



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	GARHBETA COLLEGE, GRAHBETA PASCHIM MEDINIPUR
Name of the head of the Institution	Dr. Hariprasad Sarkar
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03222265143
Mobile no.	9434509500
Registered Email	garhbetacollege48@gmail.com
Alternate Email	hpsarkar26@gmail.com
Address	Garhbeta, Paschim Medinipore, Pin--721127
City/Town	Garhbeta
State/UT	West Bengal
Pincode	721127

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Sushil Kumar Ghosh
Phone no/Alternate Phone no.	03222265143
Mobile no.	7872335942
Registered Email	iqac@garhbetacollege.ac.in
Alternate Email	sushilkumar15ghosh@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	_https://www.iqac.garhbetacollege.ac.in/aq
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.iqac.garhbetacollege.ac.in/team-3

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.31	2014	05-May-2014	04-May-2019

6. Date of Establishment of IQAC	06-Jan-2012
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Students	06-Mar-2019	352

	1	
Plantation	22-Jul-2018 1	64
Voter Awareness Day	25-Jan-2019 1	300
Feedback from Students	14-Feb-2019 1	565
Student Induction Program(PG)	23-Jul-2018 1	40
Student Induction Program(UG)	13-Jul-2018 1	1123
Academic Audit	12-Nov-2018 6	4070
Meeting with HODS	02-Sep-2018 7	22
Feedback from parents	14-Feb-2019 1	214
Feedback from teachers	08-Jun-2019 1	51
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Garhbeta College	Development Grant	Govt. of West Bengal	2019 3	5500000
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

- IQAC of our college has initiated various curricular, extracurricular, extension programmes by different committees and promoted research works in various subjects.ly

IQAC suggested the recruitment of non-teaching staff.

- IQAC proposed to repair old building (Najrul Bhaban).

- IQAC proposed to make the campus eco-friendly.

IQAC proposed the college administration to provide free studentship / incentive to the students who participated in district as well as University level sports.

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

Plan of Action	Achivements/Outcomes
To promote Gender sensitization Programme.	one-day Workshop on " Empowerment of Women and Legal Help" was organized from 27th June, 2019.
To organize Green Audit/ Environment awareness.	Green Audit conducted on 11/02/2019 and 12/02/2019.
Made a plan to organize annual events and sports activities for college staff and Students.	As per our plan we organized annual events and conducted various sports activities in 30/11/2018 to 1/12/2018.
Initiated a plan to renovate some classrooms	Renovation is going on.
To lessen the workload of teaching and non-teaching staff of the college	On the basis of recommendation of IQAC, the G.B. accepts the proposal for creation of new teaching and non-teaching posts
To upload AISHE Data within the stipulated time limit.	The AISHE Data was uploaded within the stipulated time limit, on 24.03.2018
To encourage organizing educational tour	Some departments organized educational tour. As an example, department of Geography took their students to Sikkim during 17th to 24th November, 2018. The College takes all steps to avail 50 subsidy in fare for the students, teacher and supporting staff. The College provides subsidised fare to teacher and staff and DA to the supporting staff only.
To encourage extension activities by NCC and NSS Units.	Extension Programmes like environment awareness program, Swachh Bharat

	Aviyan, Yoga day etc. were organized.				
To suggest collection and analysis of feedback.	Feedback collected from Teachers, Students, Parents. Report prepared and placed at the meeting of IQAC.				
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%;"> <tr> <td style="text-align: center;">Name of Statutory Body</td> <td style="text-align: center;">Meeting Date</td> </tr> <tr> <td style="text-align: center;">Governing Body</td> <td style="text-align: center;">19-Feb-2022</td> </tr> </table>		Name of Statutory Body	Meeting Date	Governing Body	19-Feb-2022
Name of Statutory Body	Meeting Date				
Governing Body	19-Feb-2022				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2019				
Date of Submission	30-Jan-2019				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Garhbeta College maintains MIS to support its academic program and administrative operations. We have successfully automated most of the processes in the college to improve the efficiency of operations. The modules which are currently operational in the Institution. a)Online Admission Module(SMART COLLEGE) : College uses online mode for admissions to UG and PG courses. All relevant information regarding college, notices and announcements are uploaded on the website. After the publication of 12th level results, the details of UG admission process including the dates of online application and submission of application form, eligibility criteria, intake capacity, admission rules, date of publication of merit list, dates of admission, dates of counselling and other information related to admission, are made available in the college website. A copy is also displayed in the students notice boards and notice log book of the college. Admission to</p>				

