



## YEARLY STATUS REPORT - 2022-2023

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	LALGOLA COLLEGE
• Name of the Head of the institution	DR HAZRAT ALI SEIKH
• Designation	Associate Professor
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9734774142
• Mobile No:	9734774142
• Registered e-mail	lalgolacollege@gmail.com
• Alternate e-mail	lalgolacollege@rediffmail.com
• Address	Lalgola College
• City/Town	Lalgola Murshidabad
• State/UT	West Bengal
• Pin Code	742148
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid

• Name of the Affiliating University	University of Kalyani				
• Name of the IQAC Coordinator	DR MUNMUN SADHUKHAN				
• Phone No.	7003108712				
• Alternate phone No.	7003108712				
• Mobile	7003108712				
• IQAC e-mail address	lalgolacollegeiqac@gmail.com				
• Alternate e-mail address	lalgolacollegeiqac@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://lalgolacollege.org/uploads/21_22/aqar/aqar_21_22.pdf">http://lalgolacollege.org/uploads/21_22/aqar/aqar_21_22.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://lalgolacollege.org/uploads/22_23/academic_calendar/ac_22_23.pdf">http://lalgolacollege.org/uploads/22_23/academic_calendar/ac_22_23.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.20	2016	05/09/2021	04/11/2021
<b>6.Date of Establishment of IQAC</b>			05/08/2014		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>			4		

<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	Yes	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
Organized webinars and seminars. Department of Education organized two seminars. Department of Political Science organized two intra departmental faculty exchange program. 1. Workshop on Research methodology. 2 Special lecture on Swami Vivekananda' political philosophy.		
Motivated faculty members to join FIPs Refresher courses and short term courses. Four faculty members completed their respective Refresher courses during this period.		
Organized Parents teacher meeting for the betterment of teaching learning process and collected feedback for self appraisal of the institution.		
Motivated Faculty members to submit their PBAS on time.		
Organized various social awareness program with the help of NSS.		
<b>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</b>		
Plan of Action	Achievements/Outcomes	
To use ICT facilities by each and every department	All the departments are using ICT facilities in their best possible manner.	
To prepare academic calendar and class routine.	Academic calendar and class routine were prepared in due time. e.	

To organize Skill development courses	No significant achievement is made in this regard.
To upgrade institutional website	Institutional website has been upgraded and re designed. The process is still under going.
To upload important notices and study materials in the college website.	Departments uploaded some necessary study materials on the respective sections of the website to further the betterment of the teaching learning process
To motivate faculty members to complete their due orientation and refresher courses.	Five faculty members completed their respective faculty development programmes in due time.
To inspire the faculty to organise and participate in the Faculty Exchange Programme at the intra-college and inter-college level.	Department of Political Science organised two Faculty Exchange Programmes at the intra-college level.
To encourage the departments to participate to organise seminars and webinars.	Departments of Education and Philosophy organised four and one seminars respectively.
To increase the activities of different groups such as NSS, Women's Cell, Cultural Committee, Sports Committee.	NSS organised several major activities throughout the session and Cultural Committee and Sports Committee organised their respective events.
To encourage the departments to organise educational excursions.	Departments of Education, History, and Philosophy organised educational excursion in this academic session.
To motivate all the departments to organise parent-teacher meets.	Several departments categorically organised parent-teacher meets to
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	

Name	Date of meeting(s)
Governing Body, Lalgola College	09/01/2024

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

Year	Date of Submission
2022-2023	24/02/2024

**15. Multidisciplinary / interdisciplinary**

We are a Multidisciplinary College. We organise interdisciplinary talks and programmes. Many departments host webinars, seminars, events and study trips together (more than two departments). We inculcate the competence building habits among our students. Faculties engage students of other departments. We promote a holistic growth in the students.

**16. Academic bank of credits (ABC):**

We are gathering information on this. We will start as soon as it is finalised by the parent university.

**17. Skill development:**

The CBCS system provides for SKILL ENHANCEMENT COURSES for every subject taught at the College both in the Honours and General Levels. These courses help in equipping students with requisite skills beyond the theoretical knowledge systems. IQAC had taken some initiatives to organize few skill development programme like Tailoring, Computer Training, Spoken English courses for our students. Few students of our college were interested to join this courses. They were enlisted in these courses. But for some infrastructural problems we have not been able to start these courses till now.

