



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

DARJEELING GOVT.COLLEGE

**DARJEELING GOVERNMENT COLLEGE, 19, LEBONG CART ROAD, DISTRICT-
DARJEELING, STATE- WEST BENGAL
734101**

www.darjeelinggovernmentcollege.com

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

July 2024

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

A premier Government Higher Education Institute, Darjeeling Government College, situated along Leborg Cart Road, Richmond Hill, Darjeeling, West Bengal, at an altitude of 2134 meters ($N 27^{\circ} 3' 14.85''$, $E 88^{\circ} 15' 28.656''$) came into existence in the foot hills of Sub Himalayan region on the 5th August 1948, surrounded by four international borders enthroned in the lap of majestic Mt. Kanchanjuna by the order of C. Rajagopalacharya, the 1st Governor General of Independent India. This Institute soon excelled in fulfilling its objectives.

This College was initially affiliated to the University of Calcutta and later to the University of North Bengal. The Master's courses in Botany and Zoology being the mother departments of the North Bengal University enjoys academic autonomy since 1962 and is the constituent part of the University of North Bengal. The Under graduate courses in Humanities, Science and Commerce with Major in 15 subjects under FYUGP are offered; Nepali honours course being the 1st to be taught in the UG level in the world. The two language departments, English and Nepali offers Master courses.

Successful Completion of 75th years of establishment marks the remarkable contribution of this Institute to the local society, nation and to the whole world fermented by the harmonious relationship amongst the administration, staff, teachers and the students from different ethnic and linguistic back grounds belonging to different economic strata in tune with the soothing climate in fulfilling the aims and objectives of Darjeeling Government College '*Shraddhawan Labhate Gyanam*'

Vision

Vision Of the College

1. To be a centre of excellence in thrust areas of the teaching and research
2. To equip our students to meet the nations demand
3. To expand academic co-operation by offering new specialisation
4. Upgrading existing programmes to a wider spectrum of students and researchers
5. To attain distinction in providing cutting edge teaching-learning experience, intellectual freedom in order to become first choice of students and researchers
6. To support and sustain the vision of founder members who paved the path of progress for socially and backward section of the society and also for women by liberating their shackled existence and by illuminating their future with the help of higher education
7. To encourage student enrolment from weaker sections, even beyond the reservation limit
8. To establish a strong partnership between different universities and industry houses
9. To explore suitably the resource persons for generating future resources.

Mission

Mission Of the College

1. To advance knowledge for the benefit of the society, industry and environment
2. To train the next generation of graduates able to excel in either research or industrial or professional disciplines
3. We will behave with the highest level of honesty, integrity and professionalism
4. Committed to the high quality teaching and research
5. To encourage innovative approach for both teaching and research
6. Committed to the overall development our staff and students
7. Taking short-term valuable decisions consistent with our long-term objectives
8. Committed to a safe and sustainable work environment

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Institutional Strength

- Being a Government College, it earns the faith of the larger populace regarding academic quality,
- Creating a positive and transparent environment.
- The cost of education is very low.
- PG courses are running in the departments of Nepali, English, Botany and Zoology.
- Research has improved substantially since the introduction of postgraduate courses.
- All teaching and non-teaching employees of the institution and their family members are assured of their health insurance aspects through the Cashless West Bengal Health Scheme 2008.
- The college also contains a well-stocked seminar library in different departments, many of which are rare books and computer with internet facility.
- The student-teacher relationship is extremely cordial.
- Carrying on the pioneering role of female education in hill area, more than 50% of the student strength for successive years is constituted by girl students of this college. The College has been instrumental in promoting gender equality in the region.
- Workshops, conferences, departmental organized internships, seminars, symposia and colloquia are held at regular intervals throughout the year
- The Innovation and Incubation Cell of the College organizes several workshops to inspire the students to tap their innovations for economic and psychological empowerment.
- Social involvement instinctively drives faculty and students of the College to respond to social issues in the society.
- College ensures an inclusive workplace by fostering a community spirit at work

Institutional Weakness

Institutional Weakness

- Student enrolment is not up to the mark, all the seats in all the Departments are not filled up.
- The geographical location of the College makes collaboration with other reputed Institutions difficult as it becomes very expensive to host the collaborative programmes.

- Research output at the Institution level is not up to the mark quantitatively, primarily due to lack of regular financial grant from Govt. and other National agencies.
- Infrastructure, particularly, toilets, girls' and boys' common room, etc. need massive improvement, but due to paucity of funds, the upkeep of facilities is not always possible.
- Space constraint, due to location of college in hilly zone, is one of the weaknesses of the College.
- Shortage of non-teaching staff members, shortage of modern tools & infrastructures to conduct advanced research and linguistic weakness among some students.
- Transfer of teachers at times create a shortage of manpower and sometimes disrupts the momentum.
- Vacancies for Librarian posts and non-teaching staff need to be filled up. Due to shortage of Library staff, it has not yet been possible to operate the library beyond normal College hours. Maintenance of library is also difficult for shortage of staff.
- As the college is affiliated under North Bengal University at the UG level, its contribution in curriculum designing and modification remains limited.
- Darjeeling has shortage of adequate clean water supply and the College is a victim of this situation which is beyond the control of the College.

Institutional Opportunity

Institutional Opportunity

- Further expansion of postgraduate courses in Chemistry, Geography, Political Science will benefit the hill region as considerable demand exists for harnessing the opportunity for postgraduate studies in these Departments.
- The College library gives the opportunity to the students and staff of the college to access various textbooks, reference books, story books and books for preparing of various competitive examinations. The Library subscribes regularly to Infflibnet which makes thousands of journals and books available to faculty and students online. The library requires immediate automation of its services with latest softwares and hardwares. Besides the central library all Departments have well stocked seminar libraries for the benefit of students.
- The success of the students in all-India level entrance examinations such as UGC-NET, GATE, IFS, Combined Defense service etc. has increased the expectation of pupils from the institution.
- Internet facilities exist in different departments which will create a better connectivity among the stakeholders and will increase the academic output of the College to a great extent.
- A Photocopy Centre is available in the college campus, where the students can get the facilities of photocopy at a low rate.
- It has provision for adult and continuing education through IGNOU.
- It has employment assistance through career counseling programme.
- The college has been conducting various professional examinations on holidays.
- Active NCC and NSS units of the College undertake several extension programmes to improve the moral and ethical standards of the College.
- The College has very advanced multi-gym facilities to take care of the physical and psychological needs of the students.

Institutional Challenge

Institutional Challenges

- The College has limited resources for imparting formal education to a larger student base. The demand pattern during admissions reflects a worrying trend. For example, during the current session demand-ratio for each seat of English and Geography Major stands high. The college needs a holistic plan to accommodate more students.
- Upgradation of status will require structural and statutory changes. The development of a perspective plan for a longer period with short term sub-plans is dependent on the State Government policy as the College is guided by the State Government rules and regulations, pertaining to recruitment of staff, income and expenditure. All employees are subject to the West Bengal Service Rules and West Bengal Financial Rules. The State Government, however, welcomes proposals for development.
- Academic planning for UG level is dependent on North Bengal University, though the University welcomes suggestions.
- The academic performance of the students is good, yet there remains further scope for improvement.
- Given the annual increase in intake capacity, the challenge is to retain and enhance the quality performance. Smooth integration of all these graduates in the job-market remains a challenge.
- Without the removal of obsolescence of technology from time to time, the restructuring of syllabus and the improvements or upgradation of laboratory facilities, the present advantages will be difficult to be sustained

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Curricular planning is the cornerstone of any higher educational institution. As an affiliated college, Darjeeling Government College largely relies on the curricular framework and guidelines provided by the University of North Bengal. Our responsibility encompasses academic planning and effective implementation of the curriculum. This includes adhering to a flexible academic calendar and systematically arranging and documenting the continuous internal assessment of students.

- In 2018-19, all academic departments successfully adopted the new Choice Based Credit System (CBCS) curriculum introduced by the university.
- Since 2021, our college's curriculum has expanded significantly in terms of both core and add-on courses.
- The College has maintained academic diversity by introducing 22 add-on courses in the last five years that align with emerging trends and local needs with courses in Computer Applications, Tally ACE, Multi-farming, Creative Writing, Competitive Mathematics, and more.
- The introduction of a Tibetan Certificate course has strengthened the core curriculum.
- The College adopts innovative experiential teaching-learning methods like practical classes, excursions, study tours and projects in most of the subjects.
- Mechanism of collecting feedback on various curricular aspects from different stakeholders, including students, alumni, and faculty is in place. This feedback, gathered through structured formats, provides valuable insights and plays a crucial role in initiating and sustaining quality initiatives within the

institution.

Teaching-learning and Evaluation

Darjeeling Government College established in 1948 lays paramount emphasis on teaching-learning process. Teaching-learning process is the backbone of academic advancement of any Institution. Some of the major achievement in transaction of regarding Teaching-Learning and Evaluation Process during the Academic Session 2018-2023 are as follows:

- 50.90% students were enrolled during the last five years (2018-2022).
- 50.79% seats in reserved category were filled up in last five years (2018-2022)
- Teacher student ratio in the College is 1:31.
- Percentage of full time teacher against sanctioned posts is 92.34 %.
- The Institution has adopted student's centric methods for providing necessary knowledge and skills to the students.
- The Institution is having well organized ICT system for effective teaching learning process.
- Faculties of the Institution have attained stipulated academic criteria as enshrined by UGC and constantly cultivating their academic profile for consistent upgradation.
- Percentage of full time teacher with NET /SET/ Ph.D is 80.03%.
- The College follows the examination process under CBCS since 2018 as laid down by the affiliating University, The University of North Bengal.
- The College being an affiliated College cannot exercise much flexibility in designing the curriculum except through the BOS members to some of the departments. 9 teachers of the College are members of the BOS of different subjects at North Bengal University.
- Pass percentage of students during academic sessions 2019-2023 is 85.35%
- The College conducts orientation course for three days at the commencement of every academic year for newly admitted students to make them aware of POs, PSOs and COs of their respective Courses.
- The College website prominently displays POs and COs in each Course curriculum.

Research, Innovations and Extension

Darjeeling Government College for the last seventy five years has made significant contribution in Research and Innovation.

- The College has provision for study leave for faculty pursuing research at doctoral and post- doctoral level.
- The IQAC and College administration encourages the Faculty to attend various professional courses and faculty development programmes as well as seminars, symposium and conferences for updating knowledge in their respective fields.
- The IQAC and College administration encourages the Faculty to take up major & minor research projects.
- Some of the faculty members have active research projects and some have already completed the

projects with success.

- Three faculty members have been awarded with research Projects in the last five years and one faculty member has been awarded the prestigious Fullbright Fellowship for pursuing Post-doctoral research in the US.
- The total number of Research Paper published by the faculty members in UGC care listed journal during the last five years is 101 and 49 books/book chapters (2018-2022)
- The College has hosted 15 workshops/seminars/conferences during the period 2018-2023.
- The students of the College received 33 Awards and recognitions in NCC, NSS, Sports and Cultural events at University, State and National level during the period 2018-2023.
- The College has signed 13 MoUs and has 16 research collaboration activities with other educational institutions.
- The Institution has created an eco-system of innovation through Incubation cell to integrate research output in the academia with socio-economic empowerment of the community at large.
- The College actively engages in Extension activities to extend support and fulfill its commitment to larger society by raising awareness on social issues. In last 5 years NSS and NCC team of our college have undertaken about 34 programs, seminars and workshops on various social awareness like plastic free darjeeling, Blood Donation, Fund raising for donating serious injury patient, Swach Bharat campaign, youth parliament camp, tree plantation camps, Nukkad Natak and mass awareness rally, Azadi ka Amritmahotsov etc.
- NSS and NCC of our College conduct various special camps for community development in neighbouring area of college every year.

Infrastructure and Learning Resources

Darjeeling Government College, established in 1948 has developed adequate facilities for teaching-learning and other curricular and co-curricular activities with active support from the Government of West Bengal in Higher Education Department.

- The College has five academic buildings: Main Block, Geography Building, New Science Building, Physics Building, and Library Building.
- The College has more than 50 spacious classrooms, three smart classrooms, one auditorium, four seminar halls, one state of the art gymnasium, Cheap Canteen and adequate number of toilets.
- More than 18 classrooms with ICT facilities and 26 laboratories
- The College has seventeen undergraduate and four post graduate departments.
- All the Departments are equipped with computers, printers, scanners and photocopiers. All Departments also have well equipped seminar libraries for the benefit of the students and faculty.
- The college has dedicated rooms for NSS, NCC, Boys common room and Girls Common room.
- The College has three well-furnished Girls' Hostel.
- The College has the oldest IGNOU centre in whole of North Bengal.