the PG courses of our college followed the same procedure after the publication of UG result. The college follows the strict meritbased admission policy. The merit list is prepared following the guidelines of Vidyasagar University (the affiliating university), reservation policy of the government and the recommendations of the admission committee. The constituent admission committee consists of the Principal, Head of the departments, Secretary of the Teachers' council and nonteaching staff members. Complying with the reservation policy, a category wise merit list is uploaded in the college website and displayed in the college notice board as well. Separate lists and Merit Panels for all categories with intake capacity are prepared and uploaded in the college website and a copy of the same is also walled up in the college campus for communicating the entire admission procedure of the college to all the stake holders. Selected candidates are admitted through the process of counselling. With the adherence of Govt. rules and regulation, admissions in reserved categories are done. Admission fees are also paid through online mode. On the very 1st day of commencement of classes, all the submitted documents for the admission are verified by the concerned departmental teachers, and one set of hard copy of documents is taken from the students for office records and upcoming registration. Necessary Data as required by the University regarding admission and registration are duly sent online to the University. Apart from the Online admission we have following application of MIS module b) Partial online financial transactions for admission c) Faculty Information Management: Biometric, Biodata, research activity information is shown through our college website, Service Book, Information Dissemination during CAS. d) Students Data Management Module (through SMART COLLEGE..... software and recorded in register of result etc.) e) HRMS (Introduced by Govt of West Bengal) f) Library is partially computerized and functioning through automated KOHA software.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Garhbeta college has a robust mechanism in curriculum delivery and documentation. Syllabi for the undergraduate courses taught at the college are framed by Vidyasagar University to which the College is affiliated. At the beginning of the academic session, each department conducts meeting in which syllabus for the academic session are distributed among the teachers. Teachers attended workshops on different subjects which are being held to familiarise the new CBCS syllabi. The teachers are often asked to contribute to the model question papers prepared by the University for each subject. Maintaining the academic calendar issued by the affiliating University, the college Teachers' council prepares academic plans for every session to ensure timely and effective completion of the syllabus. Teaching departments thereafter prepare detailed lesson plans for the whole session (semester) that includes not only the syllabus to be covered but also the time for holding internal assessments, seminars and remedial classes for the students in need. Routine committee, constituted by the governing body, prepares a central class routine for all stream keeping a view that each student and teacher carry over a uniform class load. Taking cognizance with college routine each department prepares a well-balanced class-routine adopting the policy of major thrust on major/Hons. subjects. Besides the traditional methodology, teachers avail the various facilities to make the teaching learning process more attractive and interesting to the students. In the class distribution among the teachers, UGC-guidelines regarding workload are strictly followed. For the effective delivery of curriculum, various teaching methods are adopted based on the requirement of the subject or topic. Both the conventional and the advanced teaching-learning aids are used in delivering the lesson, such as Chalk and Black board method, ICT-enabled teaching-learning method, Paper Presentation and Seminar by the students, Group Discussion, Field Trip and Excursion, distribution of additional teaching materials by the teachers, etc. Seminars and special talks by experts are also arranged. Regular class tests are conducted and regular assessment in practical classes are done to keep track on the improvement of the students. Based on the class room performance and internal assessment of the students, remedial classes are also conducted for the slow learners. The concerned departments maintain the detailed record of the classes and assessments. We also take special care for the advanced learner. College administration also keeps eye on the results, departmental proceedings and student needs. IQAC often assesses different activities of the College regarding teaching learning, development and improvements of different methods of effective curriculum delivery. The College has a library with open access system and it opens till late afternoon and some departments have their Departmental libraries for the benefit of the students. A good number of Journals are subscribed by the College and students can have the access of e-learning through online.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	Santali (Hons.)	01/07/2018
MSc	Zoology	01/07/2018
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Bengali (Hons.)	01/07/2018
BA	English (Hons.)	01/07/2018
BA	Bengali (Gen.)	01/07/2018
BA	English (Gen.)	01/07/2018
BA	Philosophy (Hons.)	01/07/2018
BA	Philosophy (Gen)	01/07/2018
BA	History (Hons)	01/07/2018
BA	History (Gen)	01/07/2018
BA	Sanskrit (Hons)	01/07/2018
BA	Sanskrit (Gen)	01/07/2018
BA	Physical Education (Gen)	01/07/2018
BA	Political Science (Gen)	01/07/2018
BA	NCC (Gen)	01/07/2018
BA	OMSV (Major)	01/07/2018
BCom	B. Com (Hons)	01/07/2018
BCom	B. Com (Gen)	01/07/2018
BSc	Physics (Gen)	01/07/2018
BSc	Chemistry (Gen)	01/07/2018
BSc	Mathematics (Gen)	01/07/2018
BSc	Zoology (Gen)	01/07/2018
BSc	Botany (Gen)	01/07/2018
BSc	Physiology (Gen)	01/07/2018
BSc	Economics (Gen.)	01/07/2017
BSc	Physics (Hons.)	01/07/2017
BSc	Mathematics (Hons.)	01/07/2017
BSc	Zoology (Hons.)	01/07/2017
BSc	Geography (Hons.)	01/07/2017
BSc	Botany (Hons.)	01/07/2017
BSc	Chemistry (Hons.)	01/07/2017
BSc	Physiology (Hons.)	01/07/2017

BCA	Professional	01/07/2017
MSc	Applied Mathematics	01/07/2018
MA	Bengali	01/07/2018
MA	History	01/07/2018
MSc	Zoology	01/07/2018
BPed	Professional	01/07/2018
BA	Santali(Gen.)	01/07/2018
BSc	Geography(Gen.)	01/07/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NA	Nil	0
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MA	Bengali	28
MSc	Mathematics(Applied)	18
BA	Economics (Gen)	2
BA	Environmental Science	400
BSc	Environmental Science	317
BA	Bengali (Hons)	86
BPed	Practise Teaching (Internship)	8
BA	Geography (Hons)	37
BSc	Zoology (Hons)	41
BSc	Botany (Hons)	19
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
Alumni	Nil
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Our college is well ahead in feedback analysis. Feedback is collected from Students, Teachers, Parents. This feedback is analysed in the IQAC committee and steps are taken to improve the standard. Feedback of stakeholders is sought regularly about infrastructure and learning resources for ensuring their constant satisfaction. Accordingly, continuous review of infrastructure and learning resources is carried out by respective committees and the recommendations are integrated for upgrading, maintaining and utilizing physical, academic and support facilities. Structured feedback is taken from students, teachers and parents. Feedback from students is also taken through class presentative meetings, and corrective measures are taken accordingly to improve the teaching learning processes. Students Feedback: The feedback is collected at various levels during the academic session. The academic feedback taken every week from the class representatives. General Feedback: feedback is taken on regularly regarding the general facilities including mess, canteen, general hygiene and cleanliness. The actions to problems of urgent /Immediate nature are addressed by the authority immediately. The other problems which require management decisions are put up before the governing body and also addressed accordingly. The comments are accumulated at various levels in the course of the academic session and the feedback is taken every week from the student representatives of individual class. Feedback is taken on regular basis regarding the overall facilities such as computer lab, mess, canteen, well known hygiene and cleanliness. The actions to issues of urgent /on the spot nature are addressed by using the authority straight away. The alternative issues which require management approval are addressed to the governing body. Faculty Feedback: The academic behaviour feedback from the students are analysed and the essential corrective measures recommended to faculty members. The remarks are likewise shared with department for any corrective measures Syllabus Coverage: Syllabus coverage feedback is likewise gathered from the Individual Subject Teacher. Parents Feedback: The parents' suggestions are also addressed with due care and analyzed at the end of the academic year. In this regard, Teachers' council follow and execute the directives forwarded by governing body. Faculty Feedback - The academic behaviourfeedback from the students are analysed and the essential corrective measures recommended to faculty members. The remarks are likewise shared with department for any corrective measures. Syllabus Coverage- Syllabus coverage feedback is likewise gathered from the Individual Subject Teacher. Parents Feedback- The parents' suggestions are also addressed with due care and analysed at the end of the academic year. In this regard, Teachers' Council follow and execute the directives forwarded by Governing Body.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	BENGALI	133	378	127
BA	ENGLISH	117	250	82
BA	HISTORY	117	152	80
BA	PHILOSOPHY	85	98	43
BA	SANSKRIT	61	203	49
BA	SANTHALI	40	55	29
BA	GENERAL	1087	1626	1087

BSc	GENERAL	103	180	96
BSc	PHYSICS	77	113	26
BSc	CHEMISTRY	96	210	33
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	3937	49	18	0	11

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
109	75	14	14	2	14
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No file uploaded.					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

NIL		
Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
0	0	Nil

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
39	29	10	1	12

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	NIL	Nil	NIL
2019	NIL	Nil	NIL
No file uploaded.			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	B.A. (HONS)	1ST SEMESTER	16/01/2019	03/04/2019
BA	B.A. (HONS)	2ND SEMESTER	03/07/2019	27/09/2019
BA	B.A. (HONS)	2ND YEAR	23/07/2019	14/11/2020
BA	B.A. (HONS)	3RD YEAR	04/04/2019	04/06/2019
BA	B.A. (GENERAL)	1ST SEMESTER	28/01/2019	20/04/2019
BA	B.A. (GENERAL)	2ND SEMESTER	05/07/2019	07/11/2019
BA	B.A. (GENERAL)	2ND YEAR	23/07/2019	26/09/2019
BA	B.A. (GENERAL)	3RD YEAR	06/04/2019	10/06/2019
BSc	B.SC. (HONS)	1ST SEMESTER	16/01/2019	03/04/2019
BSc	B.SC. (HONS)	2ND SEMESTER	03/07/2019	27/09/2019

[View File](#)

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

In the current academic session, two types of U.G. courses (CBCS and 3-tier) are running in the college. In the annual examination system (3-tier) the students have to appear examination at the end of year. For the students of annual pattern, regular class tests, assignment and random tests are conducted by each department according to their own schedule. College centrally organize test examination and students are required to qualify the tests in order to appear in their University Examinations. The college has a practice to show the test examination answer script to the students and necessary suggestions, advice and caution are given by the faculty members to individual students so that they can do better in their University Examination. All the UG students of the B.A./B.Sc./B. Com. final year (Part-III) of the 3-tier system in both Honours and general course have to submit a project paper on Environmental science as it is a compulsory paper in the University syllabus. Student carryout the project under the supervision of the concerned teacher. Further, some subjects have educational tour/excursion in the University syllabus and those students also submit an elaborate travel report to the department along with the specimen/sample they collected from the visiting place. All the Honours course students having the project in the syllabus are to appear for seminar presentation. Vidyasagar University introduced the choice-based credit system (CBCS) for UG and PG from 2018-19 academic session. Garhbeta college is affiliated to Vidyasagar University and it follows the same. Every academic year consists of even and odd semester and University Examinations in semester system are held at the end of each semester students with 75 attendance on an average are only allowed to appear in the Semester examination. Class test (internal examination) is held as per academic calendar prepared by the college. Every department calculates the percentage of class attendance for each student and allow those to appear class test whoever achieved 60 and above attendance on an average for UG course. HODs of every department caution the students having percentage below 75 in a manner that they will lose the

semester if they cannot increase the attendance. Moreover, PG departments have restriction on PG course that each student need to secure 75 attendance in each paper to appear internal examination.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Annual Academic Calendar is prepared by IQAC according to the University Academic Calendar prior to the commencement of new academic session by, specifying available dates for significant activities to ensure proper teaching-learning process and continuous evaluation. It is displayed in the Students Notice Board as well as in the College Website. The dates of Examinations such as internal Tests and Final Tests for 3-tier internal assessment, Practical examination, Theory examination are specified in the Academic Calendar and the Institution usually follows the same throughout the session/semester. The CBCS pattern has been introduced by Vidyasagar University for undergraduate and Postgraduate courses from the academic session 2018-2019. So, the schedules for Internal as well as other activities as per CBCS guidelines are categorically mentioned in the academic calendar and are accomplished accordingly. The dates of Internal Assessments of P.G. courses are decided by the departments concerned, usually at the end of each semester, as per directions from the University. However, the dates and times of such Examinations are notified to the students well ahead. Term Papers are also prepared and submitted by the P.G. students to the Heads of the departments concerned, following the notifications in that regard. The tentative dates of activities of NSS, NCC, Career Counselling and Placement Cell are also given in the academic calendar. Schedule of other activities such as Parent teacher meeting, College social and other cultural programmes, College sports etc. are also provided in the academic calendar. Academic Calendar for the Session:2018-2019 is given in the college website.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://www.igac.garhbetacollege.ac.in/about-3>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
B.A. (HONS)	BA	BENGALI	78	76	98
B.A. (HONS)	BA	ENGLISH	57	56	99
B.A. (HONS)	BA	HISTORY	30	29	99
B.A. (HONS)	BA	PHILOSOPHY	19	19	100
B.A. (HONS)	BA	SANSKRIT	31	30	99
B.A. (HONS)	BA	SANTHALI	0	0	00
B.A. (GEN)	BA	GENERAL	230	213	93

B.SC. (GEN)	BSc	GENERAL	22	21	99
B.SC. (HONS)	BSc	PHYSICS	21	21	100
B.SC. (HONS)	BSc	CHEMISTRY	48	48	100

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.igac.garhbetacollege.ac.in/team-3>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Projects sponsored by the University	00	NIL	0	0
Students Research Projects (Other than compulsory by the University)	00	NIL	0	0
International Projects	00	NIL	0	0
Any Other (Specify)	00	NIL	0	0
Major Projects	1096	SCIENCE AND ENGINEERING RESEARCH BOARD (DEPARTMENT OF SCIENCE AND TECHNOLOGY, (GOVT. OF INDIA))1825560	1825560	570000
Minor Projects	730	UGC	260000	0
Minor Projects	730	UGC	300000	0
Minor Projects	730	UGC	425000	165000
Interdisciplinary Projects	00	NIL	0	0
Industry sponsored Projects	00	NIL	0	0

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nil	NIL
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
00	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	PHILOSOPHY	2	00
National	SANSKRIT	1	00
National	HISTORY	6	00
National	BENGALI	4	00
International	MATHEMATICS	2	1
International	PHYSIOLOGY	1	2.25
International	HISTORY	2	00
International	PHYSICAL EDUCATION	6	4.4
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
MATHEMATICS	1
SANSKRIT	3

No file uploaded.

