SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

NARASINHA DUTT COLLEGE

NARASINHA DUTT COLLEGE, HOWRAH
711101
www.narasinhaduttcollege.edu.in

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Submitted To

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BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Narasinha Dutt College is one of the reputed co-educational heritage institution of Howrah district of West Bengal, at the doorstep of celebrating its century. Being reaccredited by NAAC in the second cycle in 2016, the institution is also a proud recipient of RUSA 2.0 fund. The college was established in 1924, with the initiative of Late Sri Suranjan Dutt, son of famous philanthropist Sri Narasinha Dutt, in the residential building of late I. R. Belilious. Institution had started the journey under the leadership of the first Principal Professor Motilal Chatterjee and renowned scholar late Professor Jnanendranath Sen, as the Vice-Principal. The college is affiliated under University of Calcutta. Presently, the college offers 21 undergraduate and 2 post-graduate programs. A total of 122 full-time teachers and 18 guest teachers are actively engaged in teaching for more than 3000 students in three streams under Day and Evening shifts. In tune with the recent global developments, the college has recently introduced Value Based Education, a programme framed for developing the human values in the students. The college publishes two research journals namely "NDC E-BIOS"(E-journal on Biological Sciences) and "JOCAS" (a multidisciplinary journal for Humanities, Science and Commerce). Despite being located in congested industrial area, the college campus has a freshness of atmosphere with green environment consisting of many old trees, bits of gardening, medicinal plant garden, water body and a play-ground. The Campus Development Subcommittee looks after the maintenance of the college campus.

As an overview, some of the facilities available in the institution are mentioned as following:

- Computer Facilities
- Internet Facilities
- Well-equipped Laboratories
- Digital Library and ICT-enabled classrooms
- Students' Book Bank and Seminar libraries
- Career Counselling and Placement Cell
- Continuous Mentoring of Students
- Electoral Literacy Club
- Science Club
- Arts and Cultural Club
- Grievance Redressal Cell
- Value Education Cell
- Multi-Gym, Common Room
- Cheap Canteen
- Two Wheelers Stand
- On-campus Banking
- Student scholarship and Welfare Fund
- Photocopier
- NCC Units
- NSS Unit St.
- John Ambulance and Nursing Division
- Ramp and Wheel Chair

As one of the leading colleges of the district, the administration ensures quality education, thus attracting

meritorious students of the surrounding areas.

Vision

The logo of the institution reflects the vision "*Jnanat Parataram Nahi*" (Nothing is superior knowledge). Knowledge is the most precious and powerful wealth of human life, which is endless and invaluable. All other forms of materialistic wealth gradually decay with time, except knowledge, which continues to grow through learning and experiences of life. The process of gaining knowledge is not easy – it is long and requires focus, hard work and devotion. In this respect, the role of our institution is not only to provide the platform of textual knowledge, but also enrich the young minds with moral values of life.

The vision of the college is to deliver life building and character-defining education to all the students through a well-balanced cognitive and cumulative approach of teaching and learning, which will transform the young learners into truly knowledgeable and responsible human beings.

Mission

Apart from imparting effective quality education at the Undergraduate and Post-Graduate levels in the district of Howrah and adjoining areas, the mission of the institution is to make the learning process more student-centric for holistic development of an individual, to make the curriculum more inter and intra-disciplinary in nature, more flexible and choice-based and at per with the global standards.

The objectives of the institution include the following perspectives:

A. **PROVISION OF PROFESSIONAL & SKILL DEVELOPMENT TRAINING**

1. By nurturing the desire to acquire knowledge in young minds.

2. By giving effort to increase the potential and excellence to ensure competence in students.

3. By stimulating critical thinking and creativity.

4. By encouraging multi-disciplinary learning

5. By making the deliberations of curriculum socially and environmentally beneficial.

B. **ENHANCEMENT OF INTEGRATED PERSONALITY IN STUDENTS**

1. By motivation for a positive view towards life.

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2. By giving effort to develop confidence for expression.

3. By fostering human values like honesty, creativity and overall responsibility.

4. By encouraging the potential of leadership and fellow-feeling.

5. By assuring the involvement of students through collaborative and extra-curricular activities.

C. ENCOURAGING THE FEELING OF SOCIAL INCLUSIVENESS IN STUDENTS

1. By Encouraging community participation in social, cultural or political events.

2. By appreciating the overall diversity in socio-economic and cultural perspectives.

3. By teaching to strive for social justice, harmony, and solidarity.

4. By inspiring the students to take care of the disadvantageous sections of the society.

5. By taking serious attention on overall sustainable social development.

6. By making strategic effort for environmental protection.

We also look forward to introducing Open and Distance Learning Programmes parallel to the formal courses, gradual introduction of Post-Graduate Courses in more subjects, gradual commencement of need-based research work in the subjects having post-graduate courses in future years with the help of our well-equipped faculty. Our missions also include introduction of vocational/job-oriented courses/training programmes and value education programmes to enhance skill-based needs of the society and to make the students more employable.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

INSTITITUNAL STRENGTHS

1. **Institutional level**

- The college enjoys a high reputation as the premier institution of higher education in the district.
- There is complete transparency in all processes from admission to management, and maximum flexibility is offered to students for choosing subjects from wide range of combinations, remaining within university curricula.
- Well qualified and dedicated faculty.
- E-library and ICT enabled class rooms.

- PG courses in Mathematics and English.
- Job oriented courses.
- Strong student support system in form of fee concessions and financial aid from government schemes.
- Open and spacious area with a beautified campus.
- A strong alumni association.
- There is a healthy synchronization of all stakeholders – the Governing Body, staff, students, alumni and the body of parents.
- There exists excellent ambience for teaching-learning with the practice of academic and personal mentoring conducted by the departments.
- The college possesses infrastructural resources like land and human resource for future expansion.
- Celebration of national festivals and different religious festivals through cultural programs on a regular basis in a secular forum.

1. **Faculty level**

- Faculty members are qualified, competent, experienced and enthusiastic with diversified backgrounds and exposure.
- More than 60% permanent faculty members have Ph.D. as the highest qualification.
- Faculty with strong research base with quality publications and funded research.
- Continuous quality assurance, sustenance, and enhancement through well-defined processes.
- Significant contribution in developing e-contents and study materials facilitating virtual learning.
- Visionary and transformational leadership for academic and administrative excellence.

1. **Student Level**

- Standard result of students in final year/semester.
- Effective individual student mentoring program both for honours and general students. Mentoring students on curricular and co-curricular aspects.
- Special programmes for competitive exams.
- Free ships and concessions for needy students.
- Strong Alumni presence in diverse areas connected through registered Alumni Association. Beneficial activities of Career Counseling Cell to facilitate appropriate employment.
- Emphasis on the promotion of holistic development of students through co-curricular, extracurricular and extension activities.

Institutional Weakness

INSTITUTIONAL WEAKNESS

- Situated in an industrial and economically backward area.
- The college suffers from lack of freedom in curriculum design and evaluation methods.
- Inadequate laboratory space for science departments.
- Absence of separate departments for Commerce and for some Humanities subjects.
- Lack of seminar hall and auditorium facility.
- Insufficient class rooms and computers for students.
- Financial constraints have held back efforts of maintenance and development.
- During heavy monsoon, water logging and transport problem.

- Vacant staff positions among Non-Teaching employees.

Institutional Opportunity

INSTITUTIONAL OPPURTUNITIES

- Second campus for enhancement of infrastructure facilities.
- To increase the participation of socially and economically backward communities of the industrial hinterland in the academic activities of the college.
- Scope of introducing new UG and PG courses.
- To grow into a centre of employment by running vocational training-cum-production courses.
- To garner resources from local community, alumni *etc.* and launch extension activities in a big way.

Institutional Challenge

INSTITUTIONAL CHALLENGES

- To uphold the original mission of imparting secular, liberal and modern education through these difficult times.
- To provide better career assistance and placement service for enrolling more number of students in UG courses.
- To reach out to the surrounding community and provide more meaningful and sustainable social service using the knowledge and skill acquired by students.
- As many students are from economically backward families, they have to supplement family income by working part-time which results in poor attendance.
- Space crunch and the condition of the administrative block prove to be a hindrance in smooth execution of many developmental activities.
- To arrange for better atmosphere of study for poor and backward class students.
- Efforts to maintain the campus pollution free from the industrial waste of surroundings.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- The College affiliated to the University of Calcutta implements the curriculum at UG and PG level in accordance to the syllabus and academic calendar designed by the university. Several sub-committees working under the guidance of IQAC look after the entire process.
- Teaching faculties of the college those are members of Undergraduate Boards of Studies of different subjects directly or indirectly involved in curriculum designing/planning.
- All faculty members participate in the evaluation of answer scripts of the University examinations. In addition, considerable number of teachers are involved in question paper setting, moderation etc. in each semester for University examinations.
- Orientation classes at the departmental level are held at the outset of each semester to explain the

curriculum, course and programme outcomes and methodologies of teaching/learning and evaluation to the students.

- Continuous Internal Evaluation (CIE) is conducted as per university curricula to monitor the overall academic progress of the students.
- In addition to regular classroom activities; field studies, educational tours, special remedial classes, students' seminars, invited lectures, parent-teacher meeting are also included in the Curriculum Planning effectively.
- A MoU has been signed with Sector Development Council for vocational course on security training.
- The Value Education Cell of IQAC has taken initiative to develop human values by online webinars, video and booklet publication for circulation among students.
- The college takes special cares to implement prescribe project works wherever applicable as mentioned in the CBCS curriculum.
- The institution obtains feedback on the academic performance and ambience of the institution from students and parents regularly for the improvement in quality of teaching and academic activities.

Teaching-learning and Evaluation

- Learning levels of the slow, average as well as advanced students are assessed through class-room teaching exercises, class-tests and mentoring. Special classes/lectures and necessary mentor care are arranged for these target groups. Issues relating to the slow as well as advanced learners are also discussed in the parents teachers interface.

- The average student-full time teacher ratio was 26:1 in 2021-2022, 23:1 in 2020-2021 and 33:1 in 2019-2020. The appointments of the State Aided College Teachers (SACT) have improved the ratio in recent years.