- The College also hosts the District Centre of Satyendranath Tagore Centre for Civil Service, an initiative of the Government of West Bengal to train students to take civil services as their career at a very nominal fee.

Library

The Central Library of Darjeeling Government College is its pride. The Central Library is located in a beautiful building well ventilated with large windows and stained glass artworks. The ambience of the library attracts the students and teachers to use the Reading room facility

- The Central Library is automated with Integrated Library Management System (ILMS) Koha with OPAC facilities hosted on College website.
- The Central Library has more than 65000 old and rare books in the lending and Reference Section
- The library regularly subscribes to INFLIBNET and other e-resources.
- The Central Library facilitates open access e-material for the students and faculty.
- The Library has computers to access e-material for academic purposes.
- The Library conducts seminars and workshops on accessing e-material and online courses through Government supported portals like SWAYAM, NPTEL, E-Pathshala, Shodhganga, etc.
- All the Departments have seminar libraries for the benefit and convenience of the students and faculty members.

Student Support and Progression

Darjeeling Government college supports students to ensure proper participation in academics, sports and cultural activities. The College takes steps to provide guidance to the students and encourage them to pursue higher education professions for their bright future.

Some of the achievements of the college regarding this criterion are as follows:

- Financial support to the students through various Scholarship Schemes. In last five years 2505 students have received Government Scholarships.
- The college has achieved the milestone of being “The best college in implementing Kanyashree Prakalpa in 2022-23”.
- College took initiative to enhance soft skill, life skill, communication skill of students to prepare them for recent trends in technology and computing skills by conducting various programmes time to time in collaboration with various agencies.
- Faculties of the college Ms. Priyanka Saha and Mrs. Sheela Karjee conducted workshops on menstrual health and handling of sanitary vending machine to increase health and hygiene skill of students.
- The college arranged various career counseling programmes throughout the years by inviting experts from different organizations. Experts and resource persons from RICE, NIIT, SSC Eastern region, Siliguri Institute of technology came to conduct career counseling sessions.
- The college is the District Centre for Satyendra Nath Tagore Civil Services Coaching Centre of

Government of West Bengal.

- The college has strict and clear guidelines to follow anti-ragging, anti-sexual harassment policies.
- Internal Complaints Committee has been formed following UGC guidelines to stop sexual harassment cases in the Campus.
- In last five years 103 students have qualified NET, GATE, SET/SLET etc.
- The college arranged 2 placement drives in last 5 years in which 7 students were placed in various companies.
- 320 students progressed to higher education including post-graduation and Ph.D in last five years.
- 24 award/medal has been achieved by our students in International / National / State / University level sports/cultural activities in last five years.
- Our students participate in various sports/cultural activities organized either by our institution or other institutions. In last five years they have participated in 73 such events.
- There is a registered alumni association in the college.

Governance, Leadership and Management

Darjeeling Government College is directly managed, supervised and funded by the Government of West Bengal in Higher Education Department. The Institution has a well-defined Management structure as established by the Government.

- Principal Secretary, Higher Education Department and the Director of Public Instruction are at the apex of the governance structure.
- The Principal/Officer-in-Charge of the College is responsible for academic and administrative activities in the College.
- The College is run in accordance with the vision and mission of the College and perspective plan prepared by IQAC.
- College administration is decentralized through the various Committees of the Teachers' Council .
- The College implements e-governance in Administration, Finance and Accounts, Student Admission, Students' support and Examination.
- The College conducts internal financial audit every year. The Auditor and Controller General, West Bengal conducts external audit.
- The College has a well-defined performance appraisal system as laid down by the Government of West Bengal. The Teachers maintain Daily Performance Report. The Principal/Officer-in-Charge sends Annual Confidential Report and Special Confidential Report for every teacher to the Director of Public Instruction. It is mandatory for all teachers in WBES/WBSES cadre to submit Self-Assessment Report every year online to the Department of Higher Education.
- The promotion and incentives for Higher Qualification of the teachers is executed by the Higher

Education Department in accordance with extant Government Orders and UGC Guidelines.

- Several welfare measures like pensionary benefits, Leave salary, annual increments and incentive increments and cashless medical insurance under West Bengal Health Scheme 2008 are available to the teachers. Teachers also avail maternity leave, Child Care Leave and paternity leave.
- The College being a government institution cannot seek funds from any other agencies apart from Government of West Bengal. The allocation and utilization of funds for the College are approved by the Higher Education Department, Government of West Bengal.
- Internal Quality Assurance Cell (IQAC) contributes significantly for institutionalizing the quality assurance strategies and processes.
- Quality assurance initiatives of the College include: Academic and Administrative Audit Report, Green Audit, Energy Efficiency Report, Gender Audit and Collaborative quality initiatives.

Institutional Values and Best Practices

Darjeeling Government College with a heritage of more than 75 years is strongly committed to serve the society beyond the periphery of academic excellence.

The Best practices of the College focus on:

Promotion of Gender Equity through various Committees and cells actively promote Gender Equality and Equity.

Energy Conservation- The college promotes energy conservation and takes initiatives to minimize energy consumption

Management of waste: The College has created a compost pit for generating leaf compost/manure to be utilized for maintaining the Gardens and greenery around the college. Other wastes are disposed off through the Darjeeling Municipality waste carriers. The college is declared as a plastic free zone. The E-waste is disposed of following prescribed rules.

Water Conservation: The College has a functional rainwater-harvesting system maintained by the PWD, Darjeeling.

Disabled-friendly and Barrier free Environment- The campus is supportive towards maintaining barrier free environment for *divyangjan* students.

Green and Energy Audit: The College undertakes Internal and External Green and Energy Audit to facilitate a Green eco-friendly campus.

Beyond the campus environment promotion: The NSS and NCC Units organize environment and cleaning drives and awareness programs regularly beyond the campus.

Sensitization of students and employees to the constitutional obligations: The College sensitizes the students and staff to the constitutional obligations through curricular and extra-curricular activities.

Best Practice

Best Practice-I: The College endeavors to enhance the knowledge regarding menstruation and increase the awareness on menstrual hygiene and management within and outside the campus.

Best Practice-II: “Endemic and Rare Orchids Conservation through Tissue Culture Techniques with Community Involvement,” is a unique and multi-faceted approach to biodiversity conservation.

Institutional Distinctiveness:

Tibetan Department at Darjeeling Government College-The College is proud to have a department of Tibetan started in 1958 adds to the institutional distinctiveness of the college. It highlights the College’s commitment to preserving and promoting cultural heritage of the region. The Department’s work not only enriches the academic landscape but also contributes to the broader understanding and appreciation of Tibetan culture and its connections to the Indian Knowledge System.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	DARJEELING GOVT.COLLEGE
Address	Darjeeling Government College, 19, Lebong Cart Road, District- Darjeeling, State- West Bengal
City	DARJEELING
State	West Bengal
Pin	734101
Website	www.darjeelinggovernmentcollege.com

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	PROJJWAL CHANDRA LAMA	0354-2255020	9832375255	0354-2254078	dgc.principal@gmail.com
Associate Professor	Sherap Bhutia	0354-2254225	9339607601	0354-2254019	iqacdgc1948@gmail.com

Status of the Institution	
Institution Status	Government

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

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details

State	University name	Document
West Bengal	University of North Bengal	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	20-01-2015	View Document
12B of UGC	20-01-2015	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	Darjeeling Government College, 19, Lebong Cart Road, District- Darjeeling, State- West Bengal	Hill	4.5	80000

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, HONOURS	36	Higher Secondary	Bengali	0	0
UG	BA,Bengali, SINGLE MAJOR WITH SINGLE MINOR	48	HIGHER SE CONDARY	Bengali	150	2
UG	BSc,Botany, HONOURS	36	HIGHER SE CONDARY	English	0	0
UG	BSc,Botany, SINGLE MAJOR WITH SINGLE MINOR	48	HIGHER SE CONDARY	English	60	32
UG	BSc,Chemistry,HONOURS	36	HIGHER SE CONDARY	English	0	0
UG	BSc,Chemistry,SINGLE MAJOR WITH SINGLE MINOR	48	HIGHER SE CONDARY	English	111	15
UG	BCom,Commerce,SINGLE MAJOR WITH SINGLE MINOR	48	HIGHER SECONDARY	English	250	36
UG	BCom,Commerce,HONOURS	36	HIGHER SE CONDARY	English	0	0
UG	BA,Economics,HONOURS	36	HIGHER SE CONDARY	English	0	0

UG	BA,Economics,SINGLE MAJOR WITH SINGLE MINOR	48	HIGHER SECONDARY	English	75	4
UG	BSc,Economics,HONOURS	36	HIGHER SECONDARY	English	0	0
UG	BSc,Economics,SINGLE MAJOR WITH SINGLE MINOR	48	HIGHER SECONDARY	English	75	5
UG	BA,English,SINGLE MAJOR WITH SINGLE MINOR	48	HIGHER SECONDARY	English	125	111
UG	BA,English,HONOURS	36	HIGHER SECONDARY	English	0	0
UG	BA,History,SINGLE MAJOR WITH SINGLE MINOR	48	HIGHER SECONDARY	English	150	135
UG	BA,History,HONOURS	36	HIGHER SECONDARY	English	0	0
UG	BSc,Mathematics,HONOURS	36	HIGHER SECONDARY	English	0	0
UG	BSc,Mathematics,SINGLE MAJOR WITH SINGLE MINOR	48	HIGHER SECONDARY	English	150	15
UG	BSc,Microbiology,HONOURS	36	HIGHER SECONDARY	English	0	0

	URS					
UG	BSc, Microbiology, SINGLE MAJOR WITH SINGLE MINOR	48	HIGHER SECONDARY	English	40	19
UG	BA, Nepali, HONOURS	36	HIGHER SECONDARY	Nepali	0	0
UG	BA, Nepali, SINGLE MAJOR WITH SINGLE MINOR	48	HIGHER SECONDARY	Nepali	125	116
UG	BA, Philosophy, SINGLE MAJOR WITH SINGLE MINOR	48	HIGHER SECONDARY	English	165	97
UG	BA, Philosophy, HONOURS	36	HIGHER SECONDARY	English	0	0
UG	BSc, Physics, HONOURS	36	HIGHER SECONDARY	English	0	0
UG	BSc, Physics, SINGLE MAJOR WITH SINGLE MINOR	48	HIGHER SECONDARY	English	111	9
UG	BA, Political Science, SINGLE MAJOR WITH SINGLE MINOR	48	HIGHER SECONDARY	English	150	142
UG	BA, Political Science, HONOURS	36	HIGHER SECONDARY	English	0	0

UG	BA,Tibetan, CERTIFICA TE	12	HIGHER SE CONDARY	English	50	17
UG	BSc,Zoology ,SINGLE MAJOR WITH SINGLE MINOR	48	HIGHER SE CONDARY	English	60	40
UG	BSc,Zoology ,HONOURS	36	HIGHER SE CONDARY	English	0	0
UG	BA,Geograp hy,HONOU RS	36	HIGHER SE CONDARY	English	0	0
UG	BSc,Geograp hy,SINGLE MAJOR WITH SINGLE MINOR	48	HIGHER SE CONDARY	English	60	35
UG	BSc,Geograp hy,HONOU RS	36	HIGHER SE CONDARY	English	0	0
UG	BA,Geograp hy,SINGLE MAJOR WITH SINGLE MINOR	48	HIGHER SE CONDARY	English	0	0
UG	BSc,Bsc,MU LTIDISCIPL INARY	36	HIGHER SE CONDARY	English	0	0
UG	BSc,Bsc,PR OGRAM	36	HIGHER SE CONDARY	English	0	0
UG	BCom,Bcom, PROGRAM	36	HIGHER SE CONDARY	English	0	0
UG	BCom,Bcom, MULTIDISC IPLINARY	36	HIGHER SE CONDARY	English	0	0
UG	BA,Ba,PRO	36	HIGHER SE	English,Hind	0	0

	GRAM		CONDARY	i,Bengali,Urd u,Nepali		
UG	BA,Ba,MUL TIDISCIPLI NARY	36	HIGHER SE CONDARY	English,Hind i,Bengali,Urd u,Nepali	0	0
PG	MSc,Botany,	24	UNDER GR ADUATION	English	38	30
PG	MA,English,	24	UNDER GR ADUATION	English	50	35
PG	MA,Nepali,	24	UNDER GR ADUATION	Nepali	50	30
PG	MSc,Zoolog y,	24	UNDER GR ADUATION	English	38	27

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	5				0				117			
Recruited	0	0	0	0	0	0	0	0	53	25	0	78
Yet to Recruit	5				0				39			
Sanctioned by the Management/Soci ety or Other Authorized Bodies	0				0				28			
Recruited	0	0	0	0	0	0	0	0	8	20	0	28
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				65
Recruited	15	12	0	27
Yet to Recruit				38
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				10
Recruited	5	0	0	5
Yet to Recruit				5
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
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	0	0	0	29	8	0	37
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	31	37	0	68
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	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