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
AMELIORATION OF CC14 INDUCED LIVER INJURY IN SWISS ALBINO MICE BY AN TIOXIDANT RICH LEAF EXTRACT OF CROTON BON PLANDIANUS BAILL	POKHRAJ GUHA	PLOS ONE	2018	0	GARHBETA COLLEGE	39
BIPHASIC REGULATION OF RNA INTERFERENCE DURING ROTAVIRUS INFECTION BY MODULATION OF ARGONAUTE2	SHAMPA DEB CHANDRA	CELLULAR MICROBIOLOGY	2019	0	GARHBETA COLLEGE	1
RELATIONSHIP OF SELECTED ANTHROPOMETRIC VARIABLES WITH THE VERTICAL JUMP ABILITY OF ELEMENTARY COLLEGE LEVEL ATHLETES	DIPANKAR MAITY, DR. PRASANTA KUMAR BHUNIA, SAMIR HAZRA	IOSR JOURNAL OF PHYSICAL EDUCATION	2018	0	GARHBETA COLLEGE	0
BI-COMPLEX MODULES WITH INDEFINITE INNER PRODUCT	A. BANERJEE, R. DEB	ADVANCES IN APPLIED CLIFFORD ALGEBRAS	2019	1.066	GARHBETA COLLEGE	1

ON ADDITIVELY COMPLETELY REGULAR SEMINEARRINGS : II	RAJLAXMI MUKHERJEE, PAVEL PAL, TUHIN MANNA, SUJIT KUMAR SARDAR	COMMUNICATIONS IN ALGEBRA	2019	0.556	GARHBETA COLLEGE	1
A NOTE ON ADDITIVELY COMPLETELY REGULAR SEMINEARRINGS	RAJLAXMI MUKHERJEE, PAVEL PAL, TUHIN MANNA	SEMIGROUP FORUM	2018	0.578	GARHBETA COLLEGE	0

[View File](#)

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
BI-COMPLEX MODULES WITH INDEFINITE INNER PRODUCT	A. BANERJEE, R. DEB	ADVANCES IN APPLIED CLIFFORD ALGEBRAS	2019	21	1	GARHBETA COLLEGE

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	13	4	1	2
Presented papers	11	8	2	0
Resource persons	0	0	0	0

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
SWACHBHARAT AVIJAN	NSS UNIT 1,2,3,4	4	88
WORLD AIDS DAY	NSS UNIT 1,2,3,4	4	57
HUMAN RIGHTS DAY	NSS UNIT 1,2,3,4	4	62

NATIONAL YOUTH DAY	NSS UNIT 1,2,3,4	4	123
NETAJI BIRTH DAY	NCC COY - 4, COY - 5	4	167
REPUBLIC DAY	NCC COY - 4, COY - 5	4	147
CLEANING PROGRAM	NSS UNIT 1,2,3,4	4	138
INDEPENDENCE DAY	NCC COY-4, COY-5	5	150
PLANTATION	NSS UNIT 1,2,3,4	4	46
DENGUE PREVENTION PROGRAM	NSS UNIT 1,2,3,4	4	62
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
WEST BENGAL STATE STUDENT YOUTH SCIENCE FAIR 2019	DEPARTMENT OF YOUTH SERVICES AND SPORTS, GOVT. OF WEST BENGAL	SCIENCE MODEL COMPETITION	1	2
CELEBRATION OF INTERNATIONAL WOMENS DAY	WOMENS CELL, GARHBETA COLLEGE	EXTENSION LECTURE ON GENDER ISSUE	24	600
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	00
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant

NIL	NIL	NIL	Nil	Nil	NIL
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NIL	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Classrooms with Wi-Fi OR LAN	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
YES	Partially	NA	2022

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	35449	35449	35449	35449	70898	70898
Reference Books	3947683	3947683	3947683	3947683	7895366	7895366

e-Books	0	0	0	0	0	0
Journals	25	17	16000	42	16025	59
e-Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
CD & Video	35	0	2000	0	2035	0
Library Automation	0	0	0	0	0	0
Weeding (hard & soft)	0	0	0	0	0	0
Others (specify)	0	0	0	0	0	0
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	143	2	100	2	1	13	122	0	8
Added	10	0	0	0	0	0	6	0	4
Total	153	2	100	2	1	13	128	0	12

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities

0	446297	0	526600
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4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Laboratory: The respective departments generally take care of their own laboratories. Faculty members of the concerned department, under the leadership of HOD, monitor its laboratory. Besides, each department has its own supporting staff, mostly fulltime. Each department maintains the stock register of the possessed equipments/instruments etc. Very often they review stock of chemicals/specimens/stationeries. Also, departments regularly keep track on maintenance of the existing equipments/instruments/chemicals/specimens. Accordingly, each department submits the requisition to the Principal. Principal approves the requirement as early as possible and allows departments to arrange for the necessary repair maintenance as well as procurement of chemicals/specimens/stationeries. As far as use of departmental assets is concerned, teachers have full access to the assets so that they can help guide students more efficiently with the help of supporting staff. Library: The maintenance of library is carried out as per the advice of staff of library under the leadership of the Librarian. An advisory Library Sub-committee often helps the Librarian to maintain library. After discussion with the staff member Librarian places his requirement regarding maintenance to the principal. Accordingly, Principal approves the same after due consideration as soon as possible and allows Librarian to take necessary steps. For renewal of approved journals/magazines/periodicals Librarian seeks the sanction of the principal after consultation with the concerned department. Students are provided with two types of facility - they can borrow book (at most for 15 days) as home issue and they can also take the advantage of reading book in the library reading room. Faculty members other staff avail home issue facility as well as can borrow books for a day. Computers: Students can use computers marked for them in the library under the supervision of the Librarian supporting staff. In case of computer laboratory also students can access computers under the supervision of the teachers or supporting staff of the computer laboratory. Same is the policy for computers which are kept in the departments or in the departmental computer laboratory. For repairing and maintenance of such computers HODs are required to fill up a requisition slip mentioning approximate costs and then have to submit it to the Principal. Depending upon the scale and cost of repairing, the Principal either entrusts "Computer Sub-committee" or respective department or some experts in this regard to arrange for the necessary repairing quickly. However, the computers which are used in the back office cannot be accessed by the students, though the maintenance policy is same. Sports Arenas Equipments: As far as the sports goods are concerned, these are kept under the custody of Department of Physical Education B.PEd. section. Students can access these sports goods by verbal request. Supporting staff of these two departments issue these goods/equipments to them and students need to deposit the same once the games are over. But when students practice games as part of their syllabus, teachers always supervise that. Since our college has some sports arenas, special focus is kept for their maintenance. Department of Physical Education, B.B. P. Ed. section, Sports sub-committee

<http://www.garhbetacollege.ac.in>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
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Financial Support from institution	FREE STUDENTSHIP	245	251035
Financial Support from Other Sources			
a) National	NA	2241	24077200
b) International	NA	0	0
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
NIL	Nil	0	00
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	NA	0	0	0	0
2019	NA	0	0	0	0
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
14	14	2