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

As most of our students are from Bengali Medium Schools, most of the lectures are delivered in the Vernacular (Bengali) with English as a supporting Language. We teach Bengali, Indian Philosophy as well as many English Translations of texts originally written in Indian Languages (In the Eng Lit syllabus). Celebrations of customs and traditions that reflect the vibrant Indian Culture as well as the commemoration of the Birth Anniversaries of poets and thinkers are organized. These occasions become opportunities for students to be aware of the beautiful and vibrant Indian Culture and tradition.

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

As our college is a general degree college, our primary aim is to make future teachers. Beside this we have also focused on administration, journalism and mass communication. Many of our students are working as teachers in different institutions. Some of the students are also working in administration. We encourage our students to proceed in higher education as well. Around 40% of our students progress to higher education in different universities every year. Some of them have qualified NET/ SET exams. A significant number of those students have enrolled into research based works and are pursuing their respective honorary degrees. Some of them have successfully appeared in different competitive exams and are now posted in due Government jobs. Some of our students have joined local administrative posts and are actively working in decision making processes.

**20.Distance education/online education:**

Our college switched to offline mode in terms of teaching learning processes. The evaluation process still remained in the blended mode for the first half of this academic session. In January 2023 the exams were conducted in offline mode for the first time since Covid-19. The lessons learned during the challenging period of lockdown, when maintaining adequate communication with the students required a great deal of technical efficiency, became a resource for the improvement of communication with the students in these subsequent times. The practice of sharing learning materials through various digital platforms was maintained and enhanced as the students have benefited vastly from the online resources. Teachers diligently prepared and uploaded e-learning materials on the college website to ensure good accessibility for the students.

**Extended Profile****1.Programme**

1.1

2

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

File Description	Documents
Data Template	<a href="#">View File</a>

**2.Student**

2.1

3610

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2

955

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3

493

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

**3.Academic**

3.1

12

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2

0

Number of Sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	<b>2</b>
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1	<b>3610</b>
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	<b>955</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	<b>493</b>
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3. Academic

3.1	<b>12</b>
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>



3.2	0
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	No File Uploaded

<b>4.Institution</b>	
4.1	11
Total number of Classrooms and Seminar halls	
4.2	39.04
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	23
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

Our institution believes in the holistic education of the students emphasizing the education beyond the confined classroom. At the beginning of the academic session, the college publishes a detailed prospectus and routine. Departmental meetings are held before every session to plan effective curriculum delivery. Various teaching methods are practised - online, chalk and blackboard method, ICT enabled teaching-learning method, distribution of class notes. Every Practical Department has a proper and adequate instrumentation facility to conduct practical classes. Fieldworks and educational tours are conducted by different departments. Project work of students are guided for the accomplishment of analytical skills. Seminars and special talks by national and international eminent academicians are also arranged regularly. Regular class tests, Internal examinations, Mid-semester examinations, regular assessment in practical classes, viva-voce, are done. We have a very rich open accessed central library and many departments have their rich departmental

**libraries.**

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Lalgola College prepares their academic calendar based on the calendar of Kalyani University. These are uploaded on the college website. It includes various timelines such as dates of beginning and end of the session, mid-semester breaks, distribution of classes, preparatory leave, and tentative dates of practical and theory examinations. The academic calendars also include proposed seminars/workshops, educational trips, project work, and other academic activities for the session. The Departmental timetables are prepared well in advance based on the master timetable and are uploaded on the website. They are also displayed at the departmental notice board which helps in monitoring the regularity of classes. Timely completion of syllabus, revision, and internal evaluation is carried out in compliance with the schedule listed in the academic calendar. The performance of students is assessed continuously. Tests, assignments, presentations, and internal exams are held in a time-bound manner. The criteria for internal evaluation are displayed on the college notice board. The departments hold regular faculty meetings to ensure that continuous assessments are executed efficiently. All faculty members participate in the central evaluation process to ensure timely declaration of results of university examinations.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

