YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	NETAJI NAGAR DAY COLLEGE
• Name of the Head of the institution	Dr. Sonali Banerjee Jash
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	033-2971-1874
• Mobile no	8961072139
• Registered e-mail	netajinagardaycollege@gmail.com
• Alternate e-mail	sbjash@nndc.ac.in
• Address	170/436, N.S.C. Bose Road
• City/Town	Kolkata
• State/UT	West Bengal
• Pin Code	700092
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University	**University of Calcutta**
• Name of the IQAC Coordinator	**Dr. Krishna Gangopadhyay**
• Phone No.	**033- 2971-1874**
• Alternate phone No.	**9433073789**
• Mobile	**9239446502**
• IQAC e-mail address	**iqac.nndc@gmail.com**
• Alternate Email address	**gangopadhyaykrishna71@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://nndc.ac.in/iqac_aqar/1684995240_AQAR%202021-2022.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.nndc.ac.in/academic_calendar.php

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	**B+**	**2.55**	**2023**	**24/06/2023**	**23/06/2028**

6.Date of Establishment of IQAC	**14/03/2011**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NA	**NA**	**NA**	**NA**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**	
• Upload latest notification of formation of IQAC	View File	

9.No. of IQAC meetings held during the year	**2**

• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes

• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
• If yes, mention the amount	

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

1. NAAC Assessment & Accreditation (3rd Cycle) was completed with Peer Team visit to the institution on 30th and 31st May 2023, and the certificate awarded by the NAAC on 24.06.2023. This itself reflects the commitment of IQAC to quality sustenance and quality enhancement of the institution. 2. IQAC has taken special initiatives for the promotion of environmental awareness: i) Seminar on Recent Trends in Environment & Sustainable Development – organized jointly with Hariharpur Friends of Environment on 21.09.22 ii)Signing of MoU with Hariharpur Friends of Environment effective from 21.09.22 for cooperation in academic and outreach endeavours, iii) For recycling and proper waste management, signing of MoU with Rediviius Recyclers Pvt. Ltd. (Vital Waste) on 06.04.23 iv) Campaign against the use of plastic bags is a regular practice and cloth bags are distributed every year in the nearby Bansdroni market as part of this campaign. 3. Annual Endowment Lecture has been organized on 07.11.2022 with Prof. S.C. Roy, distinguished academician and researcher from Bose Institute delivering the Lecture. 4. IQAC has motivated the faculty members for the publication of Books with ISBN awarded to the College by RRRNA: Two books with ISBN have been published by the College : (i) Calculus And Its application in Economics And Business, ISBN 978-81-956899-0-3 (ii) Contemporary Issues in Accounting, Finance And Management, ISBN 978-81-956899-1-0. 5. Academic linkage was formally established with Rani Birla Girls' College, Kolkata on 10.12.22. MoU with Deshbandhu Girls' College, Kolkata was signed on 27.06.23

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

Plan of Action	Achievements/Outcomes
1.Annual Endowment Lecture by distinguished academician/researcher	Annual Endowment Lecture funded by NNDC Dr. Manoranjan Biswas Endowment Fund was held on 07.11.2022
2.Academic linkages with more HEIs	Academic linkage was formally established with Rani Birla Girls' College, Kolkata on 10.12.22. MoU with Deshbandhu Girls' College, Kolkata was signed on 27.06.23
3.To motivate all students and teachers to use ERP through Student login and Teacher login respectively	Students have deposited College fees through Student login, and also accessed the lecture materials uploaded by teachers through ERP system.
4.To organize Inter-College Cultural & Games Competition - Utkarsha	Utkarsha 2023 was organized during 27th to 29th March 2023 with the participation of students from New Alipore College, Vidyasagar College for Women, Netaji Nagar College for Women, Bhangaur Mahavidyalaya, Basanti Devi College, Sarsuna College, Netaji Nagar College and Netaji Nagar Day College
5.To introduce the practice of awarding highest achievers in University examinations in UG & PG courses offered by the College	Teachers' Council of the College awarded the highest achievers (students of the College scoring overall highest CGPA in University examinations) in UG & PG courses offered by the College, on 24.05.22
6.To publish books with the newly awarded ISBN of the College	Two books with ISBN have been published by the College : (i) Calculus And Its application in Economics And Business, ISBN 978-81-956899-0-3 (ii) Contemporary Issues in Accounting, Finance And Management, ISBN