- The teachers use ICT tools extensively for both theoretical and practical classes. Especially since the pandemic period the use of modern e-learning platforms like Google Meet, College website, WhatsApp, youtube, etc. has greatly increases in our institution. College library has also introduced the online "E-Documents Delivery Services" to add on the process. All these efforts kept the teaching learning and evaluation process uninterrupted even during the pandemic period.
- The college adopts student centric methods, such as experiential learning for lab-based subjects, project work, field-trips, industry visits, departmental seminar, learning through participation in various programmes, and problem-solving methodologies for enhancing their learning experiences.
- Regular mentor-mentee interactions in each subject are carried out for the solution of academic and related topics with confidence.
- The evaluation guidelines provided through time-to-time circulars/notices of University of Calcutta are strictly maintained by the institution.
- Different committees are formed with the in charge of examination to conduct the examination following timetable provided by college or university accordingly.
- The internal assessment which is taken by the college is a part of the final examination. For the COVID - 19 pandemic, the full internal assessment evaluation for even and odd semester was conducted online.
- The students are made aware of the program and course outcome during the orientation program on their first day of commencement of classes in every semester, by the faculty of the department. Throughout the year the faculty records the performance of each student on each programme outcome.
- The college through departments keeps track of the progression of the students to further studies or employment.

- Online Students Satisfaction Survey (SSS) is conducted and analysed.

Research, Innovations and Extension

- The institute encourages teachers to apply for research grants, participate in national and international seminars and presents their research works.
- Certain amount of fund has been allocated by the institution to provide financial assistance to the interested teachers of the college to carry out their research works.
- The institution has a separate Research and Development committee to promote research activities.
- Teachers regularly submit research proposals and research and development committee recommends proposals after academic scrutiny.
- Research and development committee takes special effort in encouraging especially the young faculties to carry out advance research works in college.
- The institution is successfully publishing its research journal JOCAS from 2018 (four volumes so far). The journal has qualified all the necessary steps required for ISSN number and is expecting to get ISSN shortly.
- In addition, in 2020-21 the first volume of an online annual periodical journal for biological sciences NDC E-BIOS was published.

- During 2017 – 2022, the college has received a total grant of Rs. 21.29 Lakhs for 14 research projects from Government (UGC & Department of Science, Technology & Bio-Technology, Govt of WB & College) including 10 UGC minor projects and 2 R&D projects funded by DST&B, Gov. WB.
- Four faculties from the Institution are Ph. D. Guides and six students registered under them.
- The institute has organised a Webinar on IPR on 21st February, 2021.
- Number of research papers published by the faculty members in Journals during 2017 - 22 is 159.
- Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings during 2017 – 22 is 103.
- The institute has conducted 104 Seminars/conferences/workshops/webinars during 2017- 2022.
- NSS, NCC cadets, St. Johns Ambulance and nursing division of the college are regularly engaged in extension activities.

Infrastructure and Learning Resources

- To ensure and sustain quality in higher education, infrastructural facilities have always been considered as an important area of concern of this institution. The college has classrooms (50 of which 11 with ICT facility), teachers' room, washrooms for students, male, female faculty members and physically handicapped washrooms, laboratories for relevant subjects, library, seminar libraries, conference room, student's common room, computer laboratory, office of Maulana Azad National Urdu University study centre
- Most of the departments have computer facilities. The whole campus is Wi-Fi enabled
- The Audio-Visual Room is equipped for interactive presentation
- The college library has digitalized library system.
- The College Office is also fully equipped with desktop computers, printers and internet services and connected with different web based applications available.

- The College is performing well in football, volleyball, athletics and gymnastics for many years. It has a playground for outdoor games and Annual Sports.
- The college has a Gymnasium equipped with the necessary instruments.
- The seminar and cultural subcommittee of college organizes different programmes and activities on various occasions and encourages students and staff to actively participate in them.
- The institution has a partially automated (ILMS software :KOHA) Central Library holding about 45000 books and Journals, Newspapers and many rare books. The central library has subscriptio for N-List, throgh a huge number of journals can be accessed. Library has also a well decorated and air conditioned Reading Room cum conference room for teachers. Departments have their own seminar library as well.

Student Support and Progression

Our institution has a strong belief in the empowerment of students and their skill development. We try our best to provide services to students from diverse backgrounds, especially from socio-economically disadvantaged strata. Various types of government and non-government scholarships, concessions, fee waivers and financial assistance through private philanthropists are provided to the students. Around 35% of students had benefited from scholarships, freeships, etc. during the last five years. The student support related information are regularly displayed and updated on college website. The institution has taken initiatives for skill enhancement of students which include digital ethnography, scientific presentation, etc. College has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases through Internal Complaint Cell, Anti-ragging and Anti-sexual Harassment Cell, whose email ID are displayed across the institution for easy access along with a drop box to receive the complaints accordingly. The Grievance Redressal Cell has been formed to know the grievances of the students and ensure proper addressal by the concerned authority. The College also has Career Counselling and Placement Cell to help the students to get quality placement opportunities. A number of students from the college qualify in state/ national/ international level examinations like JAM/CLAT/NET/ SLET/ GATE, etc. every year and proceed for higher eductation.

Governance, Leadership and Management

The institution is ably guided by the Governing Body constituted keeping in norms with the guidelines of the state Government. Principal executes the internal administrative and academic decisions. The philanthropic, extension and outreach activities of the college are conducted under the guidance of the Principal. The activities are conducted through various committees, subcommittees and cells of the college. The overall guidelines are formulated in consultation with Governing Body. The financial expenditure is regulated by Governing Body. Once the Bursar certifies the expenditure, Principal disburses the amount after the cheque is ratified by the President of the Governing Body, Government nominee and Principal. Principal oversees the overall management of the administrative section through multiple sections and overall oversees and acts as a leader of the teaching faculties comprising of substantive teachers and state aided college teachers (SACT) and administrative section comprising of office and technical staff. All the policies and regulatory framework of the college are in compliance with directorate of Higher Education, Govt of West Bengal, UGC and NAAC guidelines.

Institutional Values and Best Practices

Best practices are the activities adopted by the institution, for better effectiveness to achieve the mission. The

best practices of our college are basically focused on different environmental and social activities, some of which are as following:

1. Institutional activities for overall social well-being and social harmony:

Institution regularly conducts activities for social well-being and social harmony, through NSS and NCC units, St. Johns Ambulance and Alumni Association to involve students in a number of activities for social cause. Students participating in such activities develop social responsibility, human values, leadership, communication and teamwork skills. The activities are conducted through

- Programs on environmental and health awareness like infectious diseases and hygiene. Plantation, plantlet distribution in locality, poster exhibition, Swachh Bharat Abhyyan, rally, webinar on single-use plastic, cyber-crime, stress management, motivational interaction with COVID warrior, etc.
- Observation of Days of National and International importance [Independence Day, Republic Day, World Environment Day, Rabindra Jayanti, Netaji Jayanti (Desh Prem Divas), Youth Day (Vivekananda Jayanti), Earth Day, International Mother Language Day, International day of Indigenous Population] in the college.
- Religious festivals like Saraswati Puja, Iftar, Raksha Bandhan, Vijaya Sammilani, to maintain social harmony.
- Regular publication of wall magazines, e-magazines from the departments.

All the students and stakeholders of the college participate spontaneously in these programs, reflecting a strong institutional integrity with society.

2. Maintenance of the freshwater pond biodiversity and using it for surface water preservation:

- The college campus was used to be in waterlogged condition for days in the rainy season every year, leading to loss of working days and valuable office documents and infrastructure degradation.
- The pond in the campus has been maintained with a priority on biodiversity conservation regular cleaning and quality control. The slope has been maintained in such a way, so that it can act as a reservoir of overflown surface rainwater, during heavy rainfall.

For this practice, in addition to aesthetic and ecological aspect, water of the pond is directly used to maintain green cover of the campus in dry season. The classes & examinations are not interrupted due to waterlogging any more.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	NARASINHA DUTT COLLEGE
Address	Narasinha Dutt College, Howrah
City	HOWRAH
State	West Bengal
Pin	711101
Website	www.narasinhaduttcollege.edu.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Soma Bandyo padhyay	033-26438049	9433987377	-	principal@narasinh aduttcollege.edu.in
IQAC / CIQA coordinator	Pampa Chakraborty	033-23519310	9433019310	-	iqac.ndc1924@gm ail.com

Status of the Institution	
Institution Status	Grant-in-aid

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

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
West Bengal	University of Calcutta	[View Document](#)

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	01-04-1957	[View Document](#)
12B of UGC	01-04-1957	[View Document](#)

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

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

Recognitions

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

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Narasinha Dutt College, Howrah	Semi-urban	2.83	5574.182

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Bengali	36	H.S or equivalent	Bengali	145	60
UG	BA,English	36	H.S or equivalent	English	136	126
UG	BA,Sanskrit	36	H.S or equivalent	Bengali,Sanskrit	76	12
UG	BA,Urdu	36	H.S or equivalent	Urdu	29	8
UG	BA,History	36	H.S or equivalent	English,Bengali	136	73
UG	BA,Philosophy	36	H.S or equivalent	English,Bengali	67	20
UG	BA,Political Science	36	H.S or equivalent	English,Bengali	96	64
UG	BA,Education	36	H.S or equivalent	English,Bengali	58	36
UG	BSc,Physics	36	H.S or equivalent	English,Bengali	40	16
UG	BSc,Chemistry	36	H.S or equivalent	English,Bengali	40	20
UG	BSc,Mathematics	36	H.S or equivalent	English,Bengali	50	15
UG	BSc,Computer Science	36	H.S or equivalent	English,Bengali	40	19
UG	BSc,Economics	36	H.S or equivalent	English,Bengali	14	4
UG	BSc,Anthropology	36	H.S or equivalent	English,Bengali	32	24
UG	BSc,Botany	36	H.S or equivalent	English,Bengali	34	18
UG	BSc,Zoology	36	H.S or equivalent	English,Bengali	36	35

UG	BCom,Commerce	36	H.S or equivalent	English,Bengali	409	106
UG	BCom,Commerce	36	H.S or equivalent	English,Bengali	330	245
UG	BA,Ba General	36	H.S or equivalent	English,Bengali	467	267
UG	BSc,Bsc General	36	H.S or equivalent	English,Bengali	121	52
PG	MA,English	24	Graduation	English	30	29
PG	MSc,Mathematics	24	Graduation	English,Bengali	24	18

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				32				95
Recruited	0	0	0	0	14	18	0	32	48	41	0	89
Yet to Recruit				0				0				6
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				19
Recruited	10	2	0	12
Yet to Recruit				7
Sanctioned by the Management/Society or Other Authorized Bodies				10
Recruited	8	2	0	10
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				16
Recruited	7	0	0	7
Yet to Recruit				9
Sanctioned by the Management/Society or Other Authorized Bodies				6
Recruited	4	2	0	6
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	9	15	0	13	7	0	44
M.Phil.	0	0	0	2	0	0	2	2	0	6
PG	0	0	0	3	3	0	6	5	0	17
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	3	0	5
M.Phil.	0	0	0	0	0	0	6	7	0	13
PG	0	0	0	0	0	0	15	14	0	29
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	13	5	0	18

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	1620	1	0	0	1621
	Female	1392	0	0	0	1392
	Others	0	0	0	0	0
PG	Male	35	0	0	0	35
	Female	61	0	0	0	61
	Others	0	0	0	0	0
Certificate / Awareness	Male	76	0	0	0	76
	Female	86	0	0	0	86
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category			Year 1	Year 2	Year 3	Year 4
SC		Male	113	82	67	61
		Female	92	57	34	45
		Others	0	0	0	0
ST		Male	6	1	3	2
		Female	5	4	0	0
		Others	0	0	0	0
OBC		Male	65	40	25	38
		Female	38	33	19	26
		Others	0	0	0	0
General		Male	791	639	364	518
		Female	858	574	318	470
		Others	1	0	0	0
Others		Male	0	0	0	0
		Female	0	0	0	0
		Others	0	0	0	0
Total			1969	1430	830	1160

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Narasinha Dutt College is a degree college of Howrah, the twin city of Kolkata, on the west bank of river Ganges. The century-old academic institution has a vision of imparting higher education to the people of all levels of the society. The courses offered by the institution are basically classified into three streams - Science, Humanities and Commerce. In this way, the college clearly depicts a multidisciplinary mode of teaching, with some limitations. Institution offers programmes and courses under Choice Based Credit System(CBCS).We have a strong belief that academic programs should include Multidisciplinary/Interdisciplinary courses for better

	exposure of the students with optimum level of flexibility to choose elective courses. The institution is affiliated with the University of Calcutta, West Bengal. Hence, it has to follow the guidelines prescribed by the university as mandated. As a result, independent curricular planning to include multidisciplinary subjects as per National Education Policy 2020 is not admissible. However, the college is preparing itself to evolve into a better multidisciplinary institution with more flexibility, if there is any upgraded guideline from the affiliating university. To promote a multidisciplinary academic approach, the institution publishes two multidisciplinary journals. One is "Journal of Commerce, Arts and Science (JOCAS)" published through online & print version and another one is NDC E-BIOS (online journal on Biological Sciences). Both the journals are peer-reviewed and dedicated to publish original/review papers of multidisciplinary aspects.
2. Academic bank of credits (ABC):	Under the Digital India Programme, National Academic Depository is a government endeavor to prepare an online repository for all kinds of academic awards for a particular person. For this purpose, the National Academic Bank of Credits (ABC) portal has been integrated into the nad.digitallocker.gov.in platform. Institute is well aware about all these developments in National Educational Policy. Being an affiliated college, our institution has to follow the syllabi and the programs prescribed by the University of Calcutta. University centrally conducts the end-semester examination and awards the degree to the students. The total marks/credits are in the custody of the affiliating university and the college has no scope to keep that in possession. Moreover, college is not permitted to allow any students for free entry or exit except that is permitted by the choice-based credit system (CBCS) system. In addition, the college has no autonomy to design the programs, except the add-on/ certificate courses. So, initiation and maintenance of Academic Bank of Credit is not permissible for the institution. However, if the affiliating university changes the regulation and allows it to be actively engaged in the National Academic Bank of Credits (ABC) system, institutions will be all the needful accordingly.
3. Skill development:	There is a huge skill gap, which has impacts on the

	employability of the students. Narasinha Dutt College focuses on the training and development of the students and recognizes the role of education in providing useful skills. The National Education Policy 2020 initiates the educational ecosystem to improve the employability of future generations. The Choice Based Credit System enables the students of the college to be skill developed as per the syllabus, especially through Skill Enhancement Course (SEC) papers. In addition, institutions offer few certificate/Add-on courses to develop skills in students. To promote vocational education UGC has introduced DDU KAUSHAL KENDRA (DDUKK) and B. Voc. Programmes for creation of work-ready skilled manpower on a large scale. The college tries to make an effort to introduce Vocational programs based on the National Skill Qualification Framework (NSQF). Keeping this in view, a MoU has been signed with the Sector Development Council for vocational courses on security training for the students.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The institution encourages learning of Indian regional language by offering AECC (Ability Enhancement Compulsory Course) in Bengali. In addition, traditional languages like Sanskrit, Urdu are also taught as Core Courses. Lectures are delivered in bilingual mode (English and Bengali, Bengali and Sanskrit and Bengali-Urdu). Students studying Bengali receive class teaching in Bengali, students studying Sanskrit receive their lectures in Bengali and Sanskrit, students studying Urdu receive lectures in Hindi/English and Urdu, while others receive lectures in English and Bengali. Curriculum included in Anthropology teaches the students about the progression of human civilization in the Indian subcontinent. All the programs have one or two courses during the course of 6 semesters with an integrated Indian knowledge system. All the offline and online Cultural programs, events, webinars, seminars, which are regularly organized by college, to make the students understand the cultural values of India and literary heritage of Bengal as well.
5. Focus on Outcome based education (OBE):	Narasinha Dutt College offers programs across Humanities, Science, and Commerce. All these programmes are offered as outcomes-based education (OBE) as designed by the affiliating university. College has implemented outcome-based education

	with clearly stated Programme Outcomes (PO), Programme Specific Outcomes (PSO, and Course Outcomes (CO). All courses are designed with outcome, centered on cognitive abilities like Understanding, Remembering, Analyses, Application, Evaluation, and Creation. In addition to domain-specific skills, learning outcomes at all levels ensure social responsibility and ethics, as well as entrepreneurial skills. In this way, the students will come forward to contribute for the sustainable social, environmental and economic growth of the nation. The Course Objectives (COs) are also aligned to the PO-PSO philosophy of education. All course syllabi have been designed with due consideration to Socio-economic growth with human values to apply the spirit of National Education Policy.
6. Distance education/online education:	During the worldwide Covid-19 pandemic, educational institutions have increasingly been involved in online systems, using digital platforms for engaging classes, online evaluations, conducting webinars, online conferences and meetings. Keeping aside the negative impact of lack of face-to-face learning, college adapted to the online education system, which has broken the geographical barriers creating interaction of experts and students from distant places. Due to the experience gained during the closure period of Covid-19, access to online academic resources and students is no longer a constraint.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Electoral literacy club has been set up in college in the year 2020, to promote electoral literacy in all age groups of the Indian citizens through engaging and interesting activities and hands-on experience but in an apolitical, neutral and non-partisan manner. Electoral Literacy Clubs has been especially set up in college all as per circular of Election Commission of India, targeting the new voters, (in the age- group of 18-21 years old) pursuing their graduation. The club has all the students from all semesters as its members. The club has been set up with the following objectives To educate the targeted populations about voter registration, electoral process

	and related matters through hands on experience; II. To facilitate EVM and VVPAT familiarization and education about the robustness of EVM as well as the integrity of the electoral process using EVMs; III. To help the target audience understand the value of their vote and exercise their right to franchise in a confident, comfortable and ethical manner; IV. To harness the potential of ELC members for carrying the electoral literacy in communities; V. To facilitate voter registration for its eligible members who are not yet registered; VI. To develop a culture of electoral participation and maximize the informed and ethical voting and follow the principle 'Every vote counts' and 'No Voter to be Left Behind'
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	ELC is functional and representative in character. Members are: - Dr. SOMA BANDYOPADHYAY (Principal, N.D.College, Howrah), - Sri KUNAL CHATTERJEE (Supervisor under 172 – Shibpur A.C.), - Ms. PAYEL DAS (Booth Level Officer of this polling station), - Prof. Rajkumar Gangopadhyay (Associate Professor in Pol. Sc., N.D.College, Howrah), - Dr. Niladri De (Assistant Professor in Economics, N.D.College, Howrah), - Sk Ershad (Administrative Staff, N.D.College, Howrah) - Student 1 Sneha Nandy (Student Coordinator), - Student 2 Subharajit Sarkar, - Student 3 Sampad Poral, - Student 4 Sanju Kumari Shaw, - Student 5 Jit Das, - Student 6 Ratnadip Pariya, - Student 7 Kunal Das, - Student 8 Sahil Khan, - Student 9 Ratnadeep Chatterjee, - Student 10 Supratim Roy
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	The Electoral Literacy Club, was constituted in 2020, but it became functional with students from 2021, as the curb and restrictions concerned under Disaster Management Act for COVID-19 induced pandemic was totally lifted in early part of 2022. The club members prepare wall magazine which are put in vantage position of the college for better visibility and awareness.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in	The college campus is used as a training venue for personnel during election of legislative assemblies. The college authority along with members of the Executive committee of the Electoral Literacy Club in consultation with state and district election

electoral processes, etc.	commissioner takes part in various activities related to election process.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	To check the extent of students above 18 years who are yet to be enrolled as voter I the electoral roll, the ELC of the club collects responses from the students through google form immediately after their registration as a student in the college.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
3013	2561	2707	3614	3725

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2 Teachers

2.1

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

Response: 129

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.2

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

2021-22	2020-21	2019-20	2018-19	2017-18
122	124	124	120	116

3 Institution

3.1

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

2021-22	2020-21	2019-20	2018-19	2017-18
46.22	47.64	133.5	181.09	129.8

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

As the Institution is affiliated under University of Calcutta, the curriculum is implemented at undergraduate as well as post graduate level in accordance to the syllabus and academic calendar designed by the university. From the entry level all students are informed about the CBCS mode of learning with proper demonstrations in the following classes.

A Master Routine is framed for all departments showing Honours and general classes for all semesters as well as core course , generic elective, ability enhancement compulsory course, skill enhancement course and Discipline specific elective course for CBCS system.. The master routine indicates rooms, allotted teachers for classes indicated.

In case of post graduate departments (English and Mathematics) the time table shows both under graduate and post graduate classes effectively.

The curriculum for under graduate and post graduate courses is accordingly distributed among the faculty members and taught effectively.

Students are encouraged to participate in seminars, poster presentation, debate conducted by the departments . The students are given opportunity to speak on topics under their syllabus thereby encouraging them for an in-depth study of topics in the curriculum.

Regular mentoring and by conducting parent –teacher meeting, parental involvement in the ward's progress is duly considered.

Several departments conduct Field visits , excursions, Study tour where students gain an opportunity to link up their theoretical knowledge with practical experience related to curriculum. Through Project work/ Internships the faculty helps the students to find the relevance in learning .

The academic calendar for both under graduate and post graduate courses prepared by affiliating university is followed by the institution and uploaded in college website for the students and circulated through prospectus.

Continuous Internal Evaluation (CIE) is conducted for the odd and even semester for each of the core course, Generic elective, Skill enhancement course, Discipline specific course, and AECC papers as per university circular.

The various ways in which CIE is operative in the college include –

Class tests and Tutorials, home assignments, Syllabus oriented Project preparation, Syllabus oriented paper presentation, Compulsory field work for students of Anthropology, Botany, Zoology etc, conducting mock oral tests and viva voce examination for the students. For field work the individual department conducts departmental meeting and fixes the dates. The students are informed accordingly.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

Response: 3

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response: 2.78

1.2.2.1 **Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
172	137	125	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

The institution is affiliated to the University of Calcutta and hence has to follow the syllabus/Curriculum as laid down by the parent university. However in each subject wherever possible, classroom teaching integrates major social issues like gender, professional ethics, human values etc.

The institution conducts different online as well as offline programs which are related to value education, environmental awareness and the burning issues related to gender.

Environmental studies is the compulsory part of the curriculum .

Science departments like Botany, Zoology has wall magazines wherein students are encouraged to make posters, writing essays related to health and hygiene, biodiversity, conservation etc.

Through class presentations various environmental awareness issues is being taken up.

Through Environment project work the students gain practical knowledge on the environment and environment related issues.

The value education cell of the institution has taken initiative in various way.

"Jagriti" A handbook on value education was published . Apart from this a video on value education 'AWAKENING' was released.

An online special lecture was presented by Smt. Tapati Sengupta, former Associate professor and HOD, department of History, Loreto college Kolkata.

Apart from online mode , value education cell continued its activities in offline mode also. A special lecture series was arranged on ' Relevance of values and value orientation in the New Normal ' in collaboration with Jogamaya Devi College and Vivekananda Nidhi.

These initiatives are a way of helping the student to find their true purpose towards serving society , tackle difficult situations with ease and doing their best to become a better version of themselves.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

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

Response: 55.03

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

Response: 1658

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)

Response: Yes

File Description	Document
Upload supporting document	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 52.6

2.1.1.1 **Number of students admitted year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1161	1210	858	1195	1969

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

2021-22	2020-21	2019-20	2018-19	2017-18
2410	2410	1945	1945	3445

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

Response: 19.33

2.1.2.1 *Number of actual students admitted from the reserved categories year - wise during the last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
193	180	148	166	319

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

2021-22	2020-21	2019-20	2018-19	2017-18
1083	1083	874	874	1289

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.2 Student Teacher Ratio

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

Response: 24.7

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 using ICT tools

Response:

Student centric methods like experimental learning and problem solving methodologies are an integral part of the curricula that are taught by the teachers in the classroom in the college.

The following measures have been adopted by the institution to make teaching learning process more student-centric

1. Experience based learning:

Students are encouraged in experiential learning through faculty guided project works under the mentor-mentee system. This practice also promotes teamwork which is an essential element for students to learn to be successful in future.

Educational tours are also arranged by departments for encouraging experimental learning and participative learning.

Teachers are also mentoring the students to interact with them and assisting them to overcome their difficulties regarding the learning process and advising them about infrastructural supports like library facilities, scopes for higher studies and job opportunities, availability of various scholarships etc. as a student centric method.

Students are encouraged express their creative ideas to the departmental wall Magazine and E-magazine published from the college.

Due to the COVID-19 mediated pandemic situation, in this academic year (2020-21), there was a huge transformation from offline to online activities. So, the students were trained to develop the skill to use online platforms e.g Google Meet, video editing software, ICT tools like Power Point presentation. Using these skill, the students successfully organized Teachers' Day, Fresher's Welcome in Online mode in departmental level, made creative Power Point presentations for student seminar, science club activities,

created cultural/educational Videos for College You Tube channel.

2. Participative learning

Teachers encourage students to interact during class discussions for ensuring participative learning. Group discussions and students' presentations, students' seminars, project evaluations etc. are held during the semesters and also during the Tutorial Assessment for encouraging participative learnings.

Mentoring sessions are held on a frequent basis for the benefit of our students.

Parents Teachers Meetings are conducted to keep the guardians informed on the progress of their wards. Students are encouraged to join various webinars to improve their knowledge/skills and inter/intra college Quiz/Essay/photography competition. This information is shared through the Student WhatsApp Group by the faculty members on a regular basis.

3. Problem-solving methodologies

Internal and Tutorial assessments are designed to enhance the analytical and problem-solving skills of the students.

During the pandemic period, online interactive classes had been taken using online platforms like google meets and online study materials were provided to the students. Internal assessments were also arranged in online mode.

To help students develop their analytical and problem-solving skills, students are given different assignments periodically and solutions are explained by faculties afterward. WhatsApp groups at different levels of the students were created, where students are regularly informed about different academic aspects and can have direct interaction with teachers/mentors too.

Some add-on courses have been initiated from college to train them as professionally equipped manpower.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

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

Response: 96.81

2.4.1.1 **Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:**

2021-22	2020-21	2019-20	2018-19	2017-18
124	124	126	126	126

File Description	Document
Upload supporting document	[View Document](#)

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

Response: 55.28

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

2021-22	2020-21	2019-20	2018-19	2017-18
70	67	67	66	65

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.5 Evaluation Process and Reforms

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

Response:

Students' evaluation through different tests/examinations is an integral part of college education. Being an affiliated college to the University of Calcutta, the institution has to follow the rules and regulation of the university for the overall assessment and evaluation process. The directives are communicated to the students. Internal assessment has an important role to play for CBCS method. In the session 2020-21, due to the Pandemic situation all the Internal Examinations were held in online mode as directed by the University. In this academic year, college provided information about methods and modalities to all students for Online Internal Assessment of examination.

Two Internal assessments were conducted, one for even semesters and one for odd semesters. According to the affiliating University, Internal assessments are assigned with 10 marks for each paper along with 10 marks for regular attendance under CBCS system. These examinations were conducted online by providing question papers of recommended marks by Board of Studies of university, through the links of Google workspace. Scanned answer sheets were and properly renamed PDF (with semester, roll number, paper code, etc) were mailed or uploaded by the students, which were transparently evaluated by all faculty members. Academic Council of the college supervises the process of conducting Internal Assessments and Tutorial Assessments to ensure transparency and robustness of this process.

The subject teacher briefs the students in the classroom about their attendance and performance in the

internal examinations. Students are free to interact with the teacher to resolve grievances if any, regarding the assessment.

The students can observe the soft copies of evaluated answer scripts which are preserved safely by the respective Department. If there is any difference or discrepancy in their marks, it can immediately be rectified before uploading to the University Exam Portal.

The Internal Assessment marks and attendance percentage obtained by the students are entered periodically in Calcutta University Exam Portal in a semester. Schedule of Internal Exams, Academic Calendar is strictly followed. Dates for the internal Examinations are notified by the College in website/students departmental WhatsApp groups in advance.

For redressal of grievances of the students and other stake holders of the college, there is a Grievance Redressal Cell, duly constituted in the Teachers' Council of the college. Students can also state their problems to their teacher-mentors and student representatives.

Internal assessment of the institution has been conducted in a regular systematic manner, which ensures efficient and timely completion of the assessments.

All the departments of the college are always in touch with their stakeholders like students, parents and alumni. During the COVID-19 pandemic, when the students had problems to upload/submit the answer scripts, all the teachers and staff members of the institution were available all the time to help the students to solve the issues through telephone, WhatsApp, departmental mails and mentoring sessions.

Teacher-student relation has become friendly and trustworthy for the mentoring system in the college. As a result, almost all problems are solved with the able dealing from the mentor-mentee interactions. So, grievances related to the transparency of the internal/university examination are seldomly raised. When technical problems were encountered in case of online system of examination, such grievances are solved immediately by the department, technical team and administration of the institution, before registering the issue to the Grievance Redressal subcommittee/cell of college.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

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

Response:

Being an affiliated college, the institution follows the prescribed curriculum of university for all program. At UG level, there are 3 General Degree Programs, 17 Honours Degree Programs and 2 PG Degree Programme running successfully. Every undergraduate Honours program has 14 different core courses, four Skill enhancement (SEC) courses, four discipline specific elective (DSE) courses and two Ability Enhancement Compulsory (AECC) courses. All of the undergraduate General Degree Program offers the choice of three General Elective (GE) subjects, each elective subject with four core courses, four Skill Enhancement Courses, two Discipline Specific Electives and two Ability Enhancement Compulsory

Courses. Ability Enhancement Compulsory Courses (AECC) are offered for Bengali and English languages only. Arts General course has one Language Core (LCC) Course.

At the beginning of every academic year, the departments distribute syllabus to the faculties with a focus on Programme Outcomes (POs), Programmes Specific Outcomes (PSOs) and Course Outcomes(COs). The programme outcomes for every course offered in every subject is displayed on the college website. The primary objective of a specific course is communicated and explained to the students by the faculty members at the beginning of an academic session.

College website and prospectus provide the important information about all the programmes and courses, fee structures, details teaching and non-teaching staff and other aspects.

Proper evaluation of the attainment of learners' outcomes are the key factors, providing a benchmark to understand how far the institution has succeeded in accomplishing its purpose. For this, following methods are followed to carry out a continuous and comprehensive evaluation of learning outcomes:

1.   CONTINUOUS EVALUATION OF THE STUDENTS –

Continuous evaluation of the students are conducted through regular interactive classes, class tests, internal examinations, etc. The irregular students are allowed to appear in examination after submission of satisfactory documents showing cause of irregularity. Results are analysed through student-mentoring. The overall learning outcomes are often evaluated through students' assignments, reports, projects and seminar presentations, which helps to assess the skill and aptitude of acquired by the students.

2.   STUDENTS'FEEDBACK– Online feedbacks are collected regularly from the studentsin a structured questionnaire on curriculum and learning experience, to know the students' satisfaction level for further improvement at institution.

3.   PARENT-TEACHER MEETING AND PARENT FEEDBACK– Parent-teachers meetings are regularly conducted by the Departments, where teachers discuss with parents about the betterment of their wards, with explanations and suggestions. Parents' feedback reports are also collected to improve the programand course outcomes.

4.   ACADEMIC AUDIT OF THE INSTITUTION – Academic audit of the institution (internal/external) had conducted by the IQAC, on the basis of the seven criteria of NAAC. The valuable audit reports are approved by the institution after review by experts. The inputs of the academic audit are circulated to the departments, which are communicated to the stakeholders accordingly.

5.   STUDENT SATISFACTION SURVEY – This survey is conducted centrally, with a structured questionnaire as per NAAC guidelines. Its result is further analyzed and actions are taken at institution level to attain better satisfaction level of the students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.2 Pass percentage of Students during last five years

Response: 75.26

2.6.2.1 **Number of final year students who passed the university examination year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
644	1038	583	775	556

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

2021-22	2020-21	2019-20	2018-19	2017-18
742	1091	754	1095	1096

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all students on roll	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 19.24

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

2021-22	2020-21	2019-20	2018-19	2017-18
1	1.05	3.17	2.5	11.52

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Response:

The institute has taken major initiatives to create suitable ecosystem for creation of innovative knowledge and transfer of them. The institute encourages teachers for research activities and provides all the administrative and infrastructural facilities for the applications of research grants. Importantly, the institute has highly talented and motivated faculty members in all the streams including science, arts and commerce, which is reflected in the number of research grants received by them during the last five years.

The faculty members also published significant number of papers in peer reviewed journals, books and book chapters. The institution has a separate research and development committee to record publications, participation in seminars and symposia and other research activities performed by the teachers. Certain amount of fund is allocated to provide financial assistance to the interested teachers through this committee.The committee encourages the faculty members by felicitating them for their research works.

The institution is successfully publishing two research journals JOCAS and NDC-E BIOS. The journals are in the process of acquiring ISSN number and is expecting to get them shortly. Apart form research journals, the institute regularly publishes the magazine "Prabaha" to disseminate the literary writings of the teachers and students. The institute regularly organizes state, national and international level seminars and webinars. The faculty members are supported by providing study leave and extra ordinary leave to pursue

Ph.D and postdoctoral research works.

The institute encourages the faculty members to attend OP, RC, FDP and short-term courses, for which duty leaves were sanctioned to the respective faculty members. Students and teachers of plant science are regularly exposed to the different levels of biodiversity, even in the aquatic ecosystem resulting publication in the college journal JOCAS. A rare fern Ophioglossum has been found to grow in the campus, which had attracted the attention of research workers of Botanical Science.The faculty members of plant and animal sciences are engaged in green audit in the campus.

The postgraduate departments encourage and prepare the students to pursue Ph.D. in future by conducting project work. Moreover, both the UG and PG the departments organizes seminars/special lectures and webinars to make the students aware of the current research works in s so that the students get motivated for research in their future endeavor. Different departments organizes field trips, excursions, industry visit and research institute visit to impart knowledge among the students outside the classroom.

Students of almost all departments publish wall magazines regularly. During pandemic period, the institute had developed the ecosystem to disseminate the knowledge through online classes and by creating its own YouTube channel, where the video lectures from the faculty members were uploaded.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

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

Response: 104

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

2021-22	2020-21	2019-20	2018-19	2017-18
28	38	11	11	16

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

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

Response: 0.73

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

2021-22	2020-21	2019-20	2018-19	2017-18
33	23	13	13	12

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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

Response: 1.19

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

2021-22	2020-21	2019-20	2018-19	2017-18
71	19	26	27	11

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.4 Extension Activities

3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

Over the last five years the institution has carried out numerous extension activities for the welfare of the neighborhood community and to spread awareness among the students and molding their minds for the future through holistic and inclusive approach. Free health checkup OPD in every month on the first Wednesday was organized in collaboration with Howrah Municipal Corporation.

The Bio-social profile of the foundry workers of the area was evaluated. Sit-n-draw competitions for the children of the adjoining areas were organized in several academic sessions. Free of cost medicine distribution was organized for the students, staff of the college and nearby slum dwellers/ industrial workers by NSS unit of the College in collaboration with Howrah Municipal Corporation (Health Department).

Cleaning program in the local area near college campus and poster competition among students on Environmental Pollution were organized by NSS in collaboration of Belilious Tennis Club, Howrah.

Eye check-up and first aid duties were organized by St. John Ambulance Nursing Division, Narasinha Dutt College in collaboration with Peerless Hospital, Kolkata.

Every year Blood Donation Camp was organized frequently by NCC, NSS units & Alumni Associatrion, during the last five years.

NCC unit organized Water Body Cleaning in outside the campus and tree plantation under the scheme Swachh Bharat Aviyan.

Voluntary services were provided during the festivals like Durga Puja, Kali Puja, etc. inlocal areas by NCC unit in collaboration with West Bengal Police, Kolkata Police and local clubs.

Legal awareness Seminar program on "Gender Sensitivity and Gender Equity" with students was organized in collaboration with rising voice foundation NGO.Students participated in extension activities including observation of anti-tobacco day, anti-drug day, Swachh Bharat Avijyan, AIDS awareness program through 2 Bengal girls BN NCC.

During the lockdown period the institution made temporary arrangements in classrooms to offer sheltersto the homeless from the surrounding areas. In pandemic the institute performed extension activities and awareness programs through online mode. For examples, observation of World Environment Day, National Science Day, International Mother Language Day, Doctors' Day, Diabetes Day, Cancer Day, Water Day, Mango Day, Earth Day and others.

Online webinars were organized on prevention of sexual harassment, career counseling for students and on value education. As the world was trying to cope up with the new normal, the college, shifted from online to the offline mode of functioning so that the extension and outreach activities, as well as sensitizing students to social issues and encouraging them to be a part of the social cause, were continued. Value education cell was established and special offline two days lecture series was organized on value education.

Plantation was practiced on offline observation of world environment day. A rally was organized by NCC unit in collaboration with Bantra PS in connection with the awareness program of making Howrah plastic free. National tobacco control program in collaboration with district tobacco control cell, Howrah and poster campaigning on world cancer awareness day were also organized to sensitize students about these

alarming health issues.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

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

Response:

Narasinha Dutt College and its different units including NCC unit and St. John ambulance unit perform significant number of major extension activities throughout the year to serve the society as well as to shape the students towards their holistic development. The institution addresses the contemporary burning issues for the welfare of the neighborhood and the whole society. Plantation, anti-drug rally, cleaning the campus and the surroundings, free health checkup and medicine distribution, anti-tobacco campaigning, anti-plastic use rally, caner awareness program, blood donation camp, save Ganga Aviyan, AIDS awareness, environment and diabetes awareness etc. are some of the important extension activities done by the institution. Apart from these, the students of the institution took part in different competitive events, for example, intercollege quiz competition at Presidency University (Chemiquiz) and secured the first position. The St. John unit of the institution provided services to the M.P Cup and Commissioner Cup in Inter-School Annual sportsin 2017 and 2018.The activity was recognized by Bantra Police Station, Howrah, which isa government body. The NCC unit of Narasinha Dutt College has organized anti-drug rally to spread awareness against drug consumption in nearby locality in 2017, 2018, 2021 and 202. The activities were recognized by Bantra Police Station, Howrah. The 31 Bengal Battalion of NCC participated in Swacchta Pakhwada from 1st December to 15th December 2019. The activity was also recognized by the National Cadet Corps, India. The NCC unit of Narasinha Dutt College has organized anti plastic use rally in 2022 to spread the awareness regarding the negative effect of plastic on environment. The activity was also recognized by the Bantra Police Station, Howrah. The institution possesses large open premises which is offered to the local community for the Namaaz prayer during Eid in every year. Thus the institution not only serves the local community but also set an example of communal harmony. The novel activity was recognized by the Evergreen Club a government recognized organization.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.3 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 organised in collaboration with industry, community and NGOs) during the last five years

Response: 182

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

2021-22	2020-21	2019-20	2018-19	2017-18
62	33	31	33	23

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.5 Collaboration

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

Response: 8

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

Response:

The institution is well equipped with physical facilities to provide students and staff with a comfortable and conducive learning environment. From classrooms to laboratories, the institution has made significant investments in its infrastructure to ensure that everyone has access to the resources they need to succeed.

The college houses 40 classrooms and 28 laboratories. Classrooms in the institution are spacious and well-lit, with modern furnishings and amenities. They are equipped with the latest ICT facilities, including projectors, interactive whiteboards, and high-speed internet connection, to support a variety of teaching and learning styles. This makes it easy for teachers to deliver engaging and interactive lessons, and for students to participate in virtual classes, online discussions, and other interactive activities.

The institution also has well-equipped laboratories for a range of disciplines, including science, engineering, and technology. These labs are equipped with the latest technology and equipment, ensuring that students have access to the resources they need to conduct experiments and carry out practical work. This hands-on experience is essential for students, as it helps to reinforce their understanding of key concepts and develop their technical skills.

The institution also has a range of cultural activities and facilities, including a theatre, music rooms, and art studios. These facilities provide students with the opportunity to pursue their creative interests, develop their artistic skills, and participate in a range of cultural activities. The institution encourages students to participate in these activities, as they help to develop their social skills, build their confidence, and foster a sense of community.

The institution also has a well-equipped gymnasium, which is open to all students and staff. The gym provides a range of fitness equipment and facilities, including weightlifting machines, cardio equipment, and exercise mats, allowing everyone to maintain a healthy and active lifestyle.

In conclusion, the institution has invested in a range of physical facilities, from classrooms to laboratories, to provide students and staff with a comfortable and conducive learning environment. The institution's classrooms, laboratories, cultural activities and gymnasium are all designed to support students and staff in their academic and personal pursuits, helping them to achieve their goals and develop the skills they need to succeed in the future. The institution is committed to providing its community with access to the resources they need to succeed, and its investment in infrastructure and physical facilities is a testament to this commitment.

College has a well-maintained fresh-water pond providing a site for aquatic biodiversity conservation and surface water preservation during rainy season. A number of plants of medicinal importance are maintained in the medicinal plant garden of the college. A number of cultural programs like Rabindra Jayanti, Bengali New Year, etc. are conducted, along with observation od days of national and international importance. Religious festivals like Saraswati Puja, Iftar, Raksha Bandhan, Vijaya

Sammilani, are organized kin campus to maintain social harmony in nearby community.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

Response: 30.01

4.1.2.1 **Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
1.41	8.82	60.7	71.4	19.2

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

Response:

The institution's library is a cutting-edge facility that leverages the latest technology to provide students and staff with access to a vast collection of books, journals, and other resources. The library has a collection of 46062 (Forty-Six Thousand Sixty-Two) books and 6000 (Six Thousand) peer reviewed journals through N-LIST. The library is partially automated using an Integrated Library Management System (ILMS) named KOHA, which streamlines all its operations, from cataloging and circulation to resource discovery and access. This system makes it easy for library users to search for and access the information they need, whether it's in print or digital format. The library also provides e-requisitions and e-document delivery services through library website. To enhance access to information, the library also collocates to a wide range of free e-resources, including online databases, e-journals, and e-books. These resources provide students and staff with access to the latest information on a range of subjects, from academic research to current events. The library's e-resources are accessible from anywhere through our college website, making it easy for users to access the information they need, even when they are away

from the campus. The institution also invests in the purchase of books, journals, and other resources to ensure that its library collection is up-to-date and relevant. The library has a large collection of print materials, including books, journals, and other resources, and it adds to this collection regularly, so that users always have access to the latest information. The institution spends a significant amount of money on the purchase of books, journals, and other resources, ensuring that its library is a comprehensive resource for its community. Finally, the library also tracks usage statistics to determine how its resources are being used. The library tracks the number of books that are checked out each day, the number of e-resources that are accessed, and other usage statistics. This information is used to evaluate the effectiveness of the library's services and to make informed decisions about how to improve its offerings. The library is one of the most heavily used facilities on campus, with students and staff visiting it on a daily basis to study, conduct research, and access information.

Library also take initiatives for different extension activities like Book Fair, observation of important days, organization of national & international seminars and workshop, etc. Through this effort college library encourages reading habit among the students, teachers and nearby community as well. 'Service to the spot' is available by which a PWD student is eligible to get books and other materials in the classroom directly. Moreover, screen reader software is available for visually handicapped students. Reading service to PWDs with reading difficulties by zooming texts, letters, instruction, or read out and scanning reading materials to make them accessible on a computer. Special corner for study or arranging special class by consultation with concerned teachers.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

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

Response:

The institution is committed to providing its students and staff with the latest and most advanced IT facilities. It invests in upgrading its technology infrastructure regularly to ensure that everyone has access to reliable and high-speed internet connection. With this, the institution can offer its community a seamless online learning experience, where students can access online resources and participate in virtual classes smoothly.

To provide sufficient bandwidth, the institution has installed **17** routers each having **60 Mbps** of bandwidth. This infrastructure allows for a fast and uninterrupted flow of data, ensuring that everyone has access to the internet whenever they need it. The institution has the Wi-Fi access points, which are strategically placed to ensure that there are no dead spots in the coverage area. This means that students and staff can access the internet from any part of the campus, be it the classrooms, the laboratory or in the library.

The institution also provides its staffs with access to online storage solutions such as cloud-based platforms, where they can store and access their data from any device and from anywhere. This helps to minimize the risk of data loss and ensures that everyone has access to the files they need, even when they are away from the campus.

In addition to providing access to the internet, the institution also offers a range of IT services, including email, web conferencing, and document management systems. These services are designed to support students and staff in their daily work, making it easier for them to communicate, collaborate, and share information with each other.

In conclusion, the institution is dedicated to providing its students and staff with the best IT facilities possible. Its investment in technology infrastructure and its commitment to regularly upgrading its facilities ensure that everyone has access to reliable and high-speed internet connection, online storage solutions, and a range of IT services to support their work. The institution is determined to maintain its position as a leader in technology-enhanced education and to continue to offer its community the best possible online learning experience.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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

Response: 51.07

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

Response: 59

File Description	Document
Upload supporting document	View Document

4.4 Maintenance of Campus Infrastructure

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

Response: 45.67

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

2021-22	2020-21	2019-20	2018-19	2017-18
27.67	16.48	40.61	79.98	81.09

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

Response: 35.19

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1257	1146	1133	901	1060

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.2 *Capacity building and skills enhancement initiatives taken by the institution include the following*

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

Response: B. 3 of the above

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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

Response: 9.65

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

2021-22	2020-21	2019-20	2018-19	2017-18
751	132	181	206	238

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

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

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)

5.2 Student Progression

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

Response: 9.7

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

2021-22	2020-21	2019-20	2018-19	2017-18
158	119	111	55	36

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

2021-22	2020-21	2019-20	2018-19	2017-18
742	1175	937	858	1226

File Description	Document
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5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 40.58

5.2.2.1 *Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
35	26	7	11	5

5.2.2.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
73	59	25	29	21

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3 Student Participation and Activities

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

Response: 24

5.3.1.1 *Number of awards/medals for outstanding performance in sports/cultural activities at*

national/international level (award for a team event should be counted as one) year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
4	3	2	3	12

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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

Response: 7.4

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

2021-22	2020-21	2019-20	2018-19	2017-18
19	13	3	1	1

File Description	Document
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5.4 Alumni Engagement

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

Response:

The Narasinha Dutt College Alumni Association is a registered Society, under the West Bengal Societies Registration Act 1961, with the Registration No: S/2L/51524 of 2015.

Mission: The association aims to provide a common platform for alumni members for building a personal and professional support system and to enable the institute to add value to all of the stakeholders. The association has the commitment towards maintaining the connection of the alumni with their Alma Mater.

Objectives:

1. To generate a common active forum that develops a network to connect with all the alumni of the college throughout different parts of the world.
2. To engage the alumni in various student development programs in both curricular and extracurricular aspects.
3. To initiate exchange of ideas between the alumni and the present students, for the benefit the learners.
4. To initiate relevant fundraising activities with the active participation of the alumni members, for the development of the college.
5. Promotion of best practices for the benefit of society in neighboring community.

Till present, the total number of life members of this association is 63 and that for general members is 312, which is in a rising stage.

However, in pandemic situation activities of the association could not take place, as the campus was not open for long time. In the virtual platform, a state level webinar was jointly conducted the association and IQAC, on10.9.2021. Reputed Alumni Dr. Premananda Bharati of Indian Statistical Institute was the resource person. An online 3-day Yoga Workshop (28.9.2021 to 30.9.2021) was organised in presence of instructor Smt. Jayasree Sarkar (Alumni member).

After reopening of campus, a cleaning programme was organized by the association in collaboration with NSS unit of the college in December, 2021.

The magazine of the association "Darpan" was published by on April, 2022.

Dr. Lipi Das (Ex-student and ex-faculty, Secretary of the Alumni Association), has provided fund for scholarship for the top scorers of B. Sc., Bioscience General.

A cleaning programme of the of the Playground in College Campus was conducted on 19.10.2021, as on the Covid situation closure of the College, it had been turned up into a mess.

A Free "HEALTH CHECK-UP CAMP" was organized by the association on 26.8.2022, at the College. The Camp was conducted by the Medical Professionals of 'NARAYANA SUPERSPECIALITY HOSPITAL". The parameters checked there were: (a) Weight, (b) Blood Pressure, (c) Random Blood Sugar, (d) E.C.G., (e) Basic Eye Check-up, (f) Dietitian Consultation and (g) Doctor's Consultation. A total of 167 persons (Students, Faculty Members and Non-Teaching Staffs), were checked in the camp.

A 'BLOOD DONATION CAMP" was organised on 21.9.2022. at the College Campus, was conducted by "Nilratan Sarkar Medical College Blood Bank". In this camp, a total of 46 donors donated blood.

A "CANCER AWARENESS CAMP " for the female students was by the association on 25.11.2022. The camp was conducted by the Oncology Unit of "NARAYANA SUPERSPECIALITY HOSPITAL" , in presence of the resource person, Dr. Dipanjan Majumdar.

File Description	Document
Upload Additional information	[View Document](#)
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Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance

Response:

Narasinha Dutt College, established in1924, has stepped into her centenary year, and occupies a position as one of the leading educational institutions in Howrah district of West Bengal. Currently the institution offers 22 regular undergraduate courses, and 2 post graduate courses. the Institution's policy making is based on overall Inclusiveness and holistic viewpoint. In respect to the evolving mode of educational system, even during the COVID-19 pandemic situation, when on-campus activities remain suspended, the college continued in its endeavor to achieve the following: Enriched functioning of the technical cell to face the challenges of the online system; An official YouTube channel (N.D college online classes) and a Facebook page was opened prior to lockdown to facilitate interaction for academic and co-curricular needs amongst students, teachers, alumni, stakeholders and staff members. For self-financed courses, to facilitate the availability of lectures to the students at a later date, Google Space was purchased to enable recording of the lectures which were delivered through online mode.The website of the college has become more user-friendly. Governing Body and IQAC of the college, along with different cell sand sub-committees regulates the academics and holistic activities with the help of teaching and non-teaching members of the college.

A number of working units like different committee, subcommittee, cells and club (example: Science Club, Art and Culture Club) have been instituted as per NAAC, UGC and University guidelines in consultation with Governing Body, Principal and Teacher's Council. Teachers are selected as conveners of the different constituted committee, subcommittees /cells. In each subcommittee/ cell, Principal is the Chairperson. Science club These units areinvolved to conduct different developmental and creative activities of the college round the year in a continuous and coordinated manner. Example: Decentralization and Participative Management through the activities of Service Book Committee (A complete team, made up of teachers and non-teaching staffmembers, where Principal the Convener) and decentralized PF committee where each individual is provided with a unique ID and password.

Functions:

1. The sanction of PF loan and Non-Refundable Withdrawal

2. Disbursement of Provident Fund after retirement of faculty and staff.

3. Preparation of papers related to retirement and service book in detail.

Calculation of pay matrix, pay fixation after promotion through CAS, arrear calculation of all the staff

members of the institution.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc

Response:

Implementation of examination and evaluation process based on strategic plan by the institution: The teachers and non-teaching staff members were in constant touch with the students, especially in during pandemic situation with online mode of teaching-learning-evaluation. The students are to appear in internal and final examinations. For this, all the departments and technical team of the college was fully dedicated as a team, so that all students can appear in the online examinations through the procedures like form filling, receiving of admit card, appearing in internal and university examinations and getting the result in time. The internal and final examinations were conducted by the college centrally, providing links to get question papers and uploading answer scripts in time. Prior to that, all the students were well informed and explained about the process in the online mode. Hence, a large number of students successfully appeared in the examinations and passed in the examinations. In case of practical examinations, science departments conducted the examinations with expertise, so that not a single student becomes absent. All the marks were uploaded after proper evaluation of the answer scripts. It was particularly possible by thorough mentoring process by all departments.

The administrative diagram for functional organization (organogram) demonstrates the decentralized structural configuration. The overall administration is a synchronized effort of the Principal madam, with teaching as well as non-teaching staff and the students, in a cooperative way with participation from of all the stakeholders for the achievement of a common goal. All aspects of academic, maintenance, financial and developmental points have to be organized in order to achieve the desired objective. Principal, the Head of the institution supervises the institution with the help of Bursar. The Internal Quality of the academic institution is under the supervision of the coordinator of Internal Quality Assurance Cell (IQAC). Principal also looks after the all Class II & Class IV level non-teaching staff
members. Different committees, sub-committees are formed which include Publication sub-committee, Library sub-committee, sports sub-committee, Seminar and cultural sub-committee, Routine subcommittee, etc. There are different Cells under IQAC like documentation cell, Value Education Cell, Advisory Cell. Publication cell, etc. There is another important characteristic of the Organogram, which is the major stakeholders like the students, parents, guardians, alumnae, etc.

File Description	Document
Upload Additional information	[View Document](#)
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6.2.2 Implementation of e-governance in areas of operation

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

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

The institution has a well -coordinated system of appraisal of the teachers. Each faculty has to fill up an appraisal book which records the teaching days, details of leave, other academic and administrative assignments performed by the faculty. The duty leaves include university confidential assignments, attendance in seminars, paper presentation in seminar/conferences, attending faculty development programs and short -term courses. Medical leave, earn leave and any other relevant information is also recorded in the appraisal book. At the end of the academic year, the filled in appraisal books are submitted to the Principal and duly endorsed. The IQAC coordinator and the convener of the faculty entitlement committee duly checks and suggest necessary changes in the career advancement scheme file of the faculties who have their promotion due. Once the career advancement files are endorsed by the Convener of Faculty entitlement Committee and IQAC coordinator, Principal follows the proper protocol as directed by State Government for the advancement in the next stage namely Assistant Professor Stage I to II, II to III, and Assistant Professor Stage III to Associate Professor. In the self -appraisal record, all the activities are recorded in hours as per guidelines of UGC for career advancement. The teachers can apply for attending FDPs, STCs, seminars and conferences in proper format to the Principal. The Service Books of the teachers both substantive and State Aided College Teachers are maintained by Service Book Committee. The entire details of leave, accumulation of leaves, fixation memos are meticulously maintained by the Service Book Committee till the retirement and even after for post- retirement benefits of pensioners when Government issues any orders related to financial augmentation. All the necessary documents are maintained by the college administration either in Hard copy with the Service Book Committee or in soft copy version with the administrative office.