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	NA	0	0
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	21	B.A. (HONS)	HISTORY	VIDYASAGAR UNIVERSITY	M.A. IN HISTORY
2018	6	B.A.	GEOGRAPHY	VIDYASAGAR	1) M.Sc. in

		(HONS)		UNIVERSITY, 2. BALASORE UNIVERSITY	Geography(04), M.Sc. in Remote Sensing(01) 2) M.Sc. in Geography(01)
2018	10	B.A. (HONS)	SANSKRIT	1) Jadavpur University, 2) Vidyasagar University, 3) Bankura University	M.A. IN SANSKRIT
2018	20	B.SC. (HONS)	MATHEMATICS	1) VIDYASAGAR UNIVERSITY, 2) Atal Bihari Vajpayee Vishwavidyalaya, Bilaspur, 3) Garhbeta College, 4) Raja N. L. Khan Womens College (Autonomous) 5) Visva-Bharati University 6) B. I.B.S., kolkata, 7. HIT HALDIA, 8. CITY COLEGE, MIDNAPORE	M.SC. IN MATHEMATICS, MBA
2018	14	B.SC. (HONS)	BOTANY	1. VIDYASAGAR UNIVERSITY, 2. RAJA N.L. KHAN WOMEN'S COLLEGE (AUTONOMOUS), IIHM KOLKATA, CITY COLLEGE MIDNAPORE	1. M.SC. IN BOTANY, 2. B.ED. , 3. HOSPITALITY MANAGEMENT
2018	19	B.SC. (HONS)	CHEMISTRY	1. IIT KHARAGPUR, 2. NIT DURGAPUR, 3. JADAVPUR UNIVERSITY,	M.SC. IN CHEMISTRY, 2. P.G. IN PACKAGING

				4. VIDYASAGAR UNIVERSITY, 5 BANKURA UNIVERSITY, 6. MIDNAPORE COLLEGE (AUT ONOMOUS), 7. P.B. COLLEGE (AUTONOMOUS) , 8. BANKURA SAMMILANI COLLEGE, 9. INDIAN INSTITUTE OF PACKAGING (MUMBAI))	
2018	42	B.A. (HONS)	BENGALI	1. VIDYSAGAR UNIVERSITY, 2. MIDNAPORE COLLEGE, 3. KHARAGPUR COLLEGE, 4. RAJA N.L. KHAN WOMENS COLLEGE, 5. GHATAL R.S. MAHAVIDYALAY A	M.A. IN BENGALI
2018	13	B.SC. (HONS)	PHYSICS	1) Vidyasagar University, 2) Bankura University 3) Diamond Harbour Women?s University, 4) RKMVERI(Belur) 5) Midnapore City College, 6) PanskuraBana mali College, 7) Belda College,	M.SC. IN PHYSICS
2018	12	B.A. (HONS)	PHILOSOPHY	VIDYASAGAR UNIVERSITY	M.A. IN PHILOSOPHY
2018	21	B.A. (HONS)	HISTORY	VIDYASAGAR UNIVERSITY	M.A. IN HISTORY
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year

(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	3
SET	3
SLET	0
GATE	2
GMAT	0
CAT	0
GRE	0
TOFEL	0
Civil Services	0
Any Other	6
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
SPORTS	STATE OF WEST BENGAL	20
SPORTS	GARHBETA COLLEGE	328
SPORTS	UNIVERSITY	2
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	NIL	National	0	0	000	NIL
2019	NIL	Internat ional	0	0	000	NIL
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students' Representation (SR) in Academic and Administrative committee has the sole criteria of our institution. They actively represent in the College Governing Body, IQAC, Alumni Association of the college, Library Committee, Admission Committee, Sports Cultural Committees, Seminar Committee, Grievance Cell other subcommittees. The students' representative is elected by the students under the supervision of one Teachers' Representative to the College Governing body, the IQAC Coordinator and the Convenor of the Academic Subcommittee. As Students Representatives they convey the opinion grievances (if any) of the students in front of the Body/ Committees/ Cell convey the action taken reports to the students. They wholeheartedly chalk out various programs like cleaning, tree plantation, various awareness etc. with the permission of college authority. They involve students to actively participate in all the sports and cultural activities organised by the college throughout the year. Students' Representatives take a pivotal role in annual sports,

organize a cultural evening, observe various events, encourage students to participate in debate, youth parliamentarian etc. with a bold and self-sufficient attitude. They involve them in to organize departmental seminars/ Workshops / /Special Lectures and quiz. The Students' Representative plays an important role in encouraging and motivating students to participate in NSS, NCC 'Sukanya Project' (a project initiated by Kolkata Police) various Skill enhancement Programmes. College organises Saraswati Puja in the college under the leadership of Students Representatives. They also help to organise different sports activities and events and assist the teachers in making the event a success with prize distribution. They are well aware of the strength and weaknesses of the college as well as departments collect suggestions from students of different departments about how to overcome the weaknesses submit that to the coordinator IQAC.As a most important Stakeholder of the college they actively participate in all round development of the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Introduction: Former students of Garhbeta College are now engaged in different jobs like Scientists, Writers, Managers, Entrepreneurs, Professors, Politicians, Teachers etc. Some of the former students of the College with some Faculty members formed an Association to bring the former students together on a single platform and improve the quality of Institution. The Association supports new alumni, and provides a forum to form new friendships. Objectives of Alumni association are : 1. To bring all the old students and the faculty members of Garhbeta College to share their experiences with each other. 2. To utilize the rich experiences of the old students of the College for the benefit and progress of the present students. 3. To provide guidance to the present students in their endeavour for better employment and higher studies. 4. To organize Campus Placements through the old students working in reputed industries in State and National level. 5. To contribute the Overall Development of the College. 6. To arrange seminars, debates, cultural and social welfare programs. 7. To provide financial assistance to the poor students.