	978-81-956899-1-0.
7.To publish the College magazine "Suswan" after a gap of two years due to the pandemic	College magazine "Suswan" has been published in May 2023 after a gap of two years
8.To procure new laboratory instruments for the Departments of Botany, Computer Science, and Physics for laboratory upgradation.	Laboratory instruments procured during 2022-23: i) Computer Science - Advance Microcontroller Trainer worth Rs. 37,380 ii) Physics-Complete setup to measure variation of resistivity in a semiconductor and investigate intrinsic band gap using linear four probe worth Rs11,445.
9.Maintenance of building especially in the form of painting of the exterior surfaces	The exterior surface of College building was painted involving an expenditure of Rs.1,62,756/-.Minor repairs on the interior surfaces involving expenditure of Rs.99,226/- was also executed during 2022-23
10.To establish a linkage for regular waste Management by obtaining the recycling and waste management services of a reputed agency.	MoU has been signed with Vital Waste on 06.04.23 and its recycling and waste management services obtained. The College has earned revenue of Rs. through disposal of e-waste and other waste to this agency.
11. To organize Health Check-up camps in association with the Alumni Association.	Alumni Association organized Free Eye-check up camp in association with . Elderly persons of the neighbourhood underwent eye check-up at the camp.

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	27/01/2024

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	20/01/2023

15.Multidisciplinary / interdisciplinary

The College is determined to offer multidisciplinary/ interdisciplinary courses to enable the students to opt for specialized certificate courses in addition to the core courses for which they are enrolled. For instance, the students enrolled in Political Science or History Honours can opt for a certificate course in Environmental Impact Assessment or in Environmental Law. The existing linkages will other HEIs will be enhanced and utilized to offer multidisciplinary courses , subject to the approval of the affiliating University and within the guidelines of NEP 2020.

16.Academic bank of credits (ABC):

The College will adhere to the system of Academic Page 18/69 14-02-2023 05:45:21 Self Study Report of NETAJI NAGAR DAY COLLEGE Bank of Credits (ABC) as soon as the same is introduced by the affiliating University in tune with the requirements of NEP 2020. The College offers credit based courses in humanities, science and commerce, under the Choice Based Credit System (CBCS) of the University of Calcutta. Therefore, adherence to the system of ABC will be done . This will impart greater flexibility to the students to undertake and complete their preferred courses of study in more than one institution.

17.Skill development:

To develop soft skills among the students, the College has been conducting certificate courses in Communicative English and Computer Literacy. Students are also encouraged to participate in seminars, debate and extempore competitions,Youth parliament competition, to develop the power of selfexpression and for confidence building. Yoga training is also imparted to the students for the development of life skills. Invited lectures/ seminars are organized for imparting value-based education. These efforts of the institution will be further strengthened in association with the NSDC.

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

The College offers undergraduate honours course in Bengali and also offers Bengali as an elective subject. The majority of students opt for Bengali as the compulsory language paper in first semester. The institution has plans to offer add-on course in Sanskrit in the online mode in association with other linked HEIs where Sanskrit is taught. Teachers deliver classroom lectures in Bengali and English as the bilingual mode of instruction conforms to the University regulations. This practice serves to promote and preserve Bengali as an Indian language. Delivery of ancient traditional knowledge, and teaching Indian culture and traditions has always been an inherent part of of the curriculum in general, and in particular for the students of Bengali, History, Education and Philosophy.

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

The College ensures outcome -based education through effective learner-centric curriculum transaction and delivery, invited lecturesby experts , and through add-on courses. The programme outcomes and course outcomes for all the courses offered by the institution are displayed on the institutional website. This helps the young learners and their parents/guardians to choose their appropriate course of study according to their preferences and the career options available.

20.Distance education/online education:

Facilities for the blended online-offline mode of education have been developed in the institution. This mode has actually been used in the pandemic situation when social distancