Co-operative chairperson and secretary. The loan can be personal, House Building/Renovation or Loan against Property. The loan is processed with minimum documentation and the staff can repay the loan amount in easy EMIs with low interest rate. The college provides lunch facility to the Gateman, Gardener and Sweeper as recognition of early hour service. In addition to the lunch, Gateman receives free uniform along with washing charge.

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

Students provide us some funds in the form of fees. Fees are annual in nature except tuition fees. Fees thus collected mostly are tied 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 socioeconomic 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

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

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

0

File Description	Documents
Annual statements of accounts	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

The Institution has strategically mobilized and optimally used its resources as well as funds received from various sources The fund received from RUSA has been used for infrastructural developments through the RUSA

monitoring unit. Fund generated through the collection of students' fees etc. is used for developing physical Infrastructural facilities, academic support facilities, maintenance work, payment of electric bill, payment of salary of casual staff, payment for different students' welfare programs,

other running expenses etc. A fund has been generated from the donations of alumni and faculty members for construction of memorial building as a part of celebration of 75th anniversary year of our college. Funds obtained from the State Government for payment of salary to the employees are disbursed through HRMS. The college follows the policy to refund fees to the students against cancellation of admission. The college follows the policy of free studentship for students coming from low income family. The financial affairs are monitored by the Governing Body and Finance Committee headed by the President and Principal. All financial transactions are properly dealt through the accounts section headed by the Bursar of the college. Departmental heads place their requisition of equipments, books, chemicals, furniture, ICT resources, etc. as and when necessary. The Governing Body allocates funds for construction or renovation of buildings, laboratories, purchasing of books and instruments for different departments, purchasing of computers, projectors, interactive panel boards etc.

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

Significant initiatives in Teaching-Learning process: To cope with the COVID-19 situation, the website domain has been changed to "ac.in" and college has purchased G-suite to facilitate online classes in a large scale, conducting webinars and other regular academic activities. Implementation of IQAC's proposal to extend financial support to teaching staff for the paper presentation in seminar/workshop as well as to students for writing article to incentivize research. Substantial increase in the number of ICT enabled class rooms. Introduction of Mentor-Mentee system effectively. Introduction of D-SPACE facility. Introduction of Add-On/Value-Added/Certificate courses. Organization of Seminar/Workshop on Research Methodology, Intellectual Property Rights (IPR) and Entrepreneurship. Implementation of student centric teaching-learning methods, e.g. students' seminar, model/chart preparation, wall magazine, group discussion etc. MOU, collaborations/linkage with the other institution/NGOs.

Participation of teaching and non-teaching staff in FDP and Professional Development Program respectively. Installation of Interactive Panel Board in the class rooms to make the teaching-learning easier and faster. Updation of website to smoothen the knowledge sharing.

Significant initiatives in the areas other than Teaching-Learning process: Allocation of 'Seed Fund' to some sub-committees
Installation of solar panel to utilize renewable energy resource
Green audit by external agency
Renovation & repairing of physical facilities
Rooftop shed on the three old buildings
Rain water harvesting at different buildings and locations of the college

File Description	Documents
Paste link for additional information	https://www.garhbetacollege.ac.in/index.php?option=com_content&view=article&id=297&Itemid=0
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 institution 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 calendar, 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, methodologies used in teaching, evaluation system adopted by the institution. Feedback is analyzed by the IQAC in association with HODs for future improvement. Internal assessment is conducted in the College periodic 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)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.garhbetacollege.ac.in/pdf/iqac/iqac%20resolution/IOAC-Resolution-2023-24-ATR_240623_091140.pdf
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 consistently and regularly works for promoting and raising awareness about gender equity, both on and beyond campus. Our efforts and activities are categorized as the following:

Gender Audit : Garhbeta College has started to conduct Gender Audit internally, among the students, faculty and nonteaching staff. The Internal Complaints Committee of our college has taken up the responsibility of conducting the Gender Audit.

Institutional Infrastructure Saheli, the Women's Cell: Saheli, the Women's Cell of Garhbeta College was established in 2011 as a platform for the women faculty, staff and girl students to share their views and issues and ascertain their rights. Promotion of gender equality, raising awareness for women's health, hygiene, legal rights and organizing skill development programmes are the major functions of this cell.

Internal Complaints Committee: The Internal Complaints Committee (ICC) of the college is constituted as per the recommendation of UGC . ICC's function is to ensure a sexual harassment-free environment, zero tolerance of gender-based violence and organizing regular gender sensitization programmes to evaluate, assist and support all those who are studying or working in the institute and to address the harassment complaint (if any) following Section 4(1) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. A Legal Awareness Cell has also been set up to work as a subsidiary as well as complimentary body (along with its role of general legal help to all) to assist in empowering the female stakeholders of our college.

File Description	Documents
Annual gender sensitization action plan	https://garhbeta-college.in/WebFront/NAAC_FolderDetailsView.aspx?FLD=FLD_1119
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://garhbeta-college.in/IOAC/FLD_1052_49_IOAC_45542.5474846836Draft%20Gender%20Audit%20Report.pdf

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

A. 4 or All 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	https://garhbeta-college.in/IQAC/FLD_11232_49_IQAC_45529.5795227623Summary%20Report%207.1.3%20part%201.pdf
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 **A. Any 4 or all 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: **A. Any 4 or All of the above**

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

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 **A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	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).

The ideal of inclusive learning is one of the missions of this college too, as mentioned in the college website. All the efforts towards this end are divided in categories as follow.

1. Commemorative and Celebratory Activities: 2. Cultural Harmony - We celebrate the birth anniversary of Rabindranath Thakur, Kazi

Najrul Islam as well as Pandit Raghunath Murmu with equal importance. The celebration of the birth anniversary of Raja Rammohan Roy too, helps us to remember the culturally harmonious inheritance of Bengal as well as India. 3.Linguistic Inclusivity - Commemoration of International Mother Language Day is an important event where the college community participates actively. The celebration of Sanskrit Week and Biswa Adivasi Divas generates the opportunity for the students to learn the significance of the heritage languages along with that of Bengali language. 4.Communal Integration - Regular events like the seminars on Santali Music and Culture, Santali Society and Culture, Discrimination against the Depressed Section in the Field of Education in Contemporary India help the students understand discrimination and the value and importance of an inclusive environment. 5.Environmental Inclusiveness - We have adopted the green way to ensure a productive and holistic educational environment for our students. Nurturing an indigenous fruit forest on campus, annual celebration of World Environment Day, regular organization of Plantation Programmes, commemoration of the 50th anniversary of the Chipko Movement, Awareness campaign on human-wild life coexistence remembering World Elephant Day and on Developing Green Eco-friendly Practices - all such activities teach students the significance of environmental inclusiveness.

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

Constitutional Responsibility - Our students have participated in Mock Parliament and seminars on constitutional provisions, which help them realize their constitutional rights and responsibilities. **Infrastructure and Practices:-** 1.Institutional Cells - Equal Opportunity Cell and the SC/ST Cell consistently work towards raising awareness for and protecting the inclusive learning environment of the college. 2.Combinations of Courses Offered - Santali, Physical Education and N.C.C. combination provides a truly inclusive learning opportunity for our students coming from Santali speaking communities and it prepares them with training in Physical Education and for Defense and Security

Services. 3. Trilingual Campus - This makes all the stakeholders feel included and generates a sense of belongingness.

4. Sensitization of students about preservation of the ecosystem and environment by the Environment Sub-Committee of the college. 5. Induction Lectures 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 the code of conduct of the college. 6. 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 inspire 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.

A. All 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.

Overcoming Gender Barrier in Garhbeta College Objectives: To create a gender barrier-free learning environment. To convince the families of our students about the consistent and active practices on campus. To enable and motivate all the stakeholders in maintaining and protecting a non-discriminatory gender sensitive college campus.

Practice: Sanitary Napkin Vending Machine: Sanitary napkin vending machines are installed in the girls' common room and in the girls' hostel. **Subsidising Vending Machine:** Recognising the multi-dimensionality of this issue, our college has made the use of vending machine subsidised for our students since 19.11.2022. **Entrepreneurship Workshops:** Self-employment for women is an important step for breaking the gender barrier and for that, the women's cell of our college organizes entrepreneurship workshops.

Encouraging Future Students to Pursue Higher Education Objectives: To ignite aspirations among school students to join college for higher education. To familiarise them with the academic practices of a college. To inculcate an inquisitive mind among them.

Practice: Open House: Chemistry: Local school students visited Chemistry laboratory on 28/02/2023 and 5/01/2024. **Physiology:** A group of school students visited the Physiology department on 14/09/2024. **Zoology:** On 21/09/2023, local students visited the Zoology Laboratory.

Botany: A group of local students visited the department of botany on 28th February 2023. **Physics:** The department of Physics had hosted a group of local students on 05/01/2024. **BCA:** Local students visited the department of BCA and participated in a one-day boot camp on soft skills. **Library:** Local school students visited our library on 5th January, 2024.

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 of Garhbeta College A number of uniqueness can be listed as the distinctive characteristic of our college though, they all can be weaved together into one central theme, Inclusive College Campus in the True Sense of the Term. Reaching out to the Community: Garhbeta College takes all possible actions to meet these challenges. We emphasize on learning through vernacular language as far as practicable, to help the learners coming from the rural households with parents who has had low Mean Years of Schooling (MYS) get better access to education. 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 Defence and security services. We believe that more students will opt for this subject combination, and will come out better prepared for their future. This addresses the challenge of meeting the 'lack of knowledge of higher education opportunities', as highlighted in the NEP, 2020.

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 is affiliated to Vidyasagar University. The institution has little right to suggest and design a curriculum for any subject. It adheres to the curriculum laid down by the affiliating University. College has well planned curriculum and delivery through a properly documented process. Taking cognizance of the institutional vision, mission and objectives, the college has envisaged Program Outcome (PO), Program Specific Outcome (PSO) and Course Outcome (CO) and implemented those uniquely.

Following mechanisms and tools have been set up for the implementation of aforesaid objectives:

Academic Sub-committee comprises of the principal as chairman, the Secretary of Teachers Council as convener, all Head/Coordinator of the academic Departments, librarian, some faculties and non-teaching staff convened a meeting. Here, various modalities on academic issues are framed and conveyed to the appropriate stakeholders.

Routine : The college has a routine sub-committee and with instructions from the academic subcommittee prepares a class routine for various courses taking in to the consideration the optimal use of human resources, time and space.

Academic Calendar: All the academic activities are performed adhering to the academic calendar, circulated by the University. However, College also has its own academic calendar.

Internal Assessment: The college conducts summative internal assessments department-wise with the active coordination of internal assessment sub-committee. Besides, many departments conduct formative assessments in different forms.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.garhbetacollege.ac.in/index.php/index.php?option=com_content&view=article&id=263&Itemid=0

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, the evaluation norms of the university are strictly followed. The current session followed the choice-based credit system, and subsequently, a credit-based evaluation system. The college has adopted a method of evaluating academic performances of the learners on a continuous basis. Continuous assessments in theory subjects as per the VU norms include 10 marks each for one internal 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. Active participation by the students is rewarded as their class attendance. The marks obtained by the students and the score for attendance are both uploaded on the university website. The syllabus and the timings of these assessments are communicated to the students well in advance. For PG courses as well, the assessment 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. In a pandemic situation, a continuous system of online evaluation was put in place. Besides evaluation, the institution strictly adheres to the academic calendar as set by the university in curriculum delivery.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://www.garhbeta-college.in/WebFront/NAA_C_FolderDetailsView.aspx?FLD=FLD_1206

1.1.3 - Teachers of the Institution participate in following activities related to

B. Any 3 of the above

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

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

1.2 - Academic Flexibility

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

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

43

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)

12

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

1447

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

1447

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 checkup is among remarkable events organised by the 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.

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

19

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

1490

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	https://www.garhbetacollege.ac.in/index.php/index.php?option=com_content&view=article&id=282&Itemid=0

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

5275

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

940

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 learning levels of their students on the basis of interactions during classes, home assignment, students seminars, internal assessment and from the result of university examination. Depending on this each department organises special programmes for advanced learners and slow For advanced learners the approaches adopted are as follows:-

- More challenging work in the form of projects and home assignments
- Advanced reference books are issued from departmental library , ematerials from different sources are given
- Incentives in the form of exemption of tuition fees
- Encouragement for participation in inter-class seminar and give prizes to the position holders
- Special lectures by eminent speakers
- Motivate and help in the preparation of JAM, GATE, NET and other competitive examinations

The strategies adopted to level up the slow learners are as follows:-

- Meeting and communicating to the weaker students to find their areas of weakness
- Organizing remedial classes Teachers available beyond class hours to counsel the weaker students
- Evaluated answer scripts of internal

assessment and home assignment are placed before them and help 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/activities/mathematics/Student%E2%80%99s%20Seminar%20(2022-23).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
4171	95

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

Garhbeta College believes in the motto, learn to keep learning. In today's world of rapid changes in all spheres of professional life, we believe that it is of utmost importance to guide, assist and handhold students in imbibing the ability to hone an open mind. This in turn helps them in acquiring new skills and knowledge on continuous basis. Towards this end, we acknowledge and emphasize the role of ICT tools on one hand, and that of participative and experiential learning on the other. The significance of obtaining the skills for problem solving is accepted and applied to the teaching-learning methods too. On one hand, it is crucial that students become familiar with the use of the ICT tools, if they are to thrive in today's professional world. On the other hand, one cannot truly learn something until she/he actively participates in the process of learning and/or is allowed to realize correlations between theory and real-life experiences. Such dual enrichment must culminate into being able to solve problems when faced with one, so as to reflect upon one's education truly. Garhbeta College realizes and makes every effort to implement this

understanding. Our students receive continuous and consistent exposure to different electronic learning tools, such as LCDs, interactive panel/smart boards, computers, projectors, various software programmes as and whenever applicable.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://garhbeta-college.in/WebFront/NAAC_FolderDetailsView.aspx?FLD=FLD_960

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 of communication between the teachers and the students in this academic year as there is no classroom teaching in pandemic situation. This helps to develop creative and critical thinking as well as scientific temper among the students. Faculty members are provided with the requisite facilities for preparation of computer aided teaching - learning material. Regular classes are taken through on-line platform according to a fixed routine set by each department. Different notice regarding online class, study materials etc. are uploaded in respective whatsapp group as well as in college website. Common platform used for online classes are google 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 access computerized library with internet facility is available for faculty and students. E-resources are available through national networks.

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

95

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

95

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

59

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

95

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.

Garhbeta College, being an affiliated college, conducts internal examinations only and semester examinations are conducted by the University, as laid down in the Vidyasagar University regulation. Internal Assessment (IA) Sub-committee comprising two joint conveners, some teacher members and few non-teaching staff members coordinates the internal examinations. In each semester, program of internal examination is fixed in a meeting of Internal Assessment (IA) Sub-committee according to the college academic calendar. The schedule of internal examination for Honors and P.G. students is published by respective departments and that of general students is published by IA Sub-committee. The schedule is given in college/ departmental notice board and also uploaded in respective WhatsApp group and college website. Departments which undertake formative internal assessment as a part of continuous assessment maintain transparency. The examination process includes setting of question papers/assignments, evaluation of answer scripts/assignments and submission of marks to the HOD within a stipulated period of time. Evaluated answer scripts are preserved and to make the system transparent we often let them know their mistakes (if any) so that they can rectify it. Punctuality, response in classes and other related activities in classes are taken into consideration in giving them credit.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.garhbeta-college.in/WebFront/NAAC_FolderDetailsView.aspx?FLD=FLD_966

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	https://www.garhbetacollege.ac.in/index.php/index.php?option=com_content&view=article&id=292&Itemid=0

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 college offers B.A., B.Sc. (both honours and general), B.Com. (honours and general), BCA, B.P.Ed. and OMSP programmes at the undergraduate level and M.A. and M.Sc. programmes at the

postgraduate level. Currently sixteen B.A. programmes, twenty B.Sc. programmes, three B.Com. programmes, two BCA programmes, one B.P.Ed. programme and one B.A.(OMSP) programme are offered. Two M.A. and two M.Sc. programmes are offered too. The expected outcomes of the programmes in humanities,

The learning outcomes are developed with utmost care by the faculty members of each and every department under the supervision of the IQAC. The UGC guidelines and the directives of the NEP, 2020 provide guidance and direction to achieve the outcomes of the programs. The Programme Outcomes, Programme Specific Outcomes and the Course Outcomes, aimed at our students, are displayed on the college website under the tab Academic throughout the year. In the beginning of each academic year, at the orientation programme for the new students the Head of the institution, the IQAC Coordinator and the Heads of each Department clearly explain the learning outcomes expected from the courses they take. Teachers of every department communicates mandatorily the learning outcomes to the students in the beginning of each semester as well as throughout the entire session. Students are thus made aware of the outcomes regularly.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://garhbeta-college.in/IQAC/FLD_969_49_IQAC_45543.7068714506Summary%20Report%202.6.1%20no.2%20(1).pdf
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.

Being a college affiliated to Vidyasagar University, we have no role in the curriculum development. But designing the learning outcomes and planning the methods of transaction are the two things our college puts utmost importance on. Designing the expected outcomes and assessing their attainments are the points of inception and denouement of the teaching-learning process. Developing a scientific, across-the-board and robust methodology of assessment precedes the actual process of assessment. The assessment is to reflect the levels of

comprehensive knowledge, the higher order thinking skills as well as the extent of employability obtained by the students. At the level of execution, the outcomes of a programme or course can be measured through measuring the levels of learning of the students, their progression to higher education and/or employment and the critical interpretation of their learning experience, as reflected in the feedbacks they provide. Hence, the assessment of the attainment of the POs, PSOs and COs has three dimensions, analysis of the results of the final semester students, information on the student progression and analysis of students feedbacks.

Analysis of the Results: The first dimension of the assessments is achieved through the analysis of the results of the students of the final semester. The learning outcomes of different programmes and courses are, first and foremost, gaining comprehensive knowledge of the respective subjects.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://garhbeta-college.in/IOAC/FLD_969_49_IOAC_45543.7068714506Summary%20Report%202.6.1%20no.2%20(1).pdf

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

819

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	Nil

2.7 - Student Satisfaction Survey

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

<https://www.garhbetacollege.ac.in/images/iqac/students-satisfaction-survey/SSS-2023-24.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)

0

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**

11

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**

22

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

Amiable environment causes sustainable society, which is the key to healthy life. Therefore, Our college has contributed to increase the awareness regarding importance of maintaining quality of environment by distributing saplings in the local community on World Environment Day. Our college has taught the students of Dhadika High School (H.S) about developing green and eco-friendly practices in life by organizing an extension program in collaboration with 'Love thy Nature'. To make our surroundings more green, Doctor's Day has been celebrated by organizing a tree plantation programme in Garhbeta Rural Hospital. Our College has successfully disseminated the destructive impact of the use of plastic on environment by organizing an online student and community sensitization program on International Plastic Bag-free Day. We have made the younger generation aware about the rights of wildlife and its contribution by organizing a community sensitization programme for school students in celebration of World Elephant Day. We have promoted our cultural heritage where sustainability is inherent by organizing a drawing competition for school students in celebration of the birth anniversary of Abanindranath Tagore. The college has successfully made aware the people of the adopted village by arranging a fun and memorable session with village children and their parents to commemorate 50 years of Chipko Movement.

To spread awareness, especially among the school students, about environmental degradation and importance of preserving local biodiversity, we have organized a film-show, 'KALAMKATHI'.

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

05

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**

24

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**

27

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

27

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

27

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 for quality education. Total construction area of the campus is 12696Sq-m. The college comprises of Academic and Administrative blocks 2 Boys' and 1 Ladies' Hostel Canteen Seminar Hall Gymnasium. Playground 2 common room 1 Guest house 32 toilets (including 14 for girls) Basic amenities on college premises include staff and student parking, canteen, drinking water coolers, first aid, CCTV cameras for security. Academic Facilities: 1. The college has 48 classrooms, each with wi-fi connection and 13 with LCD facilities to serve the need of ICT enabled teaching-learning mechanism. There are 2 smart classrooms. 2. There are 8 well equipped laboratories with sophisticated equipment and adequate number of licensed computing and simulating software. 3. 1 seminar hall with compact ICT facility and 1 conference hall with LCD and wi-fi facilities. 4. There are 100 computers in various departments. 5. Wi-fi facility is available inside the whole campus.

6. The fully computerized library uses automated KOHA software and is well equipped with 42558 books, 21 journals. a stack room and reading hall.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://assessmentonline.naac.gov.in/storage/app/hei/SSR/6883/4.1.1_1724154172_4598.pdf

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 and sports activities. Cultural Activities: Cultural activities present an opportunity to the students express their talent and boost their self-confidence. The college has a cultural Committee which is responsible for arranging various programmes throughout the year. Cultural activities are usually held in seminar hall. In addition, the playground of the college is also

used for freshers'welcome, Saraswatipujoand other functions. During the pandemic situation, a mechanism using Google Workspace for education(formerly known as Gsuite) 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.

19

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

19

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)

115.72852

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)**

Library Contents: Physical books: 44,634 volumes E-journals: 6,000+ E-books: 199,500+ CDs & DVDs: 100+ Newspapers: 7 titles Magazines and Journals: 20 titles Digital Repository: Contains old question papers and syllabi. Digital Library: Features non-copyrighted e-books, newspaper clippings of college events, Swaranika, and college prospectuses from various years. Free E-resources Access to Newspapers and Digital Magazines: Available through the central library website. Basic Library Facilities: Reading Room: Separate areas for teachers and students. Reprography Services: Photocopying facilities at minimal cost. Online Resource Centre Remote Access Library OPAC: Accessible through the MOPAC app. Open Access Stack: Available for postgraduate students. Library Subscriptions: E-journals and E-books: Access to 6,000+ e-journals and 199,500+ e-books through N-LIST and NDLI. ILMS Software: Name: KOHA Version: 23.05.04.000 Nature of Automation: Partially automated. Key Features of the Library Management Software, Circulation Management, and OPAC: Online Public Access Catalogue (OPAC) Staff Interface Reporting Module Centralized Management Multi-lingual Support Automated Reminders: For overdue items and new arrivals. Data Collection Capabilities Web 2.0 Features Barcode Printing and Patron Card Creation Online Book Reservations: Managed by the librarian for the benefit of students and staff. Display of New Book Arrivals: Shown on the library's OPAC homepage.

Reading Room: The central library's reading room is well-

furnished, offering separate areas for teachers and students, free Wi-Fi access, an Online Resource Centre, a designated OPAC zone and a newspaper reading area. Question Bank: The central library archives previous years' question papers in both offline and digital formats, accessible through digital archive software (D-Space).

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://garhbetacollege-opac.kohacloud.in/cgi-bin/koha/opac-main.pl

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)

2.47747

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**

50

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**

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 offlineonline) 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	https://www.garhbeta-college.in/WebFront/NAAC_FolderDetailsView.aspx?FLD=FLD_1004

4.3.2 - Number of Computers**145**

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)****69.32653**

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 which include 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	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpdjI6I1NpbE4zMm5jVE8yaVhVZTBWL01yRkE9PSIsInZhbHVlIjoim2VlWEVGMkRybno1YXlkYVpMa2pUZlpRWTBzTUxnMFFRVXZoQWpRUEVPaDcxOEozd3BUSEVJelRwRldCbzOreSIsIm1hYyI6IjA2N2U2YzNkOGUxZGUsNjOzNDZDZDlY2JkYzZmZTI3NzcxMTM0ZmE2NjFlMDUyYzk3ODMzMzd1OGZmMDU5ZGEiLCJ0YWciOiIiIiIjOjE9

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

1949

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

0

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

A. All of the above

File Description	Documents
Link to institutional website	NA
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

767

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

767

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

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

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

190

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

190

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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

12

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.

9

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. 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

14

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

5.4 - Alumni Engagement

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

The Alumni Association of Garhbeta College has constantly involved in the overall progress of the college at various levels. Alumni of Garhbeta College are now well established in their respective fields, i.e., Education, Judiciary, Literature, Sports, Agriculture, Politics, Business and Industry, Social Work etc. The Alumni Association organizes seminars and workshops time to time on academic and current affairs. The members of the Association give their expertise to the college and extend cooperation whenever needed. The College Foundation Day has always been an informal space for alumni engagement. Members of the alumni association as well as community people participated whole heartedly in a Blood Donation Camp organized by the Garhbeta College Alumni Association in collaboration with NCC and NSS units of Garhbeta College on 14.05.2024. In the academic year 2023-2024, Garhbeta College Alumni Association was involved in various developmental and constructive activities. A few of them are mentioned below: 1. Alumni Association of the college encourages contributions from Alumni and a total sum of Rs. 2,64,266/- has been donated by alumni for the construction of the building named as Smarak Bhaban.. 2. Blood Donation Camp was organised by Alumni Association 3. Health check-up camp was organized jointly with the NSS Units of our college 4. Tree Plantation was organised by Alumni Association 5. Seminars organized in collaboration with the Department of Mathematics.

File Description	Documents
Paste link for additional information	https://www.garhbeta-college.in/WebFront/NAAC_FolderDetailsView.aspx?FLD=FLD_11226
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) A. ? 5Lakhs

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

Garhbeta College envisions a future of students enlightened and empowered by transformative and progressive education which lead to their holistic development. In this context, it may be mentioned that the college has gladly accepted the NEP-2020 curriculum and credit framework as instructed by Vidyasagar University. The college has a Governing Body and this body constitutes some committees for decentralization and participation in the institutional governance. Policies are framed in the Governing Body under the leadership of the Principal. Being the chairman of various committees, the Principal works to promote quality of education, development of infrastructure and policy implementation to achieve the Vision and Mission of the institution. Various Sub-Committees are formed like Finance Committee, Purchase Committee, Building Committee, Maintenance Committee, Academic Committee, Examination Committee, Students' AID Fund and Free Studentship Committee etc. for better administration and governance. Committees/cells like Grievance & Redressal Cell, Antiragging Sub-committee, Equal Opportunity Cell, ICC, 'Saheli'(Women's Cell) keep a close watch on the maintenance and protection of inclusive environment on education and the interests of students so that institution proceeds towards the attainment of vision.

File Description	Documents
Paste link for additional information	http://www.garhbeta-college.in/WebFront/NAC FolderDetailsView.aspx?FLD=FLD_1034
Upload any additional information	View File

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

Garhbeta College is a Govt. aided multidisciplinary degree college affiliated to Vidyasagar University. It functions under the policies developed by the college and follows rules & regulations of Higher Education Department, Govt. of West Bengal. It also abides by the mandate of Ministry of Education,

Govt. of India, UGC, Vidyasagar University, AICTE, NCTE. The Governing Body (GB) is the apex policy-making body and it is formed as per the West Bengal Universities and Colleges (Administration

and Regulation) Act, 2017. The GB is headed by the President of the College. The Principal is the secretary of GB and chairperson of all the sub-committees framed by GB. The finance committee is formed by the GB; a senior teaching staff nominated by GB becomes Bursar and he/she looks after the issues related to finance. IQAC Coordinator is in charge of quality initiatives in academic as well as administrative fields. The Teachers' Council, a statutory body, deals with matters affecting teachers as well as academic activity. Secretary of Teachers' Council is elected amongst the teachers who are appointed through the recommendation of College Service Commission. Following the NAAC guidelines, GB nominates in the IQAC one senior faculty member as its coordinator and other members. In the Teachers' Council meeting, teachers suggest joint conveners and teacher members in various subcommittees and forward to the GB for approval.

File Description	Documents
Paste link for additional information	https://www.garhbetacollege.ac.in/subcommittee.php
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 resources.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://assessmentonline.naac.gov.in/storage/app/hei/SSR/6883/6.2.1_1724167229_4598.pdf
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, Cocurricular 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

College 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	https://www.garhbetacollege.ac.in/subcommittee.php
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

A. All 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 and Non-teaching staff of an institution is the key factor towards better management of both the academic and administrative wings. Therefore, keeping this point in mind, the institution provides 'Festival advance' on the eve of autumn festivals to Teaching and Non-Teaching staffs. Those who

are willing to get the 'Festival advance' can avail this offer with limited formalities and the amount is paid back by the employee with zero interest. Moreover, college authority has a noble gesture to provide Puja Bonus/ex-gratia to the non-teaching staff who receive it as an appraisal of their services of the whole year. The college also hosts a cooperative society for the staffs which is affiliated to the Vidyasagar Central Cooperative Bank Ltd., 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. Members of the college co-operative society can avail loan with the simple interest from Vidyasagar Central Cooperative Bank Ltd. on the recommendation of college Co-operative chairperson and secretary. The loan can be personal, House Building/Renovation or Loan against Property. The loan is processed with minimum documentation and the staff can repay the loan amount in easy EMIs with low interest rate. The college provides lunch facility to the Gateman, Gardener and Sweeper as recognition of early hour service. In addition to the lunch, Gateman receives free uniform along with washing charge.

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

0

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

111

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

111

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 institutional think tank believes that the wellbeing of the Teaching and Non-teaching staff of an institution is the key factor towards better management of both the academic and administrative wings. Therefore, keeping this point in mind, the institution provides 'Festival advance' on the eve of autumn festivals to Teaching and Non-Teaching staffs. Those who are willing to get the 'Festival advance' can avail this offer with limited formalities and the amount is paid back by the employee with zero interest. Moreover, college authority has a noble gesture to provide Puja Bonus/ex-gratia to the non-teaching staff who receive it as an appraisal of their services of the whole year. The college also hosts a cooperative society for the staffs which is affiliated to the Vidyasagar Central Cooperative Bank Ltd., 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. Members of the college co-operative society can avail loan with the simple interest from Vidyasagar Central Cooperative Bank Ltd. on the recommendation of college Co-operative chairperson and secretary. The loan can be personal, House Building/Renovation or Loan against Property. The loan is processed with minimum documentation and the staff can repay the loan amount in easy EMIs with low interest rate. The college provides lunch facility to the Gateman, Gardener and Sweeper as recognition of early hour service. In addition to the lunch, Gateman receives free uniform along with washing charge.