5.4.2 – No. of enrolled Alumni:

210

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

NO MEETINGS HELD

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. The fact that college is governed by a Governing Body, which consists Principal of the college as secretary, three elected representative from the faculty members and one elected member from the supporting staff along with two representatives from affiliating university, one representative from land donor/local community and two representatives from Government of West Bengal and headed by an eminent person, is not only the example of participative management but also its approval of formation of different subcommittees can be

cited as example of decentralized management. These subcommittees consist of teaching and supporting staff of our college. Members of these subcommittees actively participate to express their views regarding given issues and then take decisions. Thus, the college uses the services of these subcommittees for the effective functioning of college. We have finance committee to approve necessary financial support, keeping in mind the financial strength of the college, when fund requirement is beyond a limit. Purchase subcommittee looks after the tender process and finds the right vendor following the norms. Similarly, we have, to give few examples, - Academic subcommittee consists of all HODs/Coordinators or In charge of each department under the leadership of Secretary, Teachers' Council, has been given the freedom to take decision and recommend accordingly the desired policy or way of executing policy to achieve academic excellence. - Online Admission subcommittee to supervise and monitor the online admission process. - Routine subcommittee to prepare central routine for Science, Arts Commerce. - Library subcommittee for constantly monitor necessary requirements for smooth functioning of library and its desirable up gradation. - Since many of our students come from the lower economic strata, college authority realizes the need to stand by them. Therefore, Students Aid subcommittee is formed. After receiving the applications desiring waiving of tuition fee, members of this subcommittee thoroughly discuss each application and recommend the waiving of fee considering the available supporting documents. College authority happily accepts this recommendation. - Building subcommittee to supervise and monitor the new construction or repairing/maintenance of college building. 2. As far as academic departments are concerned, they also enjoy the decentralized mechanism. Each faculty member of respective departments participates in the decision-making process regarding allocation of classes and allocation of portion of syllabus to be covered. Decisions taken regarding the aforesaid issues are gladly accepted by the college authority. Similarly, for the laboratory-based departments, after consultation in the department itself take the decision regarding purchase of equipments, instruments etc subject to the availability of fund validated by the finance committee. All the faculty members actively participate to prepare the list of books and journals to be purchased or subscribed for their respective departments and college authority gladly honour their decisions subject to the availability of fund. Even faculty members are allowed to purchase books, with which they suddenly encounter in a bookshop or book fair and think that the book may be useful in enhancing the knowledgebase. So we may claim that active presence of decentralized and participative management can be

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Admission of Students: The College adopts merit-based admission mechanism using online mode. For which it prepares a special portal which is attached with the website of the college. Here merit formula is defined on the basis of marks obtained in the qualifying examination (e.g., in case of UG Honours course marks of Higher Secondary examination) However, in case of admission in the Post Graduate course we have resorted to admission

	test to judge the merit of the students.
Curriculum Development	Curriculum Development: Since our college is an affiliated institution of Vidyasagar University we have to follow the curriculum prepared by the university.
Library, ICT and Physical Infrastructure / Instrumentation	Library, ICT and Physical Infrastructure/Instrumentation: Library is being digitized using KOHA software. Library, along with the entire campus, is Wi-Fi enabled and under CCTV surveillance. Teachers/staff/ students can enjoy reading room facility which is also equipped with computers. It maintains register for both home issue daily issue. All the faculty members have been provided with N-List user id to get the facility of e-resources using INFLIBNET. Departments have been provided with both desktop laptops to enable them using IT enabled teaching learning methods. It takes quick steps to through its decentralized mechanisms to repair/overhaul such equipments when necessary. To use different e-resources effectively efficiently the servicing of Wi-Fi network is monitored and serviced regularly. A sub-committee has been assigned the task of monitoring the class rooms other facilities.
Human Resource Management	Human Resource Management: This institute adopts all steps for optimal use of human resource, thus focuses on its management. Its strategy of adopting decentralized mechanism is such a step. College authority adopts democratic processes of discussions, deliberations participation using its different internal bodies to identify special abilities/qualities of teaching and supporting staff. Following that outcome, it entrusts and extends opportunity to its staff member to function efficiently in executing policy decisions and to achieve the larger goal of the institution. Thus, it puts the right persons in the right place and also provides opportunity to "learn more by doing more" which ultimately yields more efficient outcome.
Industry Interaction / Collaboration	Industry Interaction/Collaboration: Being in a rural area which is predominantly depends upon agriculture, the industry interaction/ collaboration

is very hard to come by. However, we are quite open in this regard. We are ready to welcome such collaboration as well as ready to get enriched by interacting with industry. It is worth mentioning that indirectly we are collaborating with the industry by gathering information regarding requirements of different industries using individual information gathering mechanism. Accordingly, our faculty members, though not using a very formal structure, try to enlighten our students about the requirement of industries and advise them how to prepare themselves for fulfilling such requirements alongside with their usual courses.

Teaching and Learning

Teaching Learning: Authority of our college encourages teachers to participate in Orientation/ Refresher courses or in similar training courses so that they can use whatever innovative ideas or excellence they gain from such courses for the benefit of students. This institution encourages teachers to use modern audio-visual equipment to make teaching-learning more attractive. As our college is in the rural area, teachers of our college use bi-lingual mode to deliver their lectures accordingly beside English version the institution also encourages to provide study material in Bengali version. Faculty members also take special attention with their experience to deal with slow learners alongside the fast learners.

Examination and Evaluation

Examination Evaluation: Being an affiliated institution of Vidyasagar University this institution has to follow the schedule guidelines of the university. However, the college conducts internal assessment examination following its own academic calendar. To assist the departments in conducting internal assessment a sub-committee has been formed to make the process smooth, which takes responsibility of conducting internal assessment where numbers of students are huge. It is worth mentioning that departments which are running PG course, like Bengali, History Mathematics they set their own examination schedule. Decisions regarding assignments of responsibility

of paper setting answer script evaluation are taken in their respective Board of Studies (BOS). A sizeable number of answer scripts is assigned to the external evaluators.

Research and Development

Research Development: College always encourages research activities. It extends all kind of cooperation to write research project and allows facilitates teachers to visit different libraries/other research institution or to go to field keeping in mind the rules/regulation/statutes of UGC/Government of West Bengal/Vidyasagar University. The college has its research sub-committee to help, extend all kind of cooperation to the researchers college has its own Journal entitled "Indian Journal of Research in Multi-disciplinary Study". Governing Body as well as Teachers' Council of the college acknowledges those teachers who have awarded with Ph.D. / M. Phil degree. College also gladly funds in organizing seminar. To facilitate research college subscribe good number of qualitative journals.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Administration</p>	<p>In consonance with the advancement of information Communication Technology (ICT) all over the country, Garhbeta College has taken initiatives to implement e-governance in different administrative functions over past few couple of years. ICT has been used in different administrative activities like admission and registration of students, administration of student data, finance accounts, attendance and monitoring of staff, library services etc. with a view to improving efficiency and access to services in a faster way. However, the implementation of e-governance initiatives in different administrative areas of operation of the college can be pointed out in the following way: 1. Different academic Departments, Offices, Account Section, Library, College main entrance/security, Canteen, Hostel are connected through intercom and seamless communications are made among these paraments/wings as and when required. 2. Attendance of teachers and supporting staff of the college is</p>

monitored through Biometric attendance system throughout the year. 3. Computers are extensively used in different official works and day to day activities of the college.

Student Admission and Support

1). Entry level admission of students is fully done through a dedicated admission portal of the college. Necessary email/sms alerts are sent to the students and admission fees were also collected online through payment gateway system. 2)Registration of students is done through the ICT used in the office and necessary communication is made with the affiliating University for this purpose. 3)Student data is administered through an automation software named as SMART OFFICE(ERP-9) runs in the college. This software provides incorporation of data into a unified system and generation of reports as per our requirement making the process well organized, user friendly, and saving of time and cost.

Planning and Development

1. Central library of the college is operated through automation software named as COHA and the library is fully/partially computerized. 2. The college campus is equipped with CCTV and these are installed at different places, HOI can oversee any location at any point of time. 2. The college campus is equipped with CCTV and these are installed at different places, HOI can oversee any location at any point of time. 3. Electronic communication via email is a regular practice of the college to make various administrative correspondences with different Government departments like, State Higher Education Department, UGC, Vidyasagar University and many other Government agencies. 4. Various data and reports in respect of RUSA grants sanctioned to our college were submitted through the RUSA MIS Portal. The college was in constant touch with the sanctioning and monitoring authority through this portal in paperless mode. 5. Internet facility is available for 24X7 in the college office, accounts section, library, and computer laboratory and in different academic departments of the college. The campus is also Wi-Fi enabled. 6. All-important notices are published in

the College website on a regular basis.
Time Table is also displayed in the
website.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	NIL	NIL	NIL	0
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	NIL	NIL	Nil	Nil	0	0
2019	NIL	NIL	Nil	Nil	0	0
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
One-week Short Term Course On Gender Sensitization, organized by UGC-ASC, The University of Calcutta, Kolkata	1	14/11/2018	20/11/2018	7
One-week Short Term Course On Interpreting Gender at its Intersections, organized by UGC-ASC, Jadavpur University, Kolkata UGC-	1	27/11/2018	03/12/2018	7

ASC, Jadavpur University, Kolkata				
Inter-disciplinary Refresher Course on Advances in Instrumentation and Automation: Role of ICT (Sponsoring agency- UGC)	1	03/12/2018	22/12/2020	20
38th Orientation Programme conducted by the HRDC, Sambalpur University	1	28/02/2019	27/03/2019	28
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
PUJA EX-GRATIA (TOTAL RS. 102000)	PUJA EX-GRATIA (RS. 97000), STAFF WELFARE (RS. 110338)	STUDENT AID FUND (RS. 251035)

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

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

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
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6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	VU	Yes	PRINCIPAL
Administrative	Yes	APPROVED AUDITOR	No	NO

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

NA

6.5.3 – Development programmes for support staff (at least three)

<p>1) Periodical and Annual meetings with all support Staff. 2). Principal regularly meets and appraises the Support Staff. 3). The support staffs of the Institution are encouraged to attend different staff development programs organized by different Institutions. 4) Involvement of Support Staff in all academic and non-academic activities. 5) Regular Staff meetings are conducted to address their needs and upgrade their skills 6) Scope is given for higher studies.</p>

6.5.4 – Post Accreditation initiative(s) (mention at least three)

<p>1) Establishment of new Library building 2) Improvement of Library Resources 3) Constructions of Smart Classrooms to enable ICT based teaching and learning. Improvement in RD activities. 4) Renovation of old building. 5) Motivated for higher studies. 6) Motivated students for cultural and sports activities. 7) Organising lectures for improving professional and ethical values in students and other stake holders. 8) Filling up of vacant posts 9) PG courses in Mathematics, Zoology, Bengali and History</p>
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6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Student Induction PR OGRAMME (PG)	23/07/2018	23/07/2018	23/07/2018	40
2019	FEEDBACK FROM	14/02/2019	14/02/2019	14/02/2019	565

	STUDENTS				
2019	FEEDBACK FROM PARENTS	14/02/2019	14/02/2019	14/02/2019	214
2019	FEEDBACK FROM TEACHERS	08/06/2019	08/06/2019	08/06/2019	51
2018	MEETING WITH HEADS OF THE DEPARTMENTS	18/09/2018	18/09/2018	25/09/2018	23
2018	ACADEMIC AUDIT	12/11/2018	12/11/2018	17/11/2018	56
2018	PLANTATION	22/07/2018	22/07/2018	22/07/2018	56
2019	STUDENTS SATISFACTION SURVEY	06/03/2019	06/03/2019	06/03/2019	352
2018	Student Induction PROGRAMME (UG)	13/11/2018	13/11/2018	13/11/2018	1123
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
YOUTH AWARENESS	27/01/2019	27/01/2019	85	37

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
NO

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	No	0
Ramp/Rails	Yes	0
Braille Software/facilities	No	0
Rest Rooms	Yes	0
Scribes for examination	No	0
Special skill development for differently abled students	No	0

Any other similar facility	No	0
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7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	Nil	Nil	Nil	00	Nil	Nil	Nil
2019	Nil	Nil	Nil	00	Nil	Nil	Nil
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
CODE OF CONDUCT REGARDING CONCESSION IN TUITION FEES	01/07/2018	1. As per Govt. rules the college extends concession in tuition fees to the poor and meritorious students who apply for it. 2. From Garhbeta College welfare fund the financially weak but meritorious students are supplied with financial assistance and library facilities as and when necessity arises. 3. There is a sub-committee to look into this affair
Code of conducts regarding to Attendance Rules.	01/07/2018	1. The college strictly abide by the rules of the V.U regarding student attendance of classes. 2.Only the students having secured 75 or above 75 classes held in each subject are generally allowed to appear at the final exams. 3.The college always takes serious note of a students' absence from any exam without supportable reasons.
COLLEGE UNIFORM	Nil	Students of this institution have to follow the code of proper attire (black trouser sky-blue shirt for male students, and sky blue kameez white salwar for