The administration takes adequate proactive measures in providing welfare measures depending on the

situation. The Provident Fund of all the staff of the college can access online through a unique ID Password provided by the college authority. In case of Loan or Non- Refundable Withdrawal the members can self-check the PF status and take decision accordingly regarding withdrawal either in form of loan or total withdrawal. The willing member then has to apply to the PF committee for approval and the disbursement takes place after following procedural directives. The Teachers council also arranges for farewell for the retired employees on the last day of the service period. The council also takes proactive steps and stand by their members during crisis period of the members by arranging for financial help and other help. Besides, in case of emergencies welfare activity and financial help is executed through Principal's Relief Fund. Employees' Welfare fund is also managed by an executive committee consisiting of teaching and administrative staff which provides financial relief to the family members in case of any misfortune and also after retirement from service.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

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

Response: 0

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

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

Response: 57.29

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

2021-22	2020-21	2019-20	2018-19	2017-18
119	112	80	8	58

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

2021-22	2020-21	2019-20	2018-19	2017-18
23	12	8	9	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

6.4 Financial Management and Resource Mobilization

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

Response:

Internal auditor has been appointed by college administration. The internal auditor periodically checks the expenditure and budget allocation of the college under different heads like recurring expenditure for regular maintenance of laboratory and infrastructure, augmentation of new infrastructure and new purchases from for student support and progression. External financial audit is appointed by State Government and conducted periodically. Financial queries both by internal and external auditor are resolved by Bursar.

The suggestions regarding optimal utilization of resources and fund allocation are implemented after consultation with the Finance and Purchase Committee of Governing Body. For optimal utilization of resources and fund generation, the institute has a detailed fee structure for students according to the programme they have opted for.

The Laboratory based subjects have a different fee structure. The security deposit of the students are refunded once they pass out of the college. For the pandemic situation concession in application, and other relevant fees were given, as formulated by Governing body of the Institute. Fundraiser in departmental reunions is raised by alumni association through life and annual membership. One-time contribution of Alumni is also received. Alumni, retired faculty and family members of deceased faculty also institute scholarship and fellowship in appreciation of their long association with the institute.

File Description	Document
Upload Additional information	**View Document**
Provide Link for Additional information	**View Document**

6.5 Internal Quality Assurance System

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

Response:

The Internal Quality Assurance Cell (IQAC) of the institution carries out activities on all aspects of the Institute's functioning as following:

1. Improvement in quality of teaching and academic activities by regular inputs to all concerned based on feedback from students.

2. Providing inputs for the best practices in administration for efficient resource utilization and better services.

3. Providing inputs for initiation of the process for Academic and Administrative Audit and analysis of results for improvement in areas found weak.

4. Students give their feedback and suggestions on academic and administrative performance through the google form and/or hard copies of questionnaire to IQAC of the college.

5. The members of IQAC regularly meets with different working units like committees and cells to discuss different aspect for the strategic improvements.

6. IQAC of the college prepares, evaluates and recommends the following for approval by the relevant Institute and statutory authorities:
(a) Annual Quality Assurance Report (AQAR)
(b)Stakeholder's feedback

7. The IQAC gives inspiration for the successful implementation of modern technology in the Institute's administrative functioning through ICT, the automation of admission, financial and examination processes with functional Wifi and LAN facilities.

- In this way, IQAC of the institution have significantly contributed to an enhanced quality of teaching-learning experience.

- Student seminar was organised in form of special lectures by members of the alumni association.

- Mentoring is being conducted in offline mode now. Students are directly benefitted academically with

high level of motivation

- Students received financial assistance from college who had suffered parental loss or unemployment during pandemic induced lockdown

File Description	Document
Upload Additional information	View Document
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6.5.2 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality initiatives with other institution(s)/ membership of international networks**
3. **Participation in NIRF**
4. **any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc**

Response: A. All of the above

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 7 - 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 and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

Response:

Our college is committed to provide a working and academic environmentwithout any bias on gender issues, by providing a safe and dignified environment.

Apart from gender sensitization, the college ensures safety and security throughout the year. Counselling through mentoring plays an important role in the overall growth of students as well as the institution.

The initiatives taken by the institution on these aspects are as follows:

a) SAFETY & SECURITY

Safety and security of all the students, teachers, non-teaching staff and the visitors to the college is always the first priority. To ensure a safe campus and a secured environment the college has embarked upon the following initiatives:

a. A team of experienced security personnel.

b. Dual exit gates.

c. Fire extinguishers in every building in campus.

d. Regular checking of electric lights, fans, air-conditioners and their servicing.

e. A grievance redressal box for the students.

f. Separate wash-rooms for boys & girls and male & female staff members of the college.

g. Identity cards are issued for all the students, without which they are not allowed to get inside the campus.

ii. CCTVs have been installed at the entrance gate of the college gate, office, corridors of different floors of the college to ensure the safety and security of all stakeholders.

iv. Code of conductsfor students, staff and faculties are displayed in college website.

v. Functioning of Grievances Redressal cell, Internal Complaint Cell and Prevention of Sexual Harassment cell.In this regard, a state level webinar cum awareness program was organized on "Prevention of Sexual Harassment at Workplace" on 19thNovember 2021 at 5pm.

b) COUNSELLING : The process is conducted through following procedure:

i. Mentoring system has been introduced in college effectively, for the welfare of students. Sometimes the parents of irregular students are informed and counselling is done by teachers/mentors.

ii. In addition of classroom teaching, the college organizes regular interactive sessions for the students through Career Counselling Cell.

iii. Parent-teacher meetings are arranged regularly in the college.

c) COMMON ROOM

There are separate common rooms for boys and girls, which are equipped with carrom board,purified drinking water facilities and washrooms.

Institution regularly observesthe national days of commemoration like Independence Day, Republic Day to, Netaji Jayanti, Youth Day (Vivekananda Jayanti), International Mother Language Day, International Day of Indigenous Population,with active and spontaneous participation from all institutional stakeholders.

Different religious events and festivals like Saraswati Puja, Iftar, Raksha Bandhan, Community Namaz are organized in the campus which strengthen the role of the institution to maintain social harmony in the mass level.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2 The Institution has facilities and initiatives for

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

Response: A. 4 or All of the above

File Description	Document
Upload supporting document	[View Document](#)

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The

institutional environment and energy initiatives are confirmed through the following

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

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)

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

Response:

India, is a country with diverse range of socio-economic, linguistic, cultural and ethnic background, which is guided by the Constitution, without any discrimination to any of her people.

Narasinha Dutt College continuously conduct sensitization activities for the students and the stakeholders of the institution towards the constitutional aspects and responsibilities of the citizens about values, rights, duties, and responsibilities.

College aware the students with the knowledge, skill, and values,which are necessary to keep balance between life and livelihood. Institution provides an affordable, supportive, safe, and effective learning environment, as a whole. Such aspects are inculcated in the value system of the stakeholders.

Activities

The students are inspired to participate in various programs focused on culture, traditions, values, duties, and social and moral responsibilities, often in presence of prominent resource persons, who can set valuable examples and explanations.

College conducts awareness programs on the harmful effect of plastics, cleanliness, Swachh Bharat, etc. involving students.

The college develops policies reflecting core values and"Code of Conduct" for students and all stakeholders are expected to be followed in the institution.

The curriculum as provided by the affiliating University includes mandatory courses like professional ethics and human values, the constitution of India, the essence of Indian traditional Knowledge, as a small step to inculcate constitutional obligations among the students.

Conduction of regular activities by NSS and NCC units, different departments, cells and units of the

college to serve the society.

Observance and celebration of Independence Day, World Environment Day, No Tobacco Day, Rally against Drug Abuse, International Mother Language Day,Freshers' Welcome, etc.

Participation of students, teachers and staff members in different religious festivals like Saraswati Puja, Holi, Iftar, Vijaya after Durga Puja, etc. keeps the environment of the campus in a spirited communal harmony.

There are some of the activities conducted in the institution, as following:

- Anti-Drugs Day is observed by NCC Unit on Health Awareness programme -in every year.
- Participation of NCC unit in the Rally for Plastic Free Howrah organised by Bantra PS on Health Awareness programme – 2022.
- The campus has been declared as a Plastic-Free Zone, w.e.f. 5th June, 2018.
- Independence Day is observed every year,with a special emphasis on 75th Independence Day - Azadi Ka Amrit Mahotsav

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.2 Best Practices

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

Response:

PRACTICE I

1. Title of the practice: Institutional activities for overall social well-being and social harmony

1. The context: Narasinha Dutt College gives effort to conductactivities for social well-being of students, underprivileged people and industrial workers of the slum area near campus. The NSS and NCC units, St. Johns Ambulance and Alumni Association conduct a number of activities for social cause. Students involving in such activities develop leadership and teamwork skills and become more adopted to work with the people of diverse demographic background. Such activities make the students more involved, satisfied and motivated and help them to develop better relation withneighboring communities and fellow students.

1. Objectives

1. To help the community through the activities of NCC, NSS, Alumni Association of college, etc., by organizing awareness programon environmental and health issues (e.g., ,plantation, vector-borne diseases, health and hygiene, drug abuse, smoking, etc.)
2. Encouragement of the students inthe participation in such activities with social cause, which is helpful in their personality and skill development.
3. To provide a platform of interaction for the students and community members.
4. To generate sense of responsibility for a sustainable environment and society.
5. To help the students to grow as a responsible citizen of the country

1. The Practice

Conducting awareness programs on vector-borne disease, women's health.

Arranging OPD health check-ups for students, staff and migrant labors of locality inside the college, respiratory health &eye check-up outside the campus, Thalassemia detection camp, blood donation, motivational webinar during pandemic, etc.

Observation of Independence Day, Republic Day, World Environment Day, Rabindra Jayanti, Netaji Jayanti, Youth Day (Vivekananda Jayanti), Earth Day, International Mother Language Day in the college.

Organizing plantation, plantlet distribution in locality, poster exhibition on environment and health, Swachh Bharat Abhyyan within and outside the campus, students' webinar on single-use plastic, motivational interaction with COVID warrior, etc.

Organizing interactive session on "How to take care of your child" for the mothers ofnearby slum area.

Distributionof garments among local laborers and donationof relief fund to natural disaster-stricken areas.

To motivate the children of local area by conducting sports and sit & draw competition.

Organizing different religious festivals like Saraswati Puja, Iftar, Raksha Bandhan, Community Namaz, which plays a role to maintain social harmony.

Organizing awareness webinar on"Value Education" and distributionof booklet on human value for a better society.

Organizing rally for raising voice against terrorism, to aware people about Coronavirus and vector-borne diseases.

Solid and E-waste management and maintenance of mostly paperless office.

1. a) Problems Encountered: In the CBCS mode of curriculum, students get less time to involve themselves for social causes.

b) Resources Required: Some amount of fund, cooperation from the community and motivation in students with active involvement.

1. Evidence of Success

Spontaneous involvement and participation of the students.

Active participation of the students in different kinds of activities, observations and social awareness program.

Regular publication of wall magazines, e-magazines also from all the departments.

Reflection of peaceful social harmony during Saraswati Puja, Ramzan Namaz and Raksha Bandhan conducted in campus.

PRACTICE II

1. Title of the practice: Maintenance of the freshwater pond biodiversity and using it for surface water preservation

1. The context: Narasinha Dutt College is situated in central Howrah. The nomenclature has the origin from the Bengali word "haor", which means swampy low land, where water and mud is accumulated. For this prevailing geomorphological character, the college campus was used to be in waterlogged condition for days in the rainy season every year, leading to loss of working days and valuable office documents and infrastructure degradation.It was a seasonal situation, for which the stakeholders had to face problems.

In the campus, there is a freshwater pond, with rich biodiversity, adding to the beauty of its landscape.To overcome the waterlogging problem, the administration made a policy to use this water body by its proper maintenance.

1. Objectives

1. To maintain the freshwater pond in the campus with appropriate planning, to use its water to maintain the green cover and garden, specifically in dry season.
2. To use the pond as a reservoir of overflown surface rainwater of the campus, to get rid off recurring seasonal waterlogging condition during monsoon.
3. To augment the aesthetic effect of the ambience of the campus.
4. To have contribution in aquatic biodiversity conservation, maintaining ecological balance.

1. The Practice

1. The pond in the campus has been maintained with regular cleaning activities.
2. The quality of freshwater is monitored by routine check-up of the parameters like dissolved Oxygen level and Biological Oxygen Demand (BOD), for confirmation of the suitability of water quality to sustain aquatic biodiversity.
3. The biodiversity register comprising of aquatic plants, phytoplanktons, fishes, amphibians, etc. are regularly updated, to detect any disturbance in ecological food web and its control.
4. The slope has been maintained in such a way, so that it can act as a reservoir of overflown surface rainwater, during heavy rainfall.

1. a) Problems Encountered : There were some difficulties to make the pondwater usable for the maintenance of the green cover within college campus. During Pandemic, the total aquatic ecosystem was disturbed, specially after the cyclone "Amphan". However, the whole thing was restored with pwithin limited period of time.

b) Resources Required: Some fund and manpower to clean and maintain the pond. The quality of water is monitored by students by estimating its dissolved Oxygen and BOD.

1. Evidence of Success

1. The aquatic ecosystem of pond has become the home of different floating, submerged & emerged plants and several types of fishes, insects and amphibians, being an example of the practice of biodiversity conservation within campus, with direct involvement of all stakeholders.
2. The water of the pond is directly used to maintain the plants in the campus in dry season.
3. The classes & examination are not interrupted due to waterlogging in the campus and the problem has been distinctly minimized.

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)

7.3 Institutional Distinctiveness

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

Response:

Narasinha Dutt College is a century-old heritage institution, situated in the industrial belt of Howrah, the twin city of Kolkata, the former capital of British-ruled India. It was the only higher education of Howrah district during the time of its inception. From the starting point of the journey, the institution has been imparting high-quality, inclusive education to society with the mission "Jnanat Parataram Nahi" (Nothing is superior knowledge). The college does not discriminate students based on socio-economic status and belief. The institution is open to all sections of society and help to achieve the dreams of the underprivileged.

Demographically, the college attracts a number of first-generation learners even from remote rural areas and migrant workers of local small- scale industrial manufacturing units.The learned faculty and skilled staff members of the college always motivate such students in their academic pursuits, explore their potential and guide them to showcase and achieve their full potential wise their capabilities. All the teachers work with focus and patience to reach this achievement. In this regard, the institution also focusses on theadvanced learners of the various programs and courses offered by the college and guide them to achieve coveted careers as per their aspiration.

The institution offers a multiple stream platform at undergraduate level, with science, humanities, and commerce streams in a single college, with a peaceful academic ambience. Multilingual academic platform is another distinct character of the college, which offers undergraduate courses in a regional language (Bengali), an Indian language (Urdu), an ancient Indian language (Sanskrit) and a communicative foreign language (English). Such features havesignificant contribution in the achievements of the students.

Among the students in this co-educational institute, above 50% of enrolled students are girl students, an indicator of women empowerment. In this way, the college has a defined focus ongender equity in academic sphere. Priority has always been given to the education of underprivileged students and their empowerment. For this, there are active StudentAid Fund and Welfare subcommittee, Women's Cell, to provide help to the students.

With a well-maintained and updated central library, available e-books and e-resources, well-equipped departmental seminar libraries, book bank, the college caters to the academic needs of the students. There is a book bank adjoining the main central library of the college. All the printed resources in form of reading materials have been preserved in the college and college strictly avoids disposal and destruction of old books and maintain them as

Faculty with Ph. D. more than 60%

Number of State Aided College Teachers - 47

More than 90% posts are filled

Expenditure excluding salary for 5 years - 538.2 L

Science laboratories specially keeping in mind the safety of the students enrolled in chemistry departmenta centralized gas plant of LPG gas has been installed at a secluded corner from Chemistry department and the gas is supplied in the laboratories through designated pipelines.

A medicinal plant garden has been maintained in a specified corner of the college campus of both the classified categories based on life span i.e. annual, biennial and perennial. Medicinal plants belonging to herbs, shrub and trees are also in the medicinal garden.

The college enjoys an uninterrupted power back-up for all the wings of the college in case of power failure from supplying power grid.

The entire college campus is wi-fi enabled with internet facilities round the clock.

Publication of newsletter "WINDOWS", college magazine for students "PRABAHA", students magazine, alumni magazine "DARPAN", journals like JOCAS (multidisciplinary) and NDC E-BIOS (bio-science e-journal).

The college plays a role in maintaining social harmony in the local neighborhood by offering the premises for any religious function of the minority groups mainly for offering Namaaz during EID. The college also provided shelter to the homeless vagabonds of the area during lockdown imposed due to COVID 19 pandemic in 2020.

The institution has a round the year calendar for a number of outreach programs in collaboration with "AMRAGORI SOCIAL AND HUMANITARIAN ASSOCIATION" and inculcates a sense of empathy, awareness and social service inclination in the tender minds of the students to make them aware of the problems and marginalization faced by the underprivileged strata of the society.The college firmly instills the importance and necessity for the value of holistic education and empathy for the less privileged sections of society.

Active NCC (boys and girls wing) and NSS units of the college organize outreach programs for the surrounding neighborhood within 3.5km radius of the college through annual camps and different observance days.

Environmental and health awareness programs are held in collaboration with Internal Quality Assurance Cell and Internal Complaint Cell, Women Cell, NSS, Alumni association, St John's Ambulance, Science club

 Value Education

The college has an effective mentoring system prevailing in all its departments for providing differentiated personalized learning to students of varying standards.

The college takes sincere initiatives so that students of all disciplines are introduced to the modern trends of their subject through invited seminar and webinar lectures by different resource persons of global standard covering areas under National Education Policy, skill development, research methodology, health awareness and other areas of contemporary global and local issues of concern.

The college publishes wall magazines, e-magazines, encourages seminar presentations by students, arranges field trips/excursion necessary for experiential learning both within and outside syllabus of the specified programs the students are enrolled in., involves in dialogues with stakeholders through parentteacher meetings of the departments and all the departments work together in tandem under able guidance of administration for the holistic character and all round development of the future citizens of India.

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

The college being established in 1924 has just stepped into the centenary year. Year long celebration has been planned comprising of rallies, cultural programmes, inter college competitions with active involvement of all the stakeholders of the college. Governing Body, Members of the Founder Family, Alumni, District administration, elected members of the legislative assemblies have extended their whole -hearted support and cooperation.

Principal, Dr. Soma Bandyopadhyay has recently been felicitated in recognition of her contribution in Education sector by New Normal Education Leadership Summit and Awards 2023, for her visionary leadership during pandemic and post pandemic period.

The institute boasts of a rich repertoire of books, well-maintained medicinal garden, a well-maintained water body and landscape gardening. Sincere efforts are taken to integrate the students with various extracurricular and outreach activities to mould them into well balanced citizens of India.

The institute under the able leadership of Governing Body and Principal has been able to maintain and thus boasts of rich plant fossil depository, herbarium collection in department of Botany, primate skeletal museum, cultural artifacts of different ethnic groups in department of anthropology along with spectrophotometer in department of chemistry, autoclave, laminar airflow, incubator and high -end microscopes and other sophisticated instruments in different science departments.

Continuous monitoring of atmospheric bio-pollutants (pollen and spores) has been conducted with a 7-Day recording Volumetric Sampler (Burkard Manufacturing Co., Hertfordshire, United Kingdom). The device is placed in West Block rooftop to provide continuous hourly airborne pollen-spore record from 2017 (Except COVID period). The data generated is used to prepare allergenic pollen-spore calendar/list of college locality, to reflect the exact level exposure. The pollen-spore calendars/lists are locally distributed by students of NSS unit of college for awareness development about the seasonal exposure of airborne allergen. Peak expiratory flow rate (PEFR) is an indicator of the human respiratory function in response to environmental trigger in human, was measured in field survey by a portable peak flow meter, by the NSS unit students of college. The measurement was conducted among the boys of 10-15 years age, enrolled for training in Bengal Football Club, near college campus.

Concluding Remarks :

Narasinha Dutt College was accredited by NAAC in 2009 and subsequently, it was reaccredited in cycle earning rating of B++ in 2016. The Institute is more mindful of, and grateful for, the trust and responsibility invested in it to raise the bar when it comes to the holistic development of the students entrusted to its care. Narasinha Dutt College recognizes that the growth of its students would be incomplete if the affective dimension of learning was not addressed. Hence it seeks to inspire students to use their discernment to realize that success is empty if justice to proper dissemination of knowledge is ignored, and that true freedom lies in using the amazing powers in each person to reach "impossible dreams".