Part Time 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	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	
	0		0	

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	383	6	0	0	389
	Female	417	7	0	1	425
	Others	0	0	0	0	0
PG	Male	28	1	0	0	29
	Female	93	0	0	0	93
	Others	0	0	0	0	0
Certificate / Awareness	Male	4	0	0	0	4
	Female	13	0	0	0	13
	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	92	36	71	32
	Female	75	53	73	31
	Others	0	0	0	0
ST	Male	162	167	97	67
	Female	152	184	140	93
	Others	0	0	0	0
OBC	Male	149	116	100	47
	Female	140	138	92	67
	Others	0	0	0	0
General	Male	370	332	387	226
	Female	367	446	421	298
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1507	1472	1381	861

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	<p>The college/institution focuses on holistic and multidisciplinary education which will develop all capacities of human beings intellectual, aesthetic, social, physical, emotional, and moral in an integrated manner. This type of multidisciplinary and interdisciplinary program shall be in the long term the approach of all undergraduate and post-graduate programs. The Institution in its preparedness for NEP plans to focus more on departments like Languages, Literature, Philosophy, Cultural and social activities, Mathematics, Statistics, Pure and Applied Science, ICT based learning, Sports, Translation and Interpretation, and other such subjects needed for a multidisciplinary, stimulating to holistic grooming of</p>
---	--

	<p>a student. The Institution plans to form a 'light but tight' regulatory system which will help to move towards a multidisciplinary concept of education. Finally, students will be given opportunities for an internship with local industries, businesses, crafts people, etc, so that they may actively engage with the practical side of their learning and finally improve their employability.</p>
2. Academic bank of credits (ABC):	<p>As per National Education Policy 2020, the Academic Bank of Credits (ABC) has been envisaged to facilitate the academic mobility of students with the freedom to study across the Higher Education Institutions in the country with an appropriate "credit transfer" mechanism from one programme to another, leading to attain a Degree/Diploma/etc. The features of ABC are--- i) it allows academic institutions to lodge and maintain the integrity of the credits. ii) it maintains the authenticity and confidentiality of student credits. iii) it enables easy credit transfer through digital mode. iv) it facilitates faster credit recognition. The benefits of having ABC-ID are--- i) enables student mobility--- multiple entry and multiple exit facility for students. ii) academic flexibility--- anywhere anytime learning of students. iii) allows student to choose own learning path and study at their own pace. iv) transparency of the learning achievements of student throughout the country. Process of sign-up for students: 1. Visit the official website of ABC: www.abc.gov.in 2. Click on Login>Student 3. If already have a digilocker account, sign in. 4. For new user, click "Sign Up for Meri Pehchaan" 5. Enter mobile number (which is linked with Aadhar Card) and click on "Generate OTP" Submit the OTP and click on Verify. 6. Fill all the necessary details and click on Verify. 7. ABC ID will be generated. The ABC ID must be noted down for future reference. The first notice regarding ABC came from University of North Bengal on 4th April 2023, where Controller of Examinations instructed the Colleges to make students aware of ABC through banners and flyers. Students must be emphasized to create ABC ID for their own benefit. The action taken with regards to this notice was meeting by Students' Welfare Committee on 12th April 2023. The members of the Committee discussed about "creation of awareness regarding the ABC among students of DGC", how and when to start awareness</p>

	<p>programs, how to prepare for banners and flyers. The next meeting of Students' Welfare Committee took place on 18th April 2023, where the following resolutions were made: i) preparation of flexes (to be put up near the main entrance of the College) ii) preparation of flyers (to be distributed among students of each department of the College) iii) preparation of educational video regarding how to generate ABC ID. iv) seminar programmes to make students aware of ABC and how to create ABC ID. Seminars on ABC was organized by Students' Welfare Committee on 2nd May and 4th May 2023 for both the UG and PG students of DGC. Students were given knowledge about ABC and benefits of creating ABC ID. They cleared their doubts regarding process of making ABC ID shown via presentation. The speakers were Prof. Priyanka Saha, Department of Zoology (lecture in English), Dr. Binay Barman, Department of Bengali (lecture in Bengali) and Prof. Sagarika Subba, Department of English (lecture in Nepali). Dr. Sourav Chakraborty, Department of Botany helped in distributing the flyers among the students. The flexes were tied in front of the College main gate so that it is visible to all the students. From May 2023 onwards, students of DGC are creating ABC ID and the process is still going on.</p>
3. Skill development:	<p>Darjeeling Government College concentrates on skill enhancements that facilitate and empower students to acquire expertise and competence. The institution facilitates Skill Development training programs for UG and PG students under the guidance of the Career Counseling Cell. NSS and NCC as well as clubs like Photography Club, Literary Society, Music, Art, and Computer Application Training program operate for the holistic development of the students. Each and every department of this institution ensures that students enhance their creativity as well as provides value education to students to inculcate in them ethical values. During this period the college could conducted online programs and to impart training through NIELIT National Institute of Electronics & Information Technology where online training was given on computers, soft skills, web design, graphic design, etc.</p>
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>The integration of the Indian Knowledge System in our courses is an important step in preserving the cultural and linguistic diversity of India. The School</p>

	<p>of Languages and Literature at Darjeeling Government College is one of the most reputed ones. Courses like LCC and AECC in the syllabus have given opportunities to students to take up Indian Languages. Darjeeling Government College boasts of contributing to the literary fields, especially Nepali Literature. Faculty members are also encouraged to use Indian languages to benefit the students. The departments of Bengali, English, Hindi, History Nepali and Political Science in transacting the syllabus in UG and PG level impart substantial amount of instructions in Indian Knowledge System. The Tibetan Department organizes excursion on regular basis to expose the students to Indian Culture and Society. Commerce and Economics departments conduct projects regularly to make the students aware of the Indian Economic System.</p>
5. Focus on Outcome based education (OBE):	<p>The institution ensures that the academic standards are maintained as well as prepares the students to appear for competitive examinations at State and Union level as well as private sectors. Focusing on outcome-based Education, the Institution monitors continual quality improvement by maintaining academic standards in all spheres. The Institute caters towards fulfilling the requirement of the curriculum. Issues in teaching and learning are taken care of like continuous formative assessment and mapping the curriculum and updating regularly to align with the latest knowledge requirements and to meet specified learning outcomes so that by the end of the educational experience, each student should achieve the goal. The faculty members are directed to offer motivational classes for the holistic development of the students. All departments of the institution have well documented Program Outcomes and Course Outcomes which are shared with the students through Orientation Program and College website. All departments maintain reports regarding student progression to higher education and various profession. Many students have been successful in clearing these exams and have also got placements in different companies.</p>
6. Distance education/online education:	<p>Darjeeling Government College does not have the mandate from the Government of West Bengal to conduct distance education directly. However, the college has a IGNOU study centre. This has been a great boon for many students who wish to continue</p>

their education while living in the area. The centre has been a great success, with a good number of students enrolled in various courses. The centre has also provided a platform for students to interact with each other and form meaningful connections. With the help of this centre, students can now access quality education without leaving their homes. This has been a great achievement for our college and a great contribution to the hill area. As far as online education is concerned, during the covid-19 lockdown, we do move our classes online. This has been a difficult transition, but it has allowed our students to continue their education without interruption. Online education has provided students the tools and resources to stay on track with their studies, while also providing a safe and flexible learning environment. The move to online education has also enabled us to reach more students and provide them with more personalized learning experiences. While online education has its challenges, it has been a valuable resource for students during the Covid-19 lockdown. Our IQAC had made a comprehensive set of recommendations in the Governing body for promoting online education in the recent case of epidemics in order to ensure preparedness whenever and where ever possible. A dedicated unit for this purpose has been encouraged and developed. The Faculty encourages the students to join online classes during long vacations and weekends for doubt clearing sessions and tutorial.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, Electoral Literacy Club has been set up in the college for the academic session 2022-2023(April 2023). Since its establishment Electoral Literacy Club has been enagaging students through activities to sensitize them on their democratic and electoral rights and to familiarize them with the electoral process of registration and voting but in an apolitical, neutral and non- partisan manner.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs	The Nodal Officers of the Electoral Literacy Club has been appointed by the Officer-in Charge of the College. The Executive Committee has been set up

are representative in character?	from the elected representatives from each class who are enrolled as voters. The students' Co-ordinator has also been nominated by the Executive Committee of the ELC. The ELC of our college is functional in character with active participation of the students in Voters Awareness Campaigns. The ELC of our college is representative in character as most of the members of the Executive Committee are elected representatives from each class. The members are from different departments of the college including B.A, B.SC and B.Com students both Honours and Program.
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 ELC has conducted Voters Awareness Campaign in the College. A Wall of Democracy has also been set up in the college. The ELC in collaboration with the Writers' Club, Darjeeling Government College has organised talks on Electoral democracy.
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 electoral processes, etc.	Awareness Drives in the College have been conducted by the ELC. The NSS regularly conducts awareness programmes for motivating students to cast their vote during the elections. The College regularly organises various awareness programmes for students and staff on constitutional obligations of dutiful citizens. Several departments have topics on constitutional obligations embedded in their curriculum.
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.	The ELC of our College conducted an Awareness Campaign in the month of August, 2023 to sensitize the 1st Semester students about electoral democracy. The ELC members talked about the value of each vote, motivated their peers to register themselves as voters and exercise their right to franchise in a confident and ethical manner making the Indian democracy vibrant.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
3682	2879	2560	1907	1732

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

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

Response: 133

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

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

2022-23	2021-22	2020-21	2019-20	2018-19
109	119	120	124	111

3 Institution

3.1

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

2022-23	2021-22	2020-21	2019-20	2018-19
25.98303	70.57903	13.44905	251.78324	219.00121

File Description	Document
Upload Supporting Document	View Document

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:

Darjeeling Government College being affiliated to North Bengal University, has to follow the University curriculum, though some teachers from the College as members of Board of Studies offer their suggestions that are usually considered in deciding the curricula of different subjects. Academic activities in the College run according to the Academic Calendar prepared by the IQAC in consultation with the Departments, in accordance with the Academic calendar of the University. Academic Calendar is displayed on the College Website, providing tentative dates for the commencement of sessions, class tests, internal examinations, holidays as per Government of West Bengal Holiday List, institutional events, vacations and session breaks. The College strives to adhere to the Academic Calendar as far as possible to keep the students, teachers and non-teaching staff remain aware of the upcoming events.

Mechanism for Curriculum delivery:

The Routine committee of the College prepares Class Schedules in the form of Master Routine taking into cognizance departmental priorities for each semester for both UG and PG courses.

The academic session begins with departmental meetings at every department, subsequently leading to the distribution of topics. Individual teacher after due consultation with the Heads of the Department chalk out strategies of teaching and initiate preparation of lesson plans in accordance the course structure.

Teachers discuss the tentative teaching plan with the students to make them aware of the distribution of the syllabus. Syllabus distribution, teaching plans and individual class records are maintained to ensure that the syllabus is completed within the stipulated time.

Different methods for teaching-learning, apart from the traditional chalk-and-talk method are employed including ICT tools, audio-visual aids, power point presentations etc. Practical classes are conducted regularly for Laboratory based subjects.

Tutorial classes for each paper are held according to the routine. Special classes are also arranged in online or offline mode to assist students as per requirement. Mentors also help the students with online materials, PPTs and video learning material.

Through mentoring sessions in the tutorial classes, students freely discuss their academic problem with their mentors.

The College Library provides regular book lending services and quality reference books. Besides, every

Department has seminar library to facilitate the students and faculty.

Class tests, assignment submission, student's seminar are part of the Continuous Evaluation related to teaching-learning process. Departments conduct Test Examination to assess the preparation of the students before each semester examination conducted by the University, the results of which are duly displayed on Departmental Notice Boards.

Wall magazines are prepared by students in some Departments under the guidance of the teachers, reflecting their creativity, awareness of academic topics and different contemporary issues.

Excursions and field surveys are organized by several departments for experiential learning of the students.

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

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 20

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Other Upload Files

1

[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 4.58

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
358	226	0	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 in transacting the Curriculum

Response:

Cross-cutting issues are assimilated in curriculum transaction in the following manner:

A three day Value Education course is organized for the newly admitted students at the beginning of every Academic Session to raise awareness on Constitutional duties, healthy lifestyle, human rights and environment and sustainability. Resource persons from both within and outside the College address the students.

Professional Ethics:

Department of Commerce organizes Add-on courses in collaboration with reputed companies to raise the awareness on professional ethics and values to make the students efficient professionals in future. Philosophy Department also organizes Add-on courses on Professional ethics from time to time.

Gender Concern:

Gender issues like gender discrimination and its solutions, gender rights, gender violence and its redressal, need for positive discrimination to ensure gender justice are well integrated in courses of Political Science, History, Geography, Economics, English, Bengali, Hindi and Nepali. Moreover, these subjects also teach Feminism, Ecofeminism and Women Education in transacting the curriculum. Internal Complaints Committee organizes seminars and workshops on Gender issues from time to time.

NSS organizes awareness programme in nearby villages on the importance of personal and mental hygiene, food and nutrition, especially for the women.

Human Values:

Subjects like English, Hindi, Bengali, Nepali, History, Political Science, Economics and Geography address the issues of human values in transacting the curriculum by way of discussing Social Changes, Social Problems and their redressal. The discipline of Philosophy has topics like Humanism, Euthanasia, ethical debates about suicide, Social and Political Philosophy embedded in the syllabus. Science subjects like Zoology and Botany also has topics of ethical use of natural resources in their Undergraduate and Postgraduate syllabi.

Human values are further fostered through NSS and NCC activities like village service and national integrity programmes.

Environment and sustainability:

Environmental and sustainability concerns and their solutions are embedded strongly in the curriculum of almost all the subjects taught in the College, particularly Political Science, Zoology, Botany, Economics and Geography. Postgraduate syllabus of English has an entire DSE paper on Environment and Literature which the students may choose to study.

The syllabi of subjects like Zoology, Botany, Geography and Chemistry particularly focus on different dimensions of environment ranging from biosphere, ecosystem, ecology, biodiversity, sustainable development, renewable and non-conventional energy sources, resource conservation, environmental economics, environmental ethics, green chemistry and so on.

The curriculum of all subjects include Environment as an AECC paper at UG level to raise the awareness of the students on Environmental Pollution, Environmental Hazards & Disasters, Environmental Impact Assessment (EIA), Man-Environment relationship indicators and approaches to sustainable development concerns and related policies and programmes.

Beyond the curriculum, the NSS and NCC organizes cleanliness drives, plantation drives and awareness programmes hazards of plastic use and other issues in the fragile ecosystem of the Hills.

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: 40.25

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

Response: 1482

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

Response: B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 52.9

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
1507	1471	1381	861	740

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
2417	2398	2398	2060	1993

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 40.24

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
559	491	507	268	215

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

2022-23	2021-22	2020-21	2019-20	2018-19
1088	1079	1079	927	897

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio

2.2.1

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

Response: 33.78

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

In order to promote experiential learning, several Departments in the College organize field trips and excursions as integral part of transacting the curriculum. The Department of Zoology arranges visits to National Parks, Marine bases and Bird Sanctuaries. The Department of Geography conducts field trips to study geomorphic landforms and the Department of Botany maintains a medicinal plant garden, besides conducting excursions.

Practical classes are part of the curriculum of all Science Departments; Physics, Chemistry, Mathematics, Zoology and Botany.

Use of ICT and online resources has increased substantially in recent years. Teachers have access to NList Journals through Infilbnet, which is regularly subscribed by the College. Teachers encourage students to gather information from e-journals and public domain e-resources. Use of study material from internet is part of the daily routine of teachers in transacting the classes in almost all departments. Students are also trained in using their devices (smart phones) to clear doubts by using the data provided by the College in classroom in some Departments. During long vacations (particularly the winter vacation) and holidays teachers engage the students in online classes for doubt clearing sessions and relevant Academic discussions. Using Power point presentations have become a daily routine in many of the Departments.

Add-on programmes in ICT and soft skills are conducted regularly in the College.

The teachers of language Departments (English, Bengali and Nepali) use audio-visual media for various classes to expose students to various forms of art. The Tibetan Department organizes field trips for firsthand experience of Tibetan culture and heritage.

Political Science Department organizes Youth Parliament Competitions to introduce the students to experience how the Parliament really works.

Poster-making, Student seminars and presentations, Group discussion, Wall magazines and project works are some of the commonly used methods in several Departments to promote experiential and participative learning to build co-lateral thinking and problem-solving skills in the students.

Student involvement in activities of Writers' Club, Cine Club, Science Club and Photography Club also promotes experiential learning.

The institution also promotes awareness about environment through various outreach programs like tree plantation and cleanliness drives under the aegis of National Service Scheme.

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: 91.09

2.4.1.1 Number of sanctioned posts year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
128	128	128	128	128

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.2

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

Response: 79.76

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
87	97	96	99	86

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	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:

The examination system in the Institution is comprised of two vital sections: University Semester Examination under the Choice Based Credit System (CBCS) and Continuous Internal Assessment (CIA). In Darjeeling Government College, both the systems of Assessment run in coordinated manner.

The University semester examinations are run according to the University Academic Calendar and notification by the Examination Committee of the College.

Mechanism of Continuous Internal Assessment:

The College conducts Continuous Internal Assessment (CIA) in a well-orchestrated manner. The schedule of monthly tests at the end of each month is mentioned in the Academic Calendar of the College. The Departments are empowered to conduct internal class tests in the manner they think suitable. The marks secured by the students in the internal examinations are submitted to the Examination Committee within the stipulated date. The Examination Committee reviews the student performance and holds counseling sessions for very weak students, if necessary. The Departments advise their respective students on how to improve their performance. Once in every two months, Parent Teachers' Meeting is held according to the Academic Calendar to make the parents aware of their student's performance in academic as well as non-academic realms and suggestions are given to improve the performance of their wards.

Apart from the class tests, the component of internal assessment for University Semester Examinations are held separately as per University Academic Calendar and Notifications and marks are submitted to

the University for preparation of results. Even during the COVID-19 the College ensured timely submission of marks to the University after conducting continuous evaluative assessments via online modes.

Test Examinations are held before the Semester Examinations and the marks are displayed on the Departmental Notice Board. The Teacher Council reviews the performance of the students of all Departments after the publication of Test results before the commencement of the University Semester Examinations.

Any grievances related to internal examination and evaluation are reported to the Grievance Redressal sub-committee in the assigned drop box at the College gate. The Committee examines the grievances and addresses the issues in collaboration with the specific Department.

Mechanism for External/University Exams:

For External/University Exams, the College complies with the University regulations and notifications. The college ensures timely enrollment of students for Semester Examinations, intimates about issuance of Admit cards and follows the University timetable through a Central Examination subcommittee. The College makes arrangements for smooth conduct of such exams. Mark sheets, including SGPA and CGPA are issued promptly after University results are published. Evaluation of answer scripts is carried out by university-appointed teachers and grievances related to evaluation are reported to the University for review. The college acts as a liaison between the University and students for Post Publication Review (PPR) and Post Publication Scrutiny (PPS).

Overall, the mechanisms in place contribute to a comprehensive and fair evaluation of students' academic performance.

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

Response:

Programme Outcomes (POs) and Course Outcomes (Cos) are formulated and displayed in the website in order to give students a prior idea about what to expect from a particular course or programme. The POs

and the COs are uploaded on the College website for the benefit of both students and faculty members for proper planning and curriculum delivery.

The newly admitted students are made aware of the POs in Three Day Orientation programme at the start of the Academic Session.

The details of the outcomes expected from each course are explained in the departmental Orientation programmes on the very first day of the beginning of formal classes as per routine. Teachers explain the students the POs and COs and also communicate the strategies adopted to ensure attainment of POs, PSOs and COs.

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

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Attainment of POs, PSOs and COs are evaluated through several direct and indirect assessment tools.

1. DIRECT METHODS: Involves the performance of students in both Continuous Internal Assessment throughout the year and End-of-Semester Examination.

A. Continuous Internal Assessment: Understanding of a subject and related skill development is ensured and evaluated through class tests, student seminars, assignments, project works, laboratory performance.

Students are encouraged to ask questions and are imbibed in critical thinking so as to enable them to understand and analyze contemporary societal, environmental and cultural problems. Efforts are taken to enhance their communication skills to allow them to exchange ideas, thoughts and information effectively.

B. Semester Examination Performance Analysis: Grades obtained in formative and summative evaluations are the direct measures of attainment of specific Course Objectives (COs).

2. INDIRECT METHODS:

A. Robust Feedback mechanism: Feedback from students, alumni and parents are used to evaluate the attainment of students in respect of programme outcome, programme specific outcome and course

outcome.

B. Holistic development of students: The teachers try to inculcate in students a quest for knowledge and adaptability to the developments in the academic field in particular and in the society at large in general.

C. Student's progression: An important parameter of measurement of outcome of the programme is the progression of students to higher studies in various institutions of the state and the country.

D. Placement and employability: Employability and placement are two vital indicators of POs and COs.

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

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 85.35

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

2022-23	2021-22	2020-21	2019-20	2018-19
563	663	562	533	365

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

2022-23	2021-22	2020-21	2019-20	2018-19
827	690	588	533	509

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.51

File Description	Document
Upload database of all students on roll as per data template	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: 2.52

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

2022-23	2021-22	2020-21	2019-20	2018-19
00	2.515	00	00	00

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, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

All the departments prepare reports on the extent Indian Knowledge System (IKS) in transacting the curriculum. The College organizes workshops for teachers on how to integrate IKS in curriculum delivery. Two teachers from the department of Hindi and Tibetan have been selected for Short Term Course on IKS at Banaras Hindu University, Varanasi, Uttar Pradesh. Both the teachers have successfully completed the advance level of Master's Training Program on IKS at Central Sanskrit University, Bhopal, Madhya Pradesh. The teacher from the Department of Hindi has completed the third level of the training Discipline Specific Training Program of IKS at Vasanta College for Women, Varanasi, Uttar Pradesh.

The College has also established an Incubation Centre to promote Entrepreneurship among the students. As the locality in which the College is situated is famous for Tourism, Tea, and Flora and Fauna; students are encouraged to create contents that they can monetize. Several students of the College have

opened their Youtube channels after attending the sessions. They mostly create contents on local cuisine, culture and places of tourist interests. Some students have also created content for engaging youth in games and activities to ward of frustration and depression. Several students in the College have successfully monetized their endeavours and have already started to have substantial income.

Dr. Satyam Tamang, Faculty of the Botany Department has successfully cultured the tissues of several rare and endangered orchids of the region and transferred the knowledge to a few nurseries of the region. This has resulted in not only saving some of the endangered Orchid species but also has given opportunities for earning revenue to local entrepreneurs.

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: 12

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

2022-23	2021-22	2020-21	2019-20	2018-19
02	03	05	01	01

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: 0.26

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

2022-23	2021-22	2020-21	2019-20	2018-19
10	12	2	5	5

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	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: 0.08

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

2022-23	2021-22	2020-21	2019-20	2018-19
01	06	03	00	00

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Response:

Since its establishment, the college has cultivated a rich history of engagement and contribution to the local community, transcending the conventional boundaries of the teaching-learning process. Even amidst the challenges posed by the pandemic, the institution has adapted by organizing activities online, actively involving students and aiming to broaden and deepen their awareness, sentiments and compassion towards society, ecology and the environment. Here are glimpses of activities conducted under the supervision of the N.C.C. and N.S.S. units of the college:

Under the supervision of NSS:

- Workshop on the theme ZERO WASTE HIMALAYA at Mirik Busty, jointly organised by Zero Waste Himalaya and WWF
- College NSS team organized the “PLASTIC FREE DARJEELING” and rallied around the town carrying placards with messages.
- NSS conducted a huge “Fund raising programme” at Darjeeling for financial helping for donating seriously injury patient.
- Swachh Bharat Abhiyan: NSS volunteers of our college made Ecobricks from the plastics through Swachh Bharat Abhiyan program.
- Block level Neighborhood Youth Parliament organized by NSS, DGC in collaboration with Nehru Yuva Kendra (NYK), Darjeeling, W. B.
- Awareness programme on Minimalism and Sustainable lifestyle organized by our college NSS team.

- NSS volunteers of our college participated awareness seminar on Menstrual Health and Hygiene program
- Awareness programme on menstrual hygiene, good touch and bad touch and trafficking which are one of the most important social issues organized by our college NSS team.
- NSS, DGC observed Himalayan Cleanup in the campus program
- College NSS team organized “Har Ghar Tiranga” campaign.
- NSS team of our college participated in the Mega Blood Donation Drive.
- An Awareness Programme on Electronic waste (E-Waste) organized by NSS, DGC.
- An Awareness programme on ‘Water Conservation among the Tourists in Darjeeling’ was organised by NSS of DGC.

Besides these program, NSS unit of our college organised

Special Camp at the neighboring area of Darjeeling district. The aim of this program is, how to protect our environment and conducted an awareness programme on various problems faced by the students from their childhood to their youth and how to overcome all those obstacles in their life.

Under the supervision of NCC:

- Our NCC team organized Nukkad Natak Performance and Mass Awareness Rally on the theme “Cleanliness is Service” campaign.
- In Covid 19 pandemic period, online Yoga was conducted wherein interested cadets were encouraged to upload their yoga videos on social media.
- Online “Fit India Campaign” was conducted by NCC in Covid 19 pandemic period.
- World Health Day rally: College NCC organized an awareness small rally conducted by our 4th Bengal Girls battalion.