		<p>female students) every day except Wednesday. Unnecessary loitering in the corridors and use of mobile (except for emergency and academic purpose) are strictly prohibited for the students. Students have to attend class within five minutes of the commencement of class. Teachers have to start their classes at the schedule time. Any kind of discrimination is uncalled for. Supporting staff have to provide all the relevant information to students with patience and smile.</p>
<p>CODE OF CONDUCT REGARDING COLLEGE LIBRARY</p>	<p>01/07/2018</p>	<ol style="list-style-type: none"> 1. Every student must have a library card which will be issued at the beginning of the session. 2. Library card must be deposited at the time of borrowing books and at the time of returning the books. 3. Students should clear all library dues before final exam. 4. without library clearance admit of the final exam will not be issued. 5. No books can be retained for more than 15 days. 6. After 15 days a book may be re-issued. 7. Silence is to be maintained in the library. 8. Library books and journals should be taken carefully. 9. Books must be verified at the time of receiving. 10. After lapse of 5 years from the date of admission, a student cannot claim for the caution money
<p>Code of conducts</p>	<p>Nill</p>	<ol style="list-style-type: none"> 1. All kinds of bills and vouchers should be deposited to account section on every Tuesday and Friday. 2. All payments are done through

bank cheque after verification.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Health Awareness Camp	08/03/2019	08/03/2019	600
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- 1). Plastic free zone • 2). Plantation /maintenance of existing medicinal garden • 3). Prohibition of firing of dry leaves • 4). Green audit • 5). Formation of nature and environment sub-committee

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. The college has its own vibrant women's cell, SAHELI, which aims at promoting gender equality as well as universal value of treating all human being as owner of equal rights, equal opportunity and dignity. The cell works to make aware regarding empowerment of the so called under privileged and oppressed sections including women. Very often SAHELI takes initiatives to organize programmes to promote consciousness regarding different pertinent issues of the depressed sections. The cell has been quite active in the previous years in guiding women regarding legal rights, about the diseases to which the women usually fall prey off. Besides, it has also been active in bringing different experts to discuss how the women are being subjected to discrimination, deprivation and the possible way out to these menacing problems. The cell always tries to involve the adjacent community in conducting its different programmes. In the year 2018-19, the cell, as its initiative, has conducted a Health Awareness and Free Health Check-up Camp on 8th March, 2019 involving local community. For this purpose, two reputed and veteran doctors, one general physician, Dr. Pranab Goswami, and one gynaecologist, Dr. Keka Roy, were invited. In this camp, near about 250 faculty members, staffs and students from all the departments of the college and 56 members of local self-help groups were provided free medical examination, consultation along with the check-up of blood pressure by the invited doctors. During this camp, each female participant was given sanitary napkins free of cost. The students of the college worked hard voluntarily to make the camp successful.

2. During 2012-13, the premiere science academy of India, The Indian National Science Academy (INSA) launched a program of lectures in remote/rural, areas across India. The objective of the program of INSA is to reach out through its Fellows, INSA Teacher Awardees, INSA Young Scientists and the members of INYAS whereby they deliver popular science lectures to students and teachers of schools and colleges in the remote / rural nonmetro areas, apprise them of opportunities available to them (like summer courses) discuss their difficulties in science teaching and help devising some modus-operandi to help including providing an appropriate feedback to INSA / DST. As a part of this INSA program, renowned mathematician Prof. Pratulananda Das, INSA Teacher Awardee for the year 2017 visited Garhbeta college on 4th October, 2018 and delivered a lecture entitled "Story of Real Numbers". This program was inaugurated by Prof. Susil Kumar Bera, Teacher-in-charge of Garhbeta College. Dr. Sushil Kumar Ghosh, Associate Professor in the Department of Mathematics, conducted the whole program in a very eloquent manner. 110 participants including UG as well as PG students of the College, faculty members of the college, students and assistant teachers of the schools of the locality joined this program. After the lecture, the audiences were benefited by knowing the investigated problems, mode of

investigations, diversification of thoughts etc. through interactive session. This program provided an opportunity to exchange views and ideas on higher mathematics with a renowned researcher of Mathematics not only to students of Garhbeta college but also to the school students of the locality.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Since the Vision of the Institute focuses on comprehensive and sustained growth of the students, the college aims to bring the economically weak rural and tribal youth into main stream and make them a responsible citizen of India. Students need a break from classroom and lectures to rejuvenate and extracurricular activities are the best way to regain that energy and enhance student's personality. Whether getting involved in student clubs, volunteering activities and sports tournaments, these activities outside the regular classroom, help students meet new people and develop their social skills. While academics play a significant role, sports-related activities are also important in shaping the personality and character of a student. With the same ideology, a college with physical education and B. P. Ed. emphasizes on college sports and encourages its students to participate in various tournaments. Students not only stay fit and healthy by actively participating in sports, but they also learn effective ways to handle pressure in times of crisis. Keeping in view the importance of sports in today's scientific era and its vitality in the shaping of individual's personality and health and fitness, the college lays considerable emphasis on student participation in various games, sports and track and field activities. The spacious grounds of the college are laid out into playfields for Cricket, Hockey, Football, Basketball, Volleyball, and Badminton etc. Facilities have also been provided for Yoga, Table Tennis, Chess, Wrestling and Kabaddi. A Gymnasium Hall equipped with all modern scientific machines like Multi-exerciser, and Treadmill are available for the use of students. Other than actually being an active sportsman, then other career opportunity for students is: sport marketing, coaching, athletic administration, sports medicine, sport promotion, sport psychology and so on. Sports person can be employed in private and public sector. The Indian Government and Armed forces also have special recruitment drives for exceptional sporting talent. Students can also set up their own business in manufacturing of sports equipment after gaining experience in this field. Student of college participated in various Sports Competitions in 2018-19 organised at the institution level.

Provide the weblink of the institution

<http://www.garhbetacollege.ac.in>

8.Future Plans of Actions for Next Academic Year

1. Workshop on Mushroom cultivation 2. IQAC suggests to build 2nd floor of Ambedkar Bhaban to reduce the scarcity of class room 1. To save the 'Bidhan Bhaban', a shed over the roof top is very much essential and it urgently needed some renovation. 4. To form the football team with female students. 5. More ICT enabled class-rooms. 6. Preparing for NAAC 2nd Cycle. 7. Workshop for students on skill development Programme. 8. Awareness programme on Entrepreneurship for Students. 9. Organisation of more Seminars/Workshops on Use of ICT in Quality Teaching Learning, Research Methodology Environment 10. Digital Notice Board for interactive / real-time publication of emergency notices / information to the

students. 11. The college plans to maintain a database on student's progression. 12. To provide safe and sound atmosphere in the laboratories especially in the departments of Physics, Chemistry, Zoology, Botany, by increasing more fire extinguishers. 13. The college intends to organize motivational program for the final year Under Graduates and post graduate students in order to enhance their participation in renounce and premier higher educational institute. 14. The institution has a plan to buy solar panel to reduce the electricity consumption. 15. To provide the better communication facility the college envisage to purchase heavy vehicle for the communication of students to Railway station or Bus. 16. Keeping in view healthy sanitation facility for students, the college has to purchase sanitary Napkin Vending Machine.