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

Students provide us some funds in the form of fees. Fees are annual in nature except tuition fees. Fees thus collected mostly are tied 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 socioeconomic 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 or 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

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

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

0

File Description	Documents
Annual statements of accounts	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

The Institution has strategically mobilized and optimally used its resources as well as funds received from various sources. The fund received from RUSA has been used for infrastructural developments through the RUSA

monitoring unit. Fund generated through the collection of students' fees etc. is used for developing physical infrastructural facilities, academic support facilities, maintenance work, payment of electric bill, payment of salary of casual staff, payment for different students' welfare programs, other running expenses etc. A fund has been generated from the donations of alumni and faculty members for construction of memorial building as a part of celebration of 75th anniversary year of our college. Funds obtained from the State Government for payment of salary to the employees are disbursed through HRMS. The college follows the policy to refund fees to the students against cancellation of admission. The college follows the policy of free studentship for students coming from low income family. The financial affairs are monitored by the Governing Body and Finance Committee headed by the President and Principal. All financial transactions are properly dealt through the accounts section headed by the Bursar of the college. Departmental heads place their requisition of equipments, books, chemicals, furniture, ICT resources, etc. as and when necessary. The Governing Body allocates funds for construction or renovation of buildings, laboratories, purchasing of books and instruments for different departments, purchasing of computers, projectors, interactive panel boards etc.

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

Significant initiatives in Teaching-Learning process: To cope with the COVID-19 situation, the website domain has been changed to "ac.in" and college has purchased G-suite to facilitate online classes in a large scale, conducting webinars and other regular academic activities. Implementation of IQAC's proposal to extend financial support to teaching staff for the paper presentation in seminar/workshop as well as to students for writing article to incentivize research. Substantial increase in the number of ICT enabled class rooms. Introduction of Mentor-Mentee system effectively. Introduction of D-SPACE facility. Introduction of Add-On/Value-Added/Certificate courses. Organization of Seminar/Workshop on Research Methodology, Intellectual Property Rights (IPR) and Entrepreneurship. Implementation of student centric teaching-learning methods, e.g. students' seminar, model/chart preparation, wall magazine, group discussion etc. MOU, collaborations/linkage with the other institution/NGOs. Participation of teaching and non-teaching staff in FDP and Professional Development Program respectively. Installation of Interactive Panel Board in the class rooms to make the teaching-learning easier and faster. Updation of website to smoothen the knowledge sharing.

Significant initiatives in the areas other than Teaching-Learning process: Allocation of 'Seed Fund' to some sub-committees Installation of solar panel to utilize renewable energy resource Green audit by external agency Renovation & repairing of physical facilities Rooftop shed on the three old buildings Rain water harvesting at different buildings and locations of the college

File Description	Documents
Paste link for additional information	https://www.garhbetacollege.ac.in/index.php?option=com_content&view=article&id=297&Itemid=0
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, methologies 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

A. All of the above

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)

File Description	Documents
Paste web link of Annual reports of Institution	https://www.garhbetacollege.ac.in/pdf/igac/igac%20resolution/IQAC-Resolution-2023-24-ATR_240623_091140.pdf
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 consistently and regularly works for promoting and raising awareness about gender equity, both on and beyond campus. Our efforts and activities are categorized as the following:

Gender Audit : Garhbeta College has started to conduct Gender Audit internally, among the students, faculty and nonteaching staff. The Internal Complaints Committee of our college has taken up the responsibility of conducting the Gender Audit.

Institutional Infrastructure Saheli, the Women's Cell: Saheli, the Women's Cell of Garhbeta College was established in 2011 as a platform for the women faculty, staff and girl students to share their views and issues and ascertain their rights.

Promotion of gender equality, raising awareness for women's health, hygiene, legal rights and organizing skill development programmes are the major functions of this cell.

Internal Complaints Committee: The Internal Complaints Committee (ICC) of the college is constituted as per the recommendation of UGC . ICC's function is to ensure a sexual harassment-free environment, zero tolerance of gender-based violence and organizing regular gender sensitization programmes to evaluate, assist and support all those who are studying or working in the institute and to address the harassment complaint (if any) following Section 4(1) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. A Legal Awareness Cell has also been set up to work as a subsidiary as well as complimentary body (along with its role of general legal help to all) to assist in empowering the female stakeholders of our college.

File Description	Documents
Annual gender sensitization action plan	https://garhbeta-college.in/WebFront/NAAC_FolderDetailsView.aspx?FLD=FLD_1119
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://garhbeta-college.in/IOAC/FLD_1052_49_IOAC_45542.5474846836Draft%20Gender%20Audit%20Report.pdf

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

A. 4 or All 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	https://garhbeta-college.in/IOAC/FLD_11232_49_IOAC_45529.5795227623Summary%20Report%207.1.3%20part%201.pdf
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

A. Any 4 or all of the above

campus	
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: <ol style="list-style-type: none"> 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 	A. Any 4 or All 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 <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities 	A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	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).