**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.**

**B. Any 3 of the above**

**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	No File Uploaded
Any additional information	No File Uploaded

## 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

17

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	No File Uploaded

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

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

The College offers three General & Compulsory Undergraduate course which addresses Environment, Sustainability and Human Values. These courses are affiliated to the University of Kalyani. Topics related to this issue are taken up for quiz and debates during different functions organized by different departments. Equal opportunities are given to both genders in terms of admissions, employment, training programmes, sports activities etc., and so gender issues do not arise. College encourages women faculty and students to participate in events focusing on women empowerment and promoting leadership qualities in women. Teachers' day is celebrated with vigor in the institution/ campus. Girls and boys participate in various co-curricular activities such as group discussions and technical quiz and debate programmes. Both boys and girls are made members of NSS which is associated with various co-curricular and extracurricular activities. Students are also encouraged to participate in activities on social responsibilities organized by other institutes in the district. Awareness programmes are also initiated by the NSS unit, which carries out different extensive activities for environmental protection and to raise student awareness about their social responsibilities.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

3

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

1485

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

### 1.4 - Feedback System

<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>A. All of the above</b>
---	----------------------------

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>B. Feedback collected, analyzed and action has been taken</b>
---	--

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

## 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

2123

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

452

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

The institution is sensitive to the fact that not all students have the same level of academic competence or aptitude. Every Department conducts screening tests for newly admitted students to assess their level of competence in the subject. The classroom teaching is aimed at guiding each student according to his or her standard and capability. Teaching strategies are fine tuned to cater to both the advanced and slow learners. For Advanced learners the following methods are adopted. Advanced learners are encouraged to participate in student seminars . Advanced learners are encouraged to make poster and PPT presentations. Advanced Learners are provided with links to various on line learning resources . They are advised to consult reference books on the subject. Carreer prospects and opportunities for further studies are discussed with Advanced learners . Programmes for Slow learners Remedial classes and doubt clearing c lasses are arranged for Slow learners. Guardians are informed regarding the performance of their wards and advised on the course of action.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
3610	12

File Description	Documents
Any additional information	No File Uploaded

## 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

The endeavour of this institution is to open up the world of knowledge to the different strata of pupils to such an extent that, each of them is able to absorb knowledge according to their own needs and capabilities and accrue real benefits. A system of continuous evaluation also helps the teachers assess the progress of the students. This process of evaluation consists of written examinations, open book tests, group presentations, seminars, quiz, debates, projects, practical examinations with viva, written assignments, surprise tests, and class participation, etc. Usually each Department conducts tutorial classes for slow learners after scheduled class hours on weekdays after 3:00 p.m. Different departments take remedial classes at the end of the session for the slow learners. Several Departments organize debate competitions on current problems. Some of the Departments organize peer tutoring, microteaching and faculty exchange programme for our students. Teachers also give class notes for our students if required to solve the problem of students. Students also get suggestions from teachers after the scheduled class hours.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

College has been equipped with various ICT enabled learning resources ( like learning in virtual class room, smart classroom, computer laboratory, access to partially automated library system etc) towards the end goal of promoting a positive teaching-learning attitude among students. The college is also equipped with internet facilities which gives the teachers a chance to use e-materials when needed. Students are encouraged to access learning portals like e-gyankosh, e-pathshala, CEC lectures, Sodhganga etc. Sometimes documentaries and short films are shown to the students for igniting their interest for learning and discovering truths.



File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

### 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

7

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

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

12

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

#### 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

7

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

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

#### 2.4.3.1 - Total experience of full-time teachers

110

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

### 2.5 - Evaluation Process and Reforms

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

In all the evaluations arranged by the College (Class-Tests,internal assessment under CBCS), students are intimated a few days prior to the date of the tests. The students are informed about the test schedules either by a central notice issued by the college authority or by a provisional notice issued by the concerned department. After evaluation students are intimated about their score of internal assessment and they are given their answer scripts to see. Teachers point out the improvement areas of the students where necessary.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

and efficient

Our Institution prepares its academic calendar at the central level each year. Following the calendar, each Department conducts their academic activities throughout the year. Schedule for class tests are announced prior to the scheduled date and this information is passed on to the IQAC. The schedule for class tests are prepared by individual departments. Students are also informed about the provisional routine that includes the schedule for tutorial classes. Several Departments also organise Parent-Teacher Meeting for getting feedback and these are properly analysed by the IQAC and possible measures are taken for improvement of our internal quality. Surprise tests are taken every week for continuous evaluation. Students are encouraged to make term paper presentations, debate on various contemporary issues, microteaching, panel discussion beside written examination as a part of internal assessment. A few departments organised open book test to deal with examination phobia among the students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