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:

Response:

Every year, the NCC unit of Darjeeling Government College (including 4 Bengal Girls Bn, NCC

Siliguri) organizes a number of social service activities in accordance with its commitment towards developing character, comradeship, discipline, spirit of adventure and ideals of selfless service among the youth. Since inception, the college unit has got distinct recognitions in various national and state events. A few of the prized possessions are delineated below:

- Students of our college participated in West Bengal State Student Youth Science Fair 2018 and awarded position in Under Graduate & Post Graduate Level science quiz Competition.

Sports and Cultural events:

- Abinash Shashankar (B.Com.) had participated in 1st Birgunj INDO NEPAL Taekwondo Championship 2019.
- Hemant Limbu and Rashap Diyali secured first and second position in 10,000 mtrs. Run in North Bengal University Inter College athletic meet 2018-19
- Abinash Shashankar had participated in SR-M group, weight category under 63 kg. and secured Gold position in North Bengal Taekwondo Championship, 2019 and another outstanding achievement in Nepal. Open International Virtual Poomsae and High speed Kick Taekwondo Championship. He also participated in 2nd Hero's Taekwondo championship International League Thailand and won Gold medal. He also participated in 1st online National Kyorugi Referee Seminar, 2021.
- Aryan Tamang received the certificate of appreciation in Voice of Nepal-3 for top 4th talent.
- Shruti Subba participated in Inter School and College Mini Marathon and secured 1st position. She was participated in the Block Level Open Marathon and Inter college District Sports and Games Championship and secured 1st position.
- Pandimit Lepcha a student of 4th Sem has participated in 2nd WAKO INDIA WEST BENGAL STATE KICKBOXING CHAMPIONSHIP 2022 and won GOLD place.
- Dewasish Rai a student of our College has participated in National Level Inter-College Music Festival "Synergy 2022" and awarded 1st position.
- Pandimith Lepcha and Sabnam Rai are students of Darjeeling Govt. College had played for Sethu Football club in Tamil Nadu state women's league and the team became the winners and champions of the league.
- Suraj Thami participated in "Tata Steel Kolkata 25 K" and secured 7th position in 10 km run. He also participated in "Kolkata Full Marathon" and secured 2nd position in 10 km run and "JSL NFR North-East Half marathon" and secured 5th position in 10 km run. He participated in "TCS World 10K Bengaluru" and secured 3rd position in 15-19 years Male category 10 Km run.
- Dr. Varsha Rani Gajmer Assistant Professor, Department of Microbiology, of our College awarded state level Young Scientist Award during Academic Year 2019-20

NCC Activities:

- Our NCC Cadet Nikhil Prasad has participated in NCC Combined Annual Training camp at Mungpoo, W. B.
- Our NCC Cadet Sonjak Tamang has participated in Annual National Cadet Crops Republic Day Camp, New Delhi.
- Our NCC Cadet performed awareness programme of "Nukkad Natak."
- Many of our NCC Cadets regularly participated in Annual Training Camp under NCC Directorate, Ministry of Defense, India.

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 organized forums including NSS/NCC with involvement of community during the last five years.

Response: 26

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

2022-23	2021-22	2020-21	2019-20	2018-19
07	07	01	06	05

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	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: 10

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

- The Institute offers 17 Undergraduate and 4 Post-graduate Programmes, i.e. Botany, English, Nepali and Zoology.
- The student strength in academic session 2022-23 with 3682.
- There are 50 classrooms in total.
- The College has 3 smart classrooms with ICT facilities in the Departments of Botany, English and Zoology.
- The Institute has 4 ICT enabled Seminar Halls.
- The College has a spacious Auditorium with 200 seating capacity for cultural programmes and seminars.
- There are total 26 laboratories which are well equipped, among which 6 are in Physics labs, 9 in Botany, 3 in Chemistry, 5 in Zoology, 2 in Microbiology, and 1 in Geography.
- The institute has 62 computers available for academic purposes.
- The College has a computer centre where student can access the devices for academic and official purposes.
- The College is Wi-Fi enabled where the students and faculty can access internet facility free of cost.
- All departments are equipped with computers with Printers, Photocopiers and Scanners used for official and academic purposes.
- The Central Library is automated with digital facilities using Integrated Library Management System (ILMS) Koha, adequate subscriptions to e-resources and journals.

- Central library has a collection of 65000 books and further all departments have seminar library for the convenience of the students and faculty.
- Satyendranath Tagore Civil Services Study Centre has been established to train students in the region for UPSC and WBCS examinations.
- The College is the oldest IGNOU Study Centre in North Bengal.
- The College has effective rain water harvesting facility.
- Automatic Weather Station has been installed in the College.
- The college has Sanitary Napkin Vending Machine and Incinerator to ensure menstrual health of the girl students.
- The college has a Cheap Canteen and Cheap store for students and faculty.
- The College has a state of the art gymnasium and indoor sports room.

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

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 51.42

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
0.00	52.8138	0	60.51298	185.30192

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

- The college library covers an area of 100'×35 sqft and further it has a two storied building and is expanded into two blocks.
- Library automation is going on using Koha ILMS. The database is being upgraded by entering the books on daily basis.
- As the Central Library is having more 65000 books, the data entry process has been started prioritizing the books issued to the users and the newly purchased and processed books.
- The library web page including OPAC and other online resources and services are being heavily used by the users.
- The digital library link is shared throughout the campus using QR code for easy access using mobile phones/tablets.
- The digital library/e-resources can be easily accessed by logging on to college website.
- The Central Library has subscription of the N-LIST, beside that many open access e-journals and databases have been enlisted to provide easy access to research papers and the current trend in various domains.
- Some of the major open access resources providers are Elsevier Science Direct, Springer open, Wiley open access, Sage open, Taylor & Francis open, DOAJ, Academic Journals, Scientific Research Publishing (SCIRP), OMICS International, JSTOR, Internet Archive, DOAB, Project Gutenberg and many more.
- Beside these international publishers, the central library has included many Indian Initiatives which provide free access to e-resources. Some of these are e-PG Pathshala, NPTEL, e-Gyankosh, NDLI, Shodhganga, Shodhgangotri, Swayam and many more. Along with this the library provides referral services as well.

- Archiving Darjeeling is the major initiative of the Central Library. This collection will gather all the printed resources available in the library collection regarding Darjeeling people, culture, history, biodiversity, ecology, religion, customs, Nepali and Bhutia language and society.
- The genre may further increase based upon the resource contents. This collection also includes gifted resources received from alumni, students and local people and others.
- The learning spaces are available for the users at the reference section itself.
- At a time nearly 100 users can sit and read in the reading hall. Most of the time the spaces are occupied for reference reading, project works, class assignment and exam preparation.
- The reading hall is having nearly 4000 reference books and some old periodicals which makes easier for the readers to get their required readings.
- Library is open access for everyone in the college; however there are certain rules and regulations to be followed by the readers so that library can keep smooth functioning of the resources.
- Further library staffs are instructed in handling of library register as well as filing the documents.
- For the progress of the library, the committee holds meetings as and when required.
- The college has seminar library which is looked after by the departments and the seminar library are enabled to access.

The library services are available for all types of users of the central library. The major services offered to the users by the library are;

- Book lending service
- Scan and reprography service
- Book locating service
- Reference reading services
- E-books delivery service
- Current Awareness Service
- Document delivery service
- Competitive exam assistance

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

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth

within a maximum of 500 words

Response:

During the Pandemic, Classes were conducted through online platforms like Google Meet and Zoom. Examinations and Assessments were conducted through Google Form and submission through E-Mails. Some special lectures also were held through Online platforms like Google Meet.

After the Pandemic, the good practices innovated during the crisis period is still continuing. Teachers often take online classes to provide additional classes and doubt clearing sessions for students over the weekend and during vacations.

The College provides IT as a learning aid to the students as well as the faculty members with various study and research materials. All the departments and the library of the college are equipped with ample numbers of Desktops, Laptops, Scanners, LCD Projectors and Printers. BSNL wireless internet facility (Wi-Fi) is accessible at different corners of the college and has been updated to optical fibre (FTTH) network with an average bandwidth of 150Mbps from 100 Mbps. Easy access to the internet from every Department gives better opportunity in the teaching learning process.

To support these IT network systems, all the computers and the requisites are connected to uninterrupted power supply and high-performance computing servers. All computers are monitored through the AMC and are regularly updated as and when suggested by the attending personnel. Photocopying facility is available in most of the Departments and in the College Cheap Store.

All the classes have WhatsApp group with Departmental teachers supervising the group activities. Teachers make efficient use of the platform to send Online Study Materials, educational videos and important links to the students for their self-study and academic progress. Important notices are circulated immediately in these groups and students are counseled on steps to be taken for filling up of forms and other Academic functions like dates of internal/external examinations, cultural and sports activities within the College as well as outside. Students are informed about career fairs, internship opportunities and other extra-curricular activities through these WhatsApp Groups. Teachers encourage using individual devices by the students in classroom to train them in using internet and online resources for self-study and development.

The College has three Smart class rooms at work with technical facilities. Close Circuit Cameras with HD DVR is installed in the Central Library and in the Office of the Principal.

Audio-visual Classroom is set up in the Ground floor of the Main Building of the College. It is used to host seminars, symposiums and other cultural functions in the College.

The Office of the Principal is also using the updated facilities of technology to carry out the administrative works. Apart from this, it also envisions a paperless administration, likewise the notices, general guidelines, circulars are disseminated to all departments through wireless medium.

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: 460.25

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

Response: 8

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

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

Response: 23.36

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)

2022-23	2021-22	2020-21	2019-20	2018-19
.99720	0.00	5.47500	118.5354	10.64658

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	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 institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 19.61

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
952	842	290	348	70

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

- 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
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	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: 0.96

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

2022-23	2021-22	2020-21	2019-20	2018-19
75	22	26	00	00

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

5.1.4

The institution adopts the following for 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: B. 3 of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	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: 12.17

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

2022-23	2021-22	2020-21	2019-20	2018-19
97	108	63	28	31

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

2022-23	2021-22	2020-21	2019-20	2018-19
563	663	562	533	365

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 3.05

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2022-23	2021-22	2020-21	2019-20	2018-19
18	21	13	17	3

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	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: 8

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

2022-23	2021-22	2020-21	2019-20	2018-19
3	3	0	01	1

File Description	Document
Upload supporting document	View Document
list and links to e-copies of award letters and certificates	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	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: 12.2

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

2022-23	2021-22	2020-21	2019-20	2018-19
34	15	03	05	04

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

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:

Darjeeling Government College Alumni Association (DCAA) came to existence on the 01.08.2008. The Alumni was first founded under the able Presidentship of Late Dr. Lalita Rai Ahmed (Former Principal, Darjeeling Government College) with Dr. Dhani Raj Chettri (now Professor, Sikkim Central University) as the first working Secretary and Dr. Projjwal Chandra Lama (now OIC, Darjeeling Government College) as the Treasurer.

It is a registered body under the West Bengal Societies Act, 1961 with registration No. S/1L/53876 of 2008-2009. The association till today has 62 life members. The association believes in its roles to reconnect with former students, expand your professional network, stay updated on college news and event and give back to your alma mater. The association has been regularly working on various upliftment works for the college, be it actively pursuing plantation drives around the campus or volunteering for the blood donation camps organised by college NSS and NCC units. The alumni have also funded for the scholarship programmes of various meritorious students and also students from economically weaker sections during the past years. The college alumni association has also been actively hosting various motivational and special lectures by the renowned alumni to encourage, educate and influence the students with various values which may help them to overcome obstacles and instil confidence.

The Alumni Association has committed to build one Toilet for the students and faculty right below the Geography Department at its own expense. The Association also plans to renovate some other facilities of the College in consultation with the IQAC, Teachers' Council and the Office of the Principal.

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

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

The vision of Darjeeling Government College is to be a center of academic excellence that grooms well-rounded graduates who are prepared to meet the needs of the nation, all while fostering a socially responsible and collaborative learning environment.

The mission of the College is

1. To advance knowledge for the benefit of the society, industry and environment
2. To train the next generation of graduates able to excel in either research or industrial or professional disciplines
3. We will behave with the highest level of honesty, integrity and professionalism
4. Committed to the high quality teaching and research
5. To encourage innovative approach for both teaching and research
6. Committed to the overall development of our staff and students
7. Taking short-term valuable decisions consistent with our long-term objectives
8. Committed to a safe and sustainable work environment

The institution under effective and efficient leadership formulates policies on various academic and administrative activities and the administration is decentralized such that a collective decision is taken through periodical meetings as per the institutional perspective plan, covering both short-term and long term goals. Actually, academic activities in every academic year are performed by the sub committees of the Teachers' Council. Also, the departmental activities are distributed amongst the teachers of respective departments as per necessity. Moreover, the administrative activities are performed by the Office of the Principal with the help of subcommittees comprising both the teachers and non-teaching staff. Also, the inclusion of external members and student members in ICC and few other committees are the instances of the participative management through effective leadership in the college.