The ideal of inclusive learning is one of the missions of this college too, as mentioned in the college website. All the efforts towards this end are divided in categories as follow.
1.Commemorative and Celebratory Activities: 2.Cultural Harmony

- We celebrate the birth anniversary of Rabindranath Thakur, Kazi Najrul Islam as well as Pandit Raghunath Murmu with equal importance. The celebration of the birth anniversary of Raja Rammohan Roy too, helps us to remember the culturally harmonious inheritance of Bengal as well as India. 3.Linguistic Inclusivity - Commemoration of International Mother Language Day is an important event where the college community participates actively. The celebration of Sanskrit Week and Biswa Adivasi Divas generates the opportunity for the students to learn the significance of the heritage languages along with that of Bengali language. 4.Communal Integration - Regular events like the seminars on Santali Music and Culture, Santali Society and Culture, Discrimination against the Depressed Section in the Field of Education in Contemporary India help the students understand discrimination and the value and importance of an inclusive environment. 5.Environmental Inclusiveness - We have adopted the green way to ensure a productive and holistic educational environment for our students. Nurturing an indigenous fruit forest on campus, annual celebration of World Environment Day, regular organization of Plantation Programmes, commemoration of the 50th anniversary of the Chipko Movement, Awareness campaign on human-wild life coexistence remembering World Elephant Day and on Developing Green Eco-friendly Practices - all such activities teach students the significance of environmental inclusiveness.

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

Constitutional Responsibility - Our students have participated in Mock Parliament and seminars on constitutional provisions, which help them realize their constitutional rights and responsibilities. **Infrastructure and Practices:-**

- 1.Institutional Cells - Equal Opportunity Cell and the SC/ST Cell consistently work towards raising awareness for and protecting the inclusive learning environment of the college.
- 2.Combinations of Courses Offered - Santali, Physical Education

and N.C.C. combination provides a truly inclusive learning opportunity for our students coming from Santali speaking communities and it prepares them with training in Physical Education and for Defense and Security Services. 3. Trilingual Campus - This makes all the stakeholders feel included and generates a sense of belongingness.

4. Sensitization of students about preservation of the ecosystem and environment by the Environment Sub-Committee of the college. 5. Induction Lectures 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 the code of conduct of the college. 6. 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

A. All 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.

Overcoming Gender Barrier in Garhbeta College Objectives: To create a gender barrier-free learning environment. To convince the families of our students about the consistent and active practices on campus. To enable and motivate all the stakeholders in maintaining and protecting a non-discriminatory gender sensitive college campus.

Practice: Sanitary Napkin Vending Machine: Sanitary napkin vending machines are installed in the girls' common room and in the girls' hostel. **Subsidising Vending Machine:** Recognising the multi-dimensionality of this issue, our college has made the use of vending machine subsidised for our students since 19.11.2022. **Entrepreneurship Workshops:** Self-employment for women is an important step for breaking the gender barrier and for that, the women's cell of our college organizes entrepreneurship workshops.

Encouraging Future Students to Pursue Higher Education Objectives: To ignite aspirations among school students to join college for higher education. To familiarise them with the academic practices of a college. To inculcate an inquisitive mind among them.

Practice: Open House: Chemistry: Local school students visited Chemistry laboratory on 28/02/2023 and 5/01/2024. **Physiology:** A group of school students visited the Physiology department on 14/09/2024. **Zoology:** On 21/09/2023, local students visited the Zoology Laboratory.

Botany: A group of local students visited the department of botany on 28th February 2023. **Physics:** The department of Physics had hosted a group of local students on 05/01/2024. **BCA:** Local students visited the department of BCA and participated in a one-day boot camp on soft skills. **Library:** Local school students visited our library on 5th January, 2024.

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 of Garhbeta College A number of uniqueness can be listed as the distinctive characteristic of our college though, they all can be weaved together into one central theme, Inclusive College Campus in the True Sense of the Term. Reaching out to the Community: Garhbeta College takes all possible actions to meet these challenges. We emphasize on learning through vernacular language as far as practicable, to help the learners coming from the rural households with parents who has had low Mean Years of Schooling (MYS) get better access to education. 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 Defence and security services. We believe that more students will opt for this subject combination, and will come out better prepared for their future. This addresses the challenge of meeting the 'lack of knowledge of higher education opportunities', as highlighted in the NEP, 2020.

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

1. In near future we intend to facilitate all our classrooms with ICT tools.

2. In near future, for more cross language interaction,

resource exchange, we intend to set up Comparative Literature Laboratory where both the students and teachers can work in search of excellence.

3. Our college have major Bio-science departments like, Physiology, Zoology and Botany as well as Chemistry department, we are also located in the Jungle are, which is not only filled with hidden natural treasure but also habited by tribal population with indigenous knowledge of potential use of such resources, partially of different plants. Thus to use this Indian knowledge system with more scientific approach we have the desire to set up a laboratory where our students, teachers, if we are provided with appropriate fund.

4. In near future, we are also contemplating to set up 'Social Science Laboratory' to accommodate cross discipline exchange of ideas between student & teachers of different social science subjects like, Economics, Political Science, Geography, History and also desire to include philosophy for the enhancement of excellence.

5. In near future we intend to set up a studio to prepare different academic educational videos.

6. We are also contemplating to establish a radio station, if permitted to spread various educational academic messages, lecture discussion intensively to the students as well as other villages of the adjacent areas.