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

Program outcomes and course outcomes for all programs offered by the Institution are stated and displayed on the college website and communicated to teachers and students Mechanism of communication of COs decided by the Board of studies of University of Kalyani and furnished among the Head of the Department of different subjects in the affiliated colleges under this University. Head of the Departments share their view with members of the Department during Departmental meetings. Departments also inform these messages to final year students for their progress.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

One of the methods that our college follows to assess the performances of students in different examination at institutional level, attendance of regular classes. Our college also has a Grievance Redressal Mechanism where the students can place their problems at anytime. The institution deals with students' grievances very deftly .Parent teacher meet is organised by individual departments. Publication of merit list at the time of admission, keeping the records of marks obtained in University's final examination by College-office, keeping records of marks obtained by students in class test by the Department, keeping the records of successful students who have absorbed into different jobs,etc. are regular practices of our institution through which the program outcomes are measured and checked. The slow and advanced learners are identified and accordingly outcome attainment target is set by organising class tests, conducting tutorial, organizing debates, quiz, student seminars, workshops etc. In order to achieve the desired program outcomes, some departments hold field tour, field survey, workshops etc. Students of final year are encouraged to join in job oriented training courses through carrrer counseling programme.

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

### 2.6.3 - Pass percentage of Students during the year

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

493

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

## 2.7 - Student Satisfaction Survey

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

[https://docs.google.com/spreadsheets/d/17n9Zn-DmXQV1O\\_h2mUZPDYnKcRab5wXoEJrSH0XCzn4/edit?usp=sharing](https://docs.google.com/spreadsheets/d/17n9Zn-DmXQV1O_h2mUZPDYnKcRab5wXoEJrSH0XCzn4/edit?usp=sharing)

## 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	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

**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**

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 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

6

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

### 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

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

#### 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**

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

**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

Lalgola College has organized several extension activities to help with the social issues arising in the neighborhood. The students of Lalgola College take active part in different social and cultural activities in and off campus. There are several programmes organized by the NSS and other cells of the Lalgola College which are listed below: 1. Observation of International Youth Day and NSS Day 2. Many programmes were organized such as, Independence Day, National Voluntary Blood Donation Day, National Voter's Day, Republic Day, Women's Day, Environment Day, Yoga Day etc. 3. Blood donation camp has been successfully organized by the NSS unit of the college. 4. Banomahatsov week was observed. 5. Awareness campaign on the impact of COVID 19 was organized. The students were motivated to take part in different social activities, cultural programme etc for which they accumulate knowledge, so that they may inculcate it in neighboring community from time to time.

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

**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**

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

**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**

0

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	No File Uploaded

**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**

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

**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

3

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

### 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

1

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

To increase student strength the college has always taken proactive steps to provide various facilities to develop the infrastructure in the campus in terms of classrooms, laboratories and for sports, extra and co-curricular activities. There are fully furnished well ventilated 11classrooms with green board,etc. for conducting theory classes. Among them, one classroom with smart board and twoclassrooms have LCD projector and internet

facility to adopt advance teaching methods. There are 2 laboratories to carry out the academic experiments such as Geography lab, computer lab. There are 7 computers which are used for official purpose. All the computers are connected with internet facilities. We have free Wi-Fi connection for all students through which they can download any kind of study materials, prepare reports. There is one seminar hall with good audio-visual facilities and 200 seating capacity. We have one Gymnasium for the students' physical development. We have a well equipped library with various books, journals for our students. We have a canteen for studentsto provide healthy food at the cheapest rate. There are girls' and boys' common room with indoor game facilities. The Girls' hostel isavailable for students. But at present we have no students there.

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

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

The College provides immense importance to extra-curricular activities. The students excel in multifarious co-curricular activities and perform in various inter-college and intra college programmes. The college has an open air stage for performances. And for sports and game, the college has a field within the campus where students play crickets, football and badmintons. The college sports is organized annually. The boys' common room has some indoor games facilities like the Table tennis board and the Carrom board, chess board. In girls' common room has Ludo board. There is a gymnasiumfor the students and faculties as well. It can be used by the students free of cost. The Gymnasium allows the students to feel reinvigorated, after their hectic class schedule.

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

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart**

class, LMS, etc.