Further, by aligning vision and mission of the college with the goals outlined in the NEP the college authority is successful in implementing Four Year Undergraduate Programme (FYUGP) focusing on skill development, distance / online education, multidisciplinary education and introducing more short-term certificate/Add on/Value Added Courses as per requirement and taking other necessary steps.

The various committees for functioning of the college may broadly be divided into the following categories:

Strategic Planning and Execution: Governing Body, IQAC, Infrastructure and Building Management

Committee, Financial and Purchasing Committee, College Quarter Management committee, Management Committee of Tender and Gem, Committee for Computers and Accessories Maintenance.

Academic affairs: Innovation Cell, Undergraduate and Postgraduate admission committee, Routine and Internal Academic Evaluation committee, University UG and PG examination committee, Research, Project and Seminar committee, College Magazine committee, Students Discipline Monitoring Committee, Library committee

Students' support and activity: Students Scholarship and Financial Support Committee, Students Placement and Welfare Subcommittee, Cultural Committee, Writer's Club Committee, Photography Club Committee, Electoral Literacy Club Committee, College Sports committee, Girls hostel committee, NCC committee, NSS committee

Students' and staff welfare: Internal Compliance Committee, RTI Cell, Grievance redressal cell, SC, ST/OBC and Minority committee, Anti-ragging committee, Anti- Ragging Squad, Students Health and Hygiene Monitoring Committee,

Staff assistance and welfare: Teachers Service-related Committee, Income Tax committee, Staff Club Committee

Social and Environmental affairs: Bio-diversity and Green audit committee, Energy Audit Committee,

ICT, Instrumentation and data management: College website maintenance committee.

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 institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

Response:

The college being a Government College is fully controlled by the Department of Higher Education, Government of West Bengal in all administrative and financial matters. Accordingly, the administrative

set up, appointment, service rules and policies implemented in the College is issued by the Higher Education Department from time to time.

The faculty members of this institution, excepting the SACT, belong to West Bengal Education Service (WBES) and West Bengal Senior Education Service (WBSES) cadres. The faculty is recruited by the Government of West Bengal in the Department of Higher Education on recommendations from the Public Service Commission, West Bengal following the UGC guidelines. The Transfer of teachers to and from the College is also fully controlled by the Department of Higher Education. The service rules of the faculty members as well as the non-teaching staff are governed by the West Bengal Service Rules (WBSR). The promotion and incentives for higher qualification of the teachers is decided and executed by the Higher Education Department, Government of West Bengal as per UGC guidelines. The promotion of non-teaching staff of the College is also executed and controlled by the Department of Higher Education, Government of West Bengal.

The institutional organogram depicts democratic, decentralized and participatory governance in accordance with the vision and mission of the college. The administration of the college is led by the Principal/Officer-in-Charge. The Principal chalks out plans or strategies for development in consultation with the IQAC of the college. These well thought out plans are then implemented with the help of the Teachers' Council (TC) and College Office. The Principal/Officer-in-Charge is the president of the Teachers' Council. The Teachers' Council is activated Teachers' Council Secretary (TCS). The TC comprises all the permanent teachers of the college. The successive position is occupied by the Heads of the Departments (HODs). The Students' Council also plays a vital role in advising the office of the Principal on various issues related to the welfare of and needs of the students.

The College also has various Cells like Internal Complaints Committee, Grievance Cell, Anti-ragging Cell, Incubation and Innovation Cell, etc., involving the teachers, non-teaching staff, students and external members to address specific issues within and outside the campus. These cells/committees meet as and when needed and provide appropriate recommendations to the competent authority to formulate effective and efficient policies.

The Perspective Plan along with the Annual Plans (documents are prominently displayed on the College Website) are drawn by the IQAC in consultation with all the stakeholders. The Office of the Principal prepares the proposals in accordance with the well-defined strategic plans and forwards them to the Higher Education Department for Administrative Approval and subsequent fund disbursement. It is mandatory for the College Authority to submit Utilisation certificates signed by competent authority to the Department of Higher Education for all the expenditures incurred in the College.

The Office of the Principal ensures transparency in all activities of the College by conducting internal and external audits regarding Finance, Academic and Administrative functioning of the college and other policy initiatives like Green and energy efficient campus, Gender Justice, etc. All Audit reports are made available to the public through the College website.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

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

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Darjeeling Government College, a government institution under the West Bengal Department of Higher Education, has effective welfare measures for its teaching and non-teaching staff. These benefits are similar to those enjoyed by other state government employees.

Financial Security:

- **GPF and GIS:** All employees are covered under the General Provident Fund (GPF) and Gratuity Insurance Scheme (GIS), providing for retirement savings and lump-sum payments.
- **Pension and Leave Encashment:** Employees are entitled to pension benefits, gratuity, and leave encashment upon retirement, following West Bengal government regulations.
- **Health Benefits:** Staff and their dependents can avail cashless treatment and reimbursement facilities under the West Bengal Health Scheme (WBHS).

Leave Policies:

- **Leave Types:** The college offers various leave options as per government rules, including earned leave, casual leave, child care leave, maternity leave, medical leave and paternity leave.
- **Faculty Development Leave:** Faculty members can avail on-duty leave to participate in development programs.
- **Compassionate Recruitment:** In case of an employee's death in service, there is a provision for recruitment on compassionate grounds, following government guidelines.

Additional Benefits:

- **Festival Advance:** Employees can avail a festival advance before major holidays.
- **Bonus:** Some employees may receive a bonus from the state government before Durga Puja.
- **Travel Concessions:** Every five years, employees are eligible for Home Travel Concession (HTC), and every ten years, for Leave Travel Concession (LTC).

Performance Evaluation:

- **Self-Appraisal Report (SAR):** Faculty members submit online SARs through the IFMS portal. The report details attendance, leave, teaching assignments, and academic/administrative activities within and outside the college. The report goes through a three-tier approval process, starting with the Principal and reaching the Special Secretary of the Higher Education Department.
- **Non-Teaching Staff Evaluation:** The Principal, in consultation with the Head Assistant, evaluates the performance of non-teaching staff.
- **Self-Appraisal Report for Daily Monitoring:** An additional self-appraisal report is maintained for ongoing performance monitoring of teachers.

Professional Development:

- **Faculty Development Programs:** The college supports faculty in attending various programs like Refresher Courses, Orientation Programmes, and Short-term courses as per UGC guidelines, promoting career advancement and academic enrichment.
- **Seminar Participation:** Faculty are encouraged to attend International, National, and State-level seminars as resource persons or paper presenters.
- **Research Support:** The college motivates faculty to seek funding for research projects.
- **In-Service Ph.D.:** NOC is provided to faculty pursuing in-service Ph.D. programs for career progression.
- **Training for Non-Teaching Staff:** The college encourages non-teaching staff to attend administrative training programs to enhance work efficiency.

By offering these benefits, Darjeeling Government College fosters a supportive environment for all its staffs and stakeholders.

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Policy document on providing financial support to teachers	View Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative

training programs during the last five years

Response: 10.03

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

2022-23	2021-22	2020-21	2019-20	2018-19
15	26	20	08	10

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

2022-23	2021-22	2020-21	2019-20	2018-19
41	41	41	41	41

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Annual reports highlighting the programmes undertaken by the teachers	View Document
Provide Links for any other relevant document to support the claim (if any)	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:

Darjeeling Government College being a Government College is fully funded and managed by the Government of West Bengal in Higher Education Department. All salaries of Teaching and Non-Teaching Staffs are paid directly to the incumbent's account by the Finance Department through IFMS Portal. The Government makes available contingency funds to the college for day to day expenditures. Although the College has very little control over the funds allotted to it, proposals for purchase and infrastructural developments are sent to the Higher Education Department from time to time following West Bengal Finance Rules which are accorded administrative approval and consequent fund disbursement by the Government of West Bengal. Being a Government College seeking private funds is extremely difficult.

The Audit of Income and Expenditure is done by the Office of the Auditor and Controller General, West Bengal from time to time. However, the College also does Financial Audit internally on Annual Basis for transparency and accountability.

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 IQAC of the college plays a key role in upholding the quality of the teaching-learning process and overall improvement of the college by taking the following essential steps:

1. Monitors and reviews the teaching-learning process, infrastructural facilities and students' performance regularly.
2. Ensures uninterrupted teaching-learning process and quality improvement through regular interaction with the Departmental Heads.
3. Undertakes continuous Internal Evaluation of the students through regular class tests and student seminars.
4. Prepares the academic calendar every year.
5. Prepares the perspective plan and annual reports for strategic planning.
6. Introduction of Add-on, Value-Added and Certificate courses.
7. Initiatives to introduce Learning Management System (LMS)

8. Efforts to introduce Students' profile mapping to assess socio-economic status of students to takes appropriate measures.
9. Preparation and attainment evaluation of Course Outcome (CO) and Programme Outcome (PO) of all the courses.
10. Sensitize the departments to organize Students' seminar
11. Take measures to increase the in-take capacity, especially in non-lab-based subjects.
12. Initiatives taken to equip all the departments with at least one ICT-enabled classroom
13. Motivates constantly for promoting E-learning and hence, Digital library facilities like INFLIBNET and e-resources are developed to provide a repository of articles and e-books for teaching and research purposes.
14. Regularly collects and analyzes feedback from students and their employers, alumni and faculty members and attempts to redress the grievances, if any, in consultation with the competent authority.
15. Initiatives taken for speeding up of library automation process.
16. Inspires all the departments to organize memorial lectures and seminars.
17. Taken utmost efforts to sign MoU with different academic institutions and business community.
18. Inspires to set up the "*Incubation Centre for Innovative Ecosystem*" for sensitizing and instilling entrepreneurial acumen among the students of this region.
19. Analyses the extent of Indian Knowledge System in the transaction of the curriculum in different subjects and suggests measures to enhance the use of IKS in transaction of the curriculum.
20. Motivates faculty members to be involved in active research work. While senior teachers are encouraged to supervise scholars for the doctoral thesis, junior teachers are encouraged to pursue their doctoral work.
21. Encourages in the Publication of academic journals of this institution: *Pines and Camellias* published annually by the student's council and the *North Face (Journal of Science)* by the faculty.
22. Provides the latest information about journals enlisted in Scopus/Web of Science and the UGC Care list and encourages faculty members to publish in those quality journals.
23. Organizes FDP and National level Seminars/Webinars on cross-cutting and relevant themes/sub-themes.
24. Took appropriate measures for continuous academic and administrative work during the lockdown in the wake of Covid-19 pandemic. Regular online classes and smooth conducting of examination was ensured.
25. Encourages faculty members to apply for CAS and facilitated the completion of their CAS Screening successfully.
26. Encourages to conduct Quality Audit, Green Audit, Academic and Administrative Audit, Energy Audit, and Gender Audit as quality assurance initiatives in the institution.

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

6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Darjeeling Government College is a co-educational institution established in 1948. Throughout the last 75 years of its journey it has been a center for disseminating values of gender equality and equity. Female students constitute more than 50% of the total student strength of the college. The college has a mission to take up the cause for promotion of gender equality and equity. The College strives to provide a harmonious and fertile environment for all students to excel physically, mentally, intellectually and emotionally upholding ethics and values. The College takes regular initiatives regarding gender sensitization and spreading awareness on gender issues in the larger society. The College conducts various sensitization campaigns, workshops, awareness programs, lectures and seminars about gender equality and equity, gender roles, gender discrimination, good touch - bad touch, domestic violence, women illiteracy, child labour, preference for male child, menstrual and general hygiene etc. Female students are encouraged and provided ample opportunity to participate in extracurricular and extension programs. The college through NSS, NCC, Gender Sensitization Cell Committee and Anti-Sexual Harassment Cell Committee actively functions for the promotion of Gender Equality and Equity. The NSS Unit (I & II) and NCC Boys and Girls Unit actively participate in awareness and community programs. Some of the programs conducted in the college are Mother's Day, Women's Day, Menstrual and Hygiene Day etc. The college maintains Students' Grievance Redressal Cell, Anti Ragging Cell and Internal Complaint Cell (ICC) that responds to complaints about ragging, sexual and any other forms of harassment in the college.

The College strives to change their perspective about gender and create safe and secure environment where all genders coexist harmoniously. It aims at creating a gender discrimination free society.