4

#### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

#### 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)

20.29

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

#### 4.2 - Library as a Learning Resource

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

Lalgola College Library is partially automated with KOHA library management software 21.11.10 version since 2016. Library services such as cataloging, circulation, patron card creation, advance searching, report generation, are partially computerized.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil
<b>4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources</b>	<b>E. None of the above</b>
File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded
<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>	
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>	
0.16	
File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>
<b>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)</b>	
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>	
50	

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

### 4.3 - IT Infrastructure

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

The College has sufficient IT facilities for strengthening the teaching and learning process. The computer lab is equipped with 16 computers with required software and antivirus. Three LCD projectors and one smart board in classes are available to provide effective teaching for the students. Two smart classrooms are present in the collegewhich are used by different departments. One LCD projector is present in the Seminar room to organize various types of seminars. Faculty members use power point presentations, videos etc in the class rooms to enhance the learning experience of the students. Printers, scanners, and photocopying facilities are available and faculty members can use these facilities only for official purpose. The college campus is WI-FI enabled. Faculty members can access Wi-Fi in the campus to acquire additional information, carry out research activities, and download information for the students. The college campus is under CCTV surveillance to maintain discipline and transparency. Students are encouraged to use IT facilities in the best possible way for their learning.

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

#### 4.3.2 - Number of Computers

23

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in

E. < 5MBPS

the Institution	
File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded
<b>4.4 - Maintenance of Campus Infrastructure</b>	
<b>4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)</b>	
<b>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)</b>	
18.75	
File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>
4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	
<p>The proper utilization of the infrastructure provided to the Departments is monitored by the respective Heads of the Departments. Following are some of the important parameters by which these are ensured: The library follows certain protocols regarding the usage of books. The entry register is kept for both staff and students. In the beginning of the first year, each student is issued library cards. At the end of every semester, all students must return their books to the library. Likewise, the teachers may also use library books for their classes and research purposes. The sports facilities are available for all students. Teachers use green board to teach in class and also use modern equipment such as computers, LCD projectors for taking classes. Certain departments use fully-equipped laboratories for practical classes. The college is one of the examination centers for U.G.</p>	

under Kalyani University. The college is sometimes used by the state Government on holidays for various activities of public interest like holding examinations and elections. Construction of new buildings and renovations of existing buildings are maintained by the college fund after discussions with the members of the Finance Committee and Governing Body.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

3053

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>C. 2 of the above</b>
File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
0	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
0	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student</b>	<b>A. All of the above</b>



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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 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

1

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 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

0

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	No File Uploaded

**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**

3

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**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.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

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 )

Lalgola College has an active students' engagement and participation. The various Student Committees comprise of representatives from all groups of students and are led by senior faculty or staff members of the Institute. The Committees include Academic, Administrative, Cultural, Social, Sports and such other Committees as per the interest of the students stepping up to take an active leadership role. The main purpose of these Committees is to ensure harmony across an ample, vibrant, and continuous range of campus events and activities in the course of an academic year. The committees ensure maximum involvement and engagement of all members of the college and its respective stakeholder groups. Working on these committees instil leadership and management skills among students. The students' associations energetically organize activities for the students by the students. Other than organising students' seminar and workshops; the students' association attempt to go beyond the classroom boundary. The prominent committees involving students are as follows. 1. Sports Committee 2. Cultural Committee 3. Magazine Committee 4. Social Committees 5. IQAC.

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

**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**

15

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

#### 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

Our College has an alumni association. They meet twice a year for the betterment of the institution. The members of this association give their suggestions for quality improvement. They also raise their helping hand to solve the problems of current students. They guide the current students for their bright future. They encourage our students for taking admission to this college. this association is not registered till now. But the process is going on.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

#### GOVERNANCE, LEADERSHIP AND MANAGEMENT

##### 6.1 - Institutional Vision and Leadership

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

It is good governance and clear cut vision, which contribute enormously to the development of a college. Keeping that in mind, Lalgola College aims at providing higher education to the people of Lalgola, in the mean, Lalgola being situated in one remote corner of the state of West Bengal, its students belonging to the minority community, the majority of them being the first generation learners. The present educational institution puts focus on bringing ou the hidden potential of the learners, who are often pour and down-trodden. Lalgola College aims at establishing peace, spreading the message of harmony and brotherhood, in addition to creating a sence of nationalism and social justice.

As mission of the institution, Lalgola College also puts focus on educating the female students that form the majority of the learners. In this respect, all the stakeholders of the committees and sub-committees play a prevital role in giving able leadership for the all round development of the College. The IQAC, aiming of the overall qualitative development of the institution, theTeachers Council, having keen eyes on the internal matters of the teaching learning process and finally the Governing Body takes care of the administrative matters.

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

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

TICbeing Head of the institution plays a crucial role in managing the administrative as well as academic activities of the college and providing necessary directions. TIC is acting as Secretary of Governing Body (GB).The Governing Body looks after the strategic level issues related to quality education, management and consultancy. The prime task of the IQAC is to develop a system conscious, consistent and catalytic improvement in the overall performance of institutions. The Academic Committee is a pillar of academic activities of the Institute and shall, subject to the provisions of the Memorandum of Association and the Rules and by laws have the control over and be responsible for the maintenance of standards of teaching, Finance Committee of the college is headed by the TIC. The annual accounts and financial estimates, recommend annual budget and revised estimates, fixing the limits

of total recurring expenditure and total nonrecurring expenditure. The finance committee is playing a crucial role. Administrative, academic and green audits are conducted to assess the present parameters in the college. Their feedbacks are placed in appropriate bodies and actions are taken. TIC meets students regularly and takes their views which are duly considered for implementation. Feedbacks are taken regularly.

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

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

**Teaching and Learning:** The College follows an academic calendar. The students are provided course outlines and course schedules prior to the commencement of the academic session.

**Examination and Evaluation:** University examinations are preceded by internal assessments conducted by the institution. The students are provided with proper evaluation and analysis of their performance. Routines are published online and marks secured are uploaded online.

**Library, ICT and Physical Infrastructure / Instrumentation:** The Central and Departmental Libraries cater to the needs of all the students. The college has created smart-class rooms with Wi-Fi connectivity, projectors with latest technology. The Central Library used KOHA library software which is connected to cloud. The institution also has a fully developed gymnasium for both the students and the teachers. The campus includes a reasonably large play ground which is equipped with sports facilities.

**Admission of Students:** Admission was conducted online as per the directive of the Department of Higher Education, West Bengal. The reservation policy is followed strictly.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The TIC consults with the faculty members in discharging his duties and responsibilities. The TIC also regularly updates regarding the long term and short-term plans which are prepared for the growth of the institution. At the beginning of the academic year, TIC convenes the General Staff Meeting, discusses and finalizes an academic plan for the year. The TIC along with the staff council plans all important activities through out the year; like the academic calendar, Internal examinations, extracurricular and co-curricular activities etc. The TIC advises all the heads of the departments to conduct their departmental meetings regularly to prepare annual academic plans. The HODs scrutinize the plans and approve them. The TIC along with the IQAC will plan periodic tests throughout the year. The results of the Semester examination analysed. The College follows a formal recruitment process from West Bengal College Service Commission. Job specification for the vacant position is identified and properly filled resolutions are submitted in the office of WBCSC. In the case of non teaching recruitments, the College notifies to the DPI about vacancy. Grievance Cell is a primary body of the college, the members of the cell arrange for an appropriate and early redressal of the grievances.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance**

A. All of the above

## and Accounts Student Admission and Support Examination

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

**Financial Support:** Lalgola College has a registered staff cooperative. Teaching staff can avail themselves the opportunity of loan when required. The teaching staff are capable of having loan opportunities from the Provident Fund as per the resolution of the GB.

**Professional Development:** The teaching staff are granted permission to take part in FIP, RC, STC for their professional development.

**ICT Facilities:** The campus of Lalgola College is a Wi-Fi enabled one. All the HODs are provided with laptops for the smooth running of departmental activities.

**Support Facilities:** The teaching staff are provided with purified drinking water. The college canteen provide nutritious food to the staff. The College welcomes recreational activities for physical and emotional well being. The facilities of the Gymnasium are provided to the teaching and non teaching staff. Both are encouraged to take part in college annual sports. The teachers and non teaching staff as well as the students take part in the cricket matches.

**Leave Facilities:** Being a Govt. aided college of WB, the college follows leave rules of State Govt. i.e 14 days CL, 15 days ML per year, maternity leave, paternity leave and CCL (female). College authority also issues on duty leaves for the staff for professional development..



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

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

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

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

00

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

### 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

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

Every year faculty members are required to fill in a self appraisal form designed on the basis of PBAS methodology of UGC. The appraisal forms are assessed by the HODs and the TIC of the college and a positive and constructive feedback is shared with

the faculty members. Faculty members are also asked to be involved in various committees, activities of the college. The activities performed by the staff members are evaluated by the IQAC biannually. They are encouraged to attend/ present papers in seminars and participate in workshops. Faculty members are also asked to improve their qualifications by pursuing higher degrees, for example Ph.D. Two faculty members are eligible for next promotion and they are preparing their respective PBAS. Non-teaching staff like the librarians, office staff, support staff etc. are currently not given any appraisal forms. Their performance appraisal is done by the principal based on the quality and quantity of their work, nature of their work, their enthusiasm, skill sets and efficiency. The appraisal of the non-teaching staff is conducted informally by the principal and they are counselled to improve their work if necessary.

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

#### **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

An annual budget is allotted to the college by the management every year for the requirements of various departmental activities. The account of the institution is subjected to an audit by an auditor approved and appointed by the Govt. of W. B. The income and expenditure from different sources are audited regularly by the external auditors.

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

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

**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers**

**during the year (INR in Lakhs)**

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

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

The college is a Govt. aided College and under 2(f) and 12(B) under the UGC Act 1956. The main source of funding for the college is the fees collected from the students, the funds from the UGC and the funds from Govt. of West Bengal. A budget is prepared as per the requirements of the college as a whole. The disbursement of funds for the needs of the college are strictly governed by the secretary of the Governing Body. Receipts of expenditures are maintained for various purchases made towards purchases especially related to the lab, library and for the well being of the campus. The college follows a transparent accounting and audit practice. The college is also applying for funding from various other bodies for organizing seminars/ conferences and for carrying out research projects.

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

**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**

The college has an effective Internal Quality Assurance System. It executes the academic plans, facilitates research, makes plans for organizing seminars. Some of the notable practices are as follows:

The college has three digital class rooms and one seminar hall which are used by different departments to facilitate the teaching learning process.

The IQAC plays an important role in encouraging research among the teaching staff. The young teachers are encouraged especially to pursue doctoral research. The teachers are encouraged to participate in seminars and publish research papers.

Different departments organize seminars in collaboration with the IQAC and the latter encourages such programmes sinceourly.

Motivates and guides faculty members to complete their respective PBAS on time.

Various departments organize Parent teacher meeting and placed the outcomes of parents' feedback to the IQAC. The IQAC take action regarding these after discussing in the meeting.

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

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

The college implements quality assurance through the IQAC. The faculty members are encouraged to publish research papers, participate in seminars and conferences, conduct or attend workshops and faculty development programs at least once in a year. They are also encouraged to participate in outstation programs. Constant improvements are made with regard to the continuous internal evaluation process. The examination committee looks after the exam schedule, timetable, setting up the questions and allotment of rooms and assigning duties to the faculty. The evaluation reforms are communicated to the students at the beginning of academic session either verbally or through written communication. The college counsels the students who play truant about the evaluation process by giving them assignments and activities that create interest in the students. The final

internal marks are displayed by the university in the college website. The college is affiliated to the University of Kalyani and adheres to the reform norms as prescribed by the university.

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

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

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

The administration has encouraged women employees to become HODs, Coordinators of Faculties, members of administrative and statutory bodies to lead the college from the front. Significant representation of women members in various bodies bear testimony to it. Various leave benefits like Maternity Leave and the Child Care Leave are also granted. Students' bodies also maintains gender equity in its representation. The College played a

pioneering role by installing threesanitary napkin vending machine in the girls' common room. International Women's Day is celebrated every year with talks, seminars, interactive session and debates with enthusiastic participation of the students, staff and faculty members of the College. Apart from the Women's Cell, the college has Anti-ragging Committee and Internal Complaints Committee, Students' Grievance Redressal Cell, Psychological Counselling Cell and the Anti Sexual Harassment Cell. Feedback is collected and analysed by the members of these cells. this outcomes placed to IQAC and action taken to solve problems.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

**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**

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

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

The college is proud to say that, minimal waste is generated in the campus. Waste generated in the campus is segregated into e-waste, liquid waste /organic and solid waste. Solid waste, which mainly involves plastic and paper, is collected in separate dustbins . Fifteen separate bins are also kept on all floors for solid waste and liquid/organic waste. Students are asked to dispose waste only in the designated bins. Old newspapers, Books,

used water bottles etc. are sold to vendors for recycling. College has plans to make the campus plastic-free in the near future. E-waste management: The electronic junk is stored in store rooms of the college. Old computers and other electronic gadgets and equipment are sold to junk dealers dealing with e-waste management.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