The College takes the following initiatives for ensuring gender equality:

- 1. Gender Equity and Sensitization in Curriculum:** The syllabus of various disciplines especially, Nepali, English, Political Science and History have sections or courses relating to gender. Topic like Feminism, women in literature, women in history and major movements, problems of women, women's participation in politics, women's role in development, women health etc are covered. Apart from this Political Science, philosophy and English have separate papers on Feminism and Gender issues. Apart from syllabus curriculums the college provides an opportunity with regular seminars, talks and awareness programs relating to gender sensitization and women health and hygiene.
- 2. Breaking the Silence: Yes I Bleed - Menstrual Health and Hygiene:** The College has taken a sustained programme on raising awareness on Menstrual Health and Hygiene within and outside

the campus through several programmes on regular basis

3. **Gender Audit:** The College regularly conducts Gender Audit with External and Internal Members.

1. Facilities for women on campus:

1. CCTV surveillance system in the College as well as in the girls hostel
2. The college has three (03) Hostels facility for girls.
3. Youth Against Trafficking (YAT) club of Darjeeling Government College organizes awareness programs and talk on human Trafficking.
4. Deployment of Guards in College and College Girls Hostel
5. Installation of Student complaints box.
6. The Members of Gender Sensitization Cell Committee provide counseling to students on different issues such as psychological well-being of the students and creating awareness of gender sensitization.
7. Common Room for girl Students and Girls toilets/washrooms
8. Functioning Sanitary Pad Vending Machine and incinerator.

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: B. 3 of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document
Provide Links for any other relevant document to support the claim (if any)	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: B. Any 3 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document
Provide Links for any other relevant document to support the claim (if any)	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 and Sensitization of

students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Darjeeling Government College, for the last seventy five years of its existence stands as a symbol of Religious Tolerance and cultural harmony. Students of all major religions Buddhists, Hindus, Christians, and Muslims are enrolled in this college. The college has never witnessed instance of sectarianism. The multicultural, multi ethno - religious and varied socio-economic stakeholders of this institution have created a unique culture of mutual respect and tolerance. The socially weaker sections such as SC, ST, OBC and Minority get their deserved facilities at the time of admission through reservation and scholarships. Orientation program for the newly admitted students are held every year to explain the values, vision and mission of the institution. Among the values and mission of the institution tolerance and harmony towards cultural, religious, regional, linguistic, communal, socioeconomic and other diversities are given substantial importance. Cultural diversity of India is celebrated through programmes 'Bhasa Diwas' and 'Bhanu Jayanti'. The uniqueness of this institution is palpable during cultural and extracurricular activities where students and staffs from diverse background participate together without any differences. The college promotes linguistic diversity; Nepali, English, Hindi and Bengali are taught and spoken in the campus. The College has also taken initiative to offer COP course in Tibetan Language and Culture for students, Staffs and students from other institutes since 2022. Apart from students many teachers have enrolled in this course to understand Tibetan language and Culture. The mission of the institution emanates from the vision to seek ways to spread higher education in the Darjeeling region and beyond, and give access to it at a minimum cost, especially to stakeholders who are financially challenged, women, scheduled castes, scheduled tribes and minorities who are substantial in number. The institution has been successful in providing education to all sections of society.

Darjeeling Government College is always dedicated to promote constitutional obligations, values, rights, duties and responsibilities of a dutiful citizen. The College sensitizes the students and staff on the constitutional obligations through curricular and extra-curricular activities. Independence Day and Republic Day, Vijay Diwas, NCC Day etc., are celebrated with zeal in the College. The college participates in various competitions like Youth Parliaments, essay competitions and quiz centered on Constitution, freedom struggle and democracy. The college also organized Electoral Literacy programs in collaboration with the local administration to educate the new voters. Almost every year some of the NCC students are selected to participate in the Republic Day celebration Parade at Delhi on 26th of January. On the occasion of Gandhi Jayanti, seminars/talks are organized to inculcate the Spirit and value of Non-Violence, Tolerance, Nationalism and Patriotism. The NCC Unit of the college organizes the celebration of Yoga day through awareness programmes. The Department of History organizes educational tours to historical sites, sensitizing the students to the need of protecting our rich cultural heritage. Apart from these the faculties also fulfill duties during national and state competitive examinations and constitutional obligations like the election duty etc. The College, thus, adopts an inclusive atmosphere whereby each and every individual has his/ her place and dignity irrespective of caste, creed, religion, region, or linguistic origin and accordingly sensitizes the students and staff to the constitutional obligations.

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:

Best Practice: I

Title of the Practice

Breaking the Silence: Yes I Bleed - Menstrual Health and Hygiene

Objectives of the Practice

The lack of information about menstruation, discriminatory social norms, cultural taboos, and associated stigma lead girls to follow unsafe, unhygienic and unhealthy menstrual practices with severe impact on their physical and mental health. The College endeavors to enhance the knowledge regarding menstruation and increase the awareness on menstrual hygiene and management within and outside the campus. Some of the objectives of the practice are mentioned below:

1. Creating awareness on menstruation-menstrual hygiene and management
2. Access amenities like girls common room, girls toilet, sanitary napkins, etc.
3. Ensuring safe and environment friendly disposal of sanitary pads
4. To reduce absenteeism from classes during menstruation as it has adverse effect on their performance.
5. To abate/eradicate the discriminatory social, cultural norms, taboos and stigma associated with menstruation.
6. This practice is far reaching as the students can act as educators to their family, friends and juniors, thus breaking the myths and taboos associated with menstruation.

The Context

Approximately more than 1900 female students are enrolled at Darjeeling Government College constituting more than 50% of the college strength. Majority of them are from rural background economically weaker sections. Non accessibility of proper menstrual protection products and non-hygienic practices lead to physical and mental stress. The College felt that menstruation should not impede the performance of female students. Hence, the Institution regularly initiates sustained efforts to conduct awareness programs on menstrual health and hygiene.

The Practice

The sustained efforts of the institution are spreading awareness on menstrual health and hygiene:

Within the campus - The College regularly holds talks and awareness programs related to women issues, health and hygiene. The female faculties play significant role in raising awareness and garnering support for menstrual hygiene initiatives. On the occasion of Menstrual Hygiene Day the college holds awareness talk entitled “*Breaking the Silence: Yes I Bleed*” by female faculties to sensitize the students and staff on the myths surrounding menstruation and means to ward away the myths. NSS Unit volunteers conducted programme titled ‘Observance of World Menstrual Health and Hygiene Week- A Social Experiment’. The College has installed a Sanitary Pad Vending Machine and Incinerator for the students.

Outside the Campus- NSS, Units I & II organizes awareness programs at local schools to educate the adolescents.

Evidence of Success

The evidence of success is palpable through some of the following observations.

1. The Sanitary Pad Vending Machine is being utilized well.
2. Inconveniences and absenteeism from classes during menstruation has reduced remarkably.
3. Male students are also more aware of the inconveniences and problems of female health and hygiene.
4. Reduced the risk of urinary tract infections because of using damp rags and clothes.

Problems Encountered and Resources Required

- Discussing menstruation is a taboo seldom discussed openly, there is hesitation to collect sanitary pads or even to attend programs relating to it.
- The college has only one Sanitary Pad Vending Machine and incinerator: the number should be increased.
- Paucity of funds to organize programs and works
- Sanitary pads should be made available free of cost.
- Proper sanitation and water hygiene need to be promoted

Best Practice: II

Title of the Practice

Endemic and Rare Orchids Conservation through Tissue Culture Techniques with Community Involvement

Objectives of the Practice

Darjeeling, nestled in the Eastern Himalayas, is a haven for botanical wonders. In collaboration with the local community, the Department of Botany, Darjeeling Government College is committed to achieve the following objectives:

- To safeguard the genetic diversity of endangered and rare orchid species by establishing a viable in-vitro and ex-situ conservation program.
- To increase the population of critically endangered orchid species
- To create a sustainable population of rare orchids in controlled environments for future reintroduction into their natural habitats.
- To develop and optimize efficient and cost-effective micro propagation protocols.
- To research the biology, ecology, and reproductive strategies of rare orchids
- To develop sustainable management practices for orchid conservation within the Darjeeling region surrounding the orchid habitats, such as eco-tourism and sustainable resource management.
- To raise awareness and involve local people in the conservation process

The Context

- Darjeeling lies within the Eastern Himalayas and is recognized for biodiversity with rich flora and fauna, including numerous orchid species
- Many orchid species are facing threats due to habitat loss, over-collection for horticultural trade, and climate change.
- Micropropagation helps to create a large number of plants from a single propagule, adding to the conservation of rare and endangered orchid species.
- Involving local people ensures the project's success by fostering ownership and promoting sustainable practices.

The Practice

The Department of Botany, Darjeeling Government College, in collaboration with local people, has employed a multifaceted approach for micropropagation and conservation of rare orchids of the region. This approach combines scientific techniques with community engagement:

- Plant collection and identification
- Selection of village/community site: Rampuriya Forest Village

- Micropropagation: In-vitro culture, Sterilization, Media preparation, Culture conditions and Tissue culture
- Hardening: Gradually acclimatizing the plantlets to environmental conditions similar to those in their natural habitat.
- Conservation techniques involving: Ex-situ conservation, Education and awareness, Community-based monitoring and Community-based orchid cultivation
- Monitoring the growth

Evidence of Success

- The project offers a sustainable alternative to conventional propagation techniques.
- Sharing knowledge and training community members in tissue culture techniques
- The project underscores the crucial role of Indian Higher Education institutions in integrating scientific expertise with community engagement.

Problems Encountered and Resources Required

- Technical Expertise: Micro propagation requires specialized skills and resources, including laboratory facilities and trained personnel.
- Financial Constraints: The project requires significant funding for research, equipment, and infrastructure development.
- Orchid biology: Different orchids have unique growth requirements, challenging to adapt techniques for successful propagation.
- Climate changes: The impact of climate change has altered the suitable growing conditions.
- Community engagement: Building trust and encouraging participation from local communities can be challenging due to cultural and historical factors.
- Illegal trade: The illegal trade of orchids remains a significant threat, necessitating constant vigilance and enforcement.
- Indigenous knowledge needs to be incorporated into the project.

File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	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:

Tibetan Department at Darjeeling Government College

The Tibetan Department, established in Darjeeling Government College, in 1958 aims at promoting the study and preservation of Tibetan language, culture, and history. Since its inception, the Department has been a centre for scholarly research and cultural exchange. Notable scholars who served the Department include Professor Samten Norbu Yalmoo, renowned for his work on Tibetan Buddhist philosophy, Professor Lopsang Gyaltsen Bhutia, renowned for his work on Bon Religion. Since 2021 the department is led by Dr. Lhundup Tsomo Bhutia W.B.E.S. who and has been actively involved in Teaching-Learning of Tibetan Language and Culture.

Courses

The Department of Tibetan at Darjeeling Government College is the only department approved by the University of North Bengal providing Under Graduate- Minor, Multi Disciplinary Course, Add on / short course and Career Oriented Program (C.O.P), with students enrolled from different institutes and the wider community outside. Pedagogy adopted is not only classroom based but also includes field study tours. The students are encouraged to interact, have seminars and debate on issues related to Tibetan Language and culture. They are also provided with opportunities to interact with eminent scholars to enable them for future endeavors in the field. The field study includes explanations of various paintings, monuments, statues and taste of the Tibetan culture with various cuisines, available during the visit.

The Career Oriented Program (COP) started by the Tibetan Department with the approval of the University of North Bengal in 2022 aims to cater to the vast knowledge of this ancient language derived from Sanskrit works of Nalanda traditions. The ancient Indian knowledge system is preserved in Tibetan Language which can ultimately unravel this ancient wisdom for a holistic knowledge system.

Resources required

The Tibetan Department requires a diverse set of resources to ensure comprehensive and effective teaching-learning - classrooms, books, study rooms, and accommodation facilities for field trips and visiting faculty. Digital resources involving online learning platforms, access to multimedia tools and language learning software are also essential. Funds are essential for field trips, workshops, seminars and guest lectures. High-speed internet, projectors and audio visual facility are also necessary. Community resources involve association with local Tibetan communities, local experts, collaboration with other institutions, and volunteer networks. These resources collectively ensure a rich, immersive, and supportive educational environment for students as well as faculty.

Challenges Faced

The Tibetan Department faces several challenges, including lack of interested students and **access to rare Tibetan texts. Funding** is required for programs and trips.

Strategies for overcoming the challenges:

To boost **student strength**, it promotes the program through brochures, community outreach and various online platforms and engaging information sessions.

Future Planning

The Tibetan Department aims to expand in future by developing advanced courses and interdisciplinary modules. The department plans to enhance curriculum through continuous updates and field studies. Strengthening community engagement is a priority, with more seminars, and workshops. The department also seeks to integrate more technology into teaching and learning, and build collaborations to broaden educational and research opportunities. These efforts will ensure a robust and evolving educational environment. The students will be exposed to field study and excursions, presentations and seminars on topics related to the syllabus and beyond.

Many tribal communities use the Tibetan script for ages - The Sherpas, the Bhutias, Tamangs and most Lepcha texts. Tibetan Department will cater to a wide section of society and scholars who have keen interest on the customs, traditions and history of these tribal communities.

What makes the Department Distinctive

Tibetan Language and Culture has its roots in the ancient Indian history. The research of scholars like Alexander Cosma De Koros and Sarat Chandra Das have brought out the close bonding of Tibetan Language with Sanskrit original works which were lost in the Indian subcontinent but preserved and still lies untapped in the Tibetan Script in various texts. Tibetan culture and language hold vast reservoirs of knowledge deeply intertwined with Indian traditions. The spread of Buddhism from India to Tibet in the 7th century CE facilitated the exchange of philosophical, scientific, and literary traditions between the two regions. This exchange was significantly marked by the translation of Sanskrit texts into Tibetan, thus preserving many works that might have otherwise been lost over time.

The Department of Tibetan at Darjeeling Government College has been instrumental in continuing this legacy of intellectual and cultural preservation. It has established itself as a centre for the study and research of Tibetan language and literature. The department has nurtured generations of scholars devoted to the understanding and dissemination of Tibetan culture and knowledge.

This effort is particularly significant in the context of the Indian Knowledge System. The Tibetan texts often serve as bridge to ancient Indian wisdom, offering perspectives that are deeply rooted in the Indian philosophical tradition. By studying these texts, scholars can gain a deeper understanding of these philosophical schools and their contributions to global thought.

The Department's work extends beyond academics. It actively engages in cultural promotion through various initiatives, including seminars, and visit to Buddhist cultural sites. These events serve as platforms for the ideas and the celebration of Tibetan heritage attracting scholars, students, and practitioners from around the world, fostering a global community dedicated to the preservation and promotion of Tibetan culture.

In addition to its academic and cultural activities, the Department of Tibetan at Darjeeling Government College also plays a vital role in community engagement. It works closely with the Tibetan community in Darjeeling and the surrounding areas, providing educational and cultural support. This engagement helps to keep the traditions alive within the community, ensuring that the younger generations remain

connected to their heritage.

The establishment and continued success of the Department of Tibetan at Darjeeling Government College therefore adds to the institutional distinctiveness of the college. It highlights the College's commitment to preserving and promoting cultural heritage and its role as a leader in the field of Tibetan studies. The Department's work not only enriches the academic landscape but also contributes to the broader understanding and appreciation of Tibetan culture and its connections to the Indian Knowledge System.

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

5. CONCLUSION

Additional Information :

Additional Information

1. The College serves as the beacon of Higher Education in the region as a whole
2. The campus located in the mountains is home to many flora and fauna of the region
3. The College serves the society by organizing Blood Donation Camps and other awareness programmes.
4. The College serves the society actively to empower the underprivileged sections of society particularly the women.
5. The College is a vibrant campus with students enjoying themselves with the various facilities available in the College.
6. The College serves as a platform for unfurling the talents and skills of the students through Writers' Club, Photography club and Youth Against Trafficking Club.
7. The College has alumni serving in the Academia, industry as well as social space.
8. The College has a staff Cooperative to support the teaching and non-teaching staff during any emergency need.
9. The College always offers itself as a venue of several government entrance examinations as also during the elections as Distribution and Receiving Centre.
10. The College has taken active role in administration and academic advancement of newly set up Darjeeling Hill University.
11. The College is ever vigilant regarding the psychological, economic and social empowerment of the students.

Concluding Remarks :

Darjeeling Government College established in 1948 has achieved several milestones in the last 75 years. The enrolment of the students to the various departments has been ever increasing bearing testimony to the trust that the students of the region have put to the Institution as a centre for quality education at affordable price. The College has produced prominent alumni that include not only prominent members in Academia and Administration but also a large number of people who have dedicated their life to social cause. The PG departments of the College, particularly the Departments of Zoology and Botany has made the College proud over the years and continue to do so. Both the departments have DST Boost projects for the benefit of research in the Departments. Innovative practices implemented in the College are serving to promote social and economic empowerment of students of the College and the society in general. The College was awarded B grade in the First NAAC cycle in 2018.

However, in spite of several landmarks the College has achieved, many more milestones still remain unfulfilled. There is immediate requirement to increase the number of classrooms and other infrastructure to introduce many more new subjects in the College. The culture of research is still not at the satisfactory level. The faculty members need to be more motivated to carry out active research in their respective fields. A great potential of the College that remains untapped is the possibility of introducing inter-disciplinary courses in both humanities and sciences. The geographical and cultural uniqueness of the region needs to be integrated in the academic activities of the college.

The Institution is a Government College fully funded and managed by the Government of West Bengal in Higher Education Department. The College needs to be more active in preparing proposals for necessary development of Infrastructure facilities.

Darjeeling Government College has the possibility of becoming the most sought after Institution for Higher Education in the Darjeeling District. The Faculty, Non-teaching Staff and the College administration is alert regarding the needs of the College and tirelessly striving towards the goal of excellence.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p>Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)</p> <p>Answer before DVV Verification : 22 Answer After DVV Verification :20</p>																				
1.2.2	<p><i>Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</i></p> <p>1.2.2.1. Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>370</td><td>246</td><td>0</td><td>0</td><td>0</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>358</td><td>226</td><td>0</td><td>0</td><td>0</td></tr></table>	2022-23	2021-22	2020-21	2019-20	2018-19	370	246	0	0	0	2022-23	2021-22	2020-21	2019-20	2018-19	358	226	0	0	0
2022-23	2021-22	2020-21	2019-20	2018-19																	
370	246	0	0	0																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
358	226	0	0	0																	
1.3.2	<p>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</p> <p>1.3.2.1. Number of students undertaking project work/field work / internships Answer before DVV Verification : 1556 Answer after DVV Verification: 1482</p> <p>Remark : Input has been updated as per the supporting document provided by the HEI; HEI has not provided the project report, Internship completion certificate/project work completion certificate from the organization where the internship/project was completed of the students.</p>																				
1.4.1	<p><i>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</i></p> <p>Answer before DVV Verification : A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website Answer After DVV Verification: B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies Remark : Input has been updated.</p>																				

2.1.1

Enrolment percentage

2.1.1.1. Number of seats filled year wise during last five years (Only first year admissions to be considered)

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
1507	1471	1381	861	740

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
1507	1471	1381	861	740

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
2417	2398	2398	2060	1993

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
2417	2398	2398	2060	1993

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

2.1.2.1. Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
785	733	587	337	227

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
559	491	507	268	215

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
1090	1084	1084	930	897

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
1088	1079	1079	927	897

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
95	97	96	99	86

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
87	97	96	99	86

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)**

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
00	2.515	00	00	5.3

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
00	2.515	00	00	00

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

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**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
03	04	06	01	02

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
02	03	05	01	01

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
15	22	20	22	16

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
10	12	2	5	5

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
14	11	08	14	06

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
01	06	03	00	00

3.4.3 Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
10	09	02	07	06

Answer After DVV Verification :

	<table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>07</td><td>07</td><td>01</td><td>06</td><td>05</td></tr></table>	2022-23	2021-22	2020-21	2019-20	2018-19	07	07	01	06	05										
2022-23	2021-22	2020-21	2019-20	2018-19																	
07	07	01	06	05																	
3.5.1	<p><i>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.</i></p> <p>Answer before DVV Verification : 29 Answer After DVV Verification :10</p>																				
4.1.2	<p><i>Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years</i></p> <p>4.1.2.1. Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs) Answer before DVV Verification:</p> <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>3</td><td>52.8138</td><td>0</td><td>60.51298</td><td>185.30192</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>0.00</td><td>52.8138</td><td>0</td><td>60.51298</td><td>185.30192</td></tr></table>	2022-23	2021-22	2020-21	2019-20	2018-19	3	52.8138	0	60.51298	185.30192	2022-23	2021-22	2020-21	2019-20	2018-19	0.00	52.8138	0	60.51298	185.30192
2022-23	2021-22	2020-21	2019-20	2018-19																	
3	52.8138	0	60.51298	185.30192																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
0.00	52.8138	0	60.51298	185.30192																	
4.3.2	<p>Student – Computer ratio (Data for the latest completed academic year)</p> <p>4.3.2.1. Number of computers available for students usage during the latest completed academic year: Answer before DVV Verification : 10 Answer after DVV Verification: 8</p>																				
4.4.1	<p><i>Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)</i></p> <p>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) Answer before DVV Verification:</p> <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>9.80163</td><td>0.61</td><td>5.485</td><td>184.86736</td><td>24.34265</td></tr></table> <p>Answer After DVV Verification :</p>	2022-23	2021-22	2020-21	2019-20	2018-19	9.80163	0.61	5.485	184.86736	24.34265										
2022-23	2021-22	2020-21	2019-20	2018-19																	
9.80163	0.61	5.485	184.86736	24.34265																	

2022-23	2021-22	2020-21	2019-20	2018-19
.99720	0.00	5.47500	118.5354	10.64658

5.1.1 ***Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years***

5.1.1.1. Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
952	842	290	351	70

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
952	842	290	348	70

5.1.2 ***Following capacity development and skills enhancement activities are organised for improving students' capability***

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

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
237	22	26	00	00

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
75	22	26	00	00

Remark : Values have been updated as per the supporting document Provided by the HEI.

5.1.4

The institution adopts the following for 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**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

5.2.1

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
97	108	63	28	31

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
97	108	63	28	31

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

5.2.2.1. Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
46	19	19	16	3

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
18	21	13	17	3

5.3.1	<p>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</p> <p><i>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</i></p> <p>Answer before DVV Verification:</p> <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>12</td><td>07</td><td>01</td><td>01</td><td>03</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>3</td><td>3</td><td>0</td><td>01</td><td>1</td></tr></table>	2022-23	2021-22	2020-21	2019-20	2018-19	12	07	01	01	03	2022-23	2021-22	2020-21	2019-20	2018-19	3	3	0	01	1
2022-23	2021-22	2020-21	2019-20	2018-19																	
12	07	01	01	03																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
3	3	0	01	1																	
5.3.2	<p>Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)</p> <p>5.3.2.1. Number of sports and cultural programs in which students of the Institution participated year wise during last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>41</td><td>19</td><td>03</td><td>05</td><td>05</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>34</td><td>15</td><td>03</td><td>05</td><td>04</td></tr></table> <p>Remark : Values have been updated.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	41	19	03	05	05	2022-23	2021-22	2020-21	2019-20	2018-19	34	15	03	05	04
2022-23	2021-22	2020-21	2019-20	2018-19																	
41	19	03	05	05																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
34	15	03	05	04																	
6.2.2	<p><i>Institution implements e-governance in its operations</i></p> <p>1. Administration 2. Finance and Accounts 3. Student Admission and Support 4. Examination</p> <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above</p>																				
6.3.3	<p><i>Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years</i></p>																				

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
15	27	20	09	10

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
15	26	20	08	10

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
32	31	34	38	38

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
41	41	41	41	41

6.5.2

Quality assurance initiatives of the institution include:

- 1. Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2. Academic and Administrative Audit (AAA) and follow-up action taken**
- 3. Collaborative quality initiatives with other institution(s)**
- 4. Participation in NIRF and other recognized rankings**
- 5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Answer before DVV Verification : A. Any 4 or more of the above

Answer After DVV Verification: B. Any 3 of the above

Remark : Input has been updated as per the supporting document provided by the HEI.

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**

Answer before DVV Verification : A. 4 or All of the above

Answer After DVV Verification: B. 3 of the above

	Remark : Input has been updated as per the supporting document provided by the HEI.
7.1.3	<p>Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following</p> <ol style="list-style-type: none"> 1. Green audit / Environment audit 2. Energy audit 3. Clean and green campus initiatives 4. Beyond the campus environmental promotion activities <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. Any 3 of the above Remark : Input has been updated as per the supporting document provided by the HEI.</p>

2.Extended Profile Deviations

Announced Form B Questions

ID	Extended Questions																				
1.1	Number of teaching staff / full time teachers during the last five years (Without repeat count): Answer before DVV Verification : 142 Answer after DVV Verification : 133																				
1.2	Number of teaching staff / full time teachers year wise during the last five years Answer before DVV Verification: <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>117</td><td>119</td><td>120</td><td>124</td><td>111</td></tr></table> Answer After DVV Verification: <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>109</td><td>119</td><td>120</td><td>124</td><td>111</td></tr></table>	2022-23	2021-22	2020-21	2019-20	2018-19	117	119	120	124	111	2022-23	2021-22	2020-21	2019-20	2018-19	109	119	120	124	111
2022-23	2021-22	2020-21	2019-20	2018-19																	
117	119	120	124	111																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
109	119	120	124	111																	