**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	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

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

- 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	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

**B. Any 3 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Lalgola College strives towards maintaining an inclusive environment for all stakeholders. The college promotes linguistic, regional, cultural diversity among the students. Several activities that promote communal harmony are undertaken frequently. So, our College has implemented various measures to make the college an inclusive campus. Lalgola College strictly follows the reservation policies laid out by the Government of India for admissions of students and appointments of teaching and non-teaching staff. Admission committee ensures parity and transparency during the admission process. Students from low socio-economic spectrum are granted fee concessions in every academic session. The college also promotes several financial assistances /scholarships provided by the Government of India, state government to facilitate access to financial assistance among students. Teachers adopt bi-lingual mode of teaching, wherever required, to assist students with linguistic challenges. This helps students enhance their academic performance.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

Lalgola College has been committed to educating our students as

constitutionally aware citizens sensitized to their fundamental rights and duties. College organises several activities to promote constitutional and moral values. The National Service Scheme (NSS) is an integral part of our College that conducts activities to inculcate values. The college fosters community responsibility by organizing blood donation camps almost every year. To promote a sustainable environment, Swachh Bharat campaigns and Tree Plantation drives are organized. The NSS unit of our college has also organized International Day Of Yoga , National Youth day. The college enshrines the sovereign and democratic values of our nation by commemorating Independence Day and Republic Day annually. Voter's Day and Voter's Awareness Programmes are organised in the college to create awareness among the youth towards their constitutional duties. The college empowers learners and staff to achieve their potential socially and academically, while participating in College Foundation Day, Rabindra Jayanti, Basanta Utsav, Barshamangal etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

**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	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

Every year, Lalgola College organises several national/ international commemorative days, events, festivals and birth/ death anniversaries of the great Indian personalities. This year following days were celebrated: 1. National Voters' Day : 25th January 2. Republic Day : 26th January 3. International Mother Language Day: 21st February, 4. International Women's Day : 8th March 5. World Environment Day: 5th June 6. Independence Day : 15th August 7. NSS Day : 24th September, 8. World Aids Day: 1st December.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

**Centre for studies of history of Lalgola:**

**Objective:** To preserve the history of Lalgola and transmit it within new generation.

**Practice:** Lalgola has a strong interesting history. Many

person outside the Lalgola have no idea about that. Our college has taken initiatives to study the history of Lalgola. Teachers have done many researches on these. They have published their books on this research.

Indian English poetry, Translation Studies and Communicative English:

Objective: Able to speak english and translate.

Practice: Our college encourage our students to speak in english. Our faculty members also regularly engage themselves in translation exercises from Bengali to English. An English translation of a book "Kheerer PUTUL" written in Bengali by Abanindranath Tagore has been translated and is being published by our teacher. Many English poetry translated by our faculty in International and national Journal. An article on Indian English Poetry also published by Sahitya Academi.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

### 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

Lalgola College is situated in remote corner of West Bengal. A rural area in Lalgola Block, the college was established in 2005. The vision of the college is to impart higher education to the students of the Minority and Backward classes. The main motto of Lalgola College is based on the justice, equality and peace to young students. Teachers always try to enable the students to be intellectually mature, morally up right, socially responsible citizens and spiritually inspired leaders to serve the society and the nation.

National Awareness is fostered through talks and seminars related to the development of the nation and National Days are observed by NSS. Integrity and transparency are reflected in all the endeavors of the institution from the Admission process up to the conferment of Degree /placement and even beyond. Our institution provides

maximum effort for qualitative teaching to prepare the students for higher education and thereby imbining confidence in them to exert leadership upon the world. We render moral and ethical values to our students so that they become responsible and humane to this society

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

### 7.3.2 - Plan of action for the next academic year

The college plans to implement the followings in future:

1. Enhancing academic excellence.
2. Submitting proposal for funding of UGC sponsored national seminars.
3. Developing skills of the students by inculcating core values among them further by imparting value-based education.
4. Enhancing ICT facilities to set up more smart class rooms.
5. Enhancing social responsibility for the students through different programme.
6. Trying to provide more contribution to neighbouring economy, society and culture.
7. Taking sincere initiatives to commence some certificate courses in collaboration of renowned authority so that employability of the students might be enhanced.
8. Taking initiatives for introducing Science stream
9. Taking initiatives for introducing regular M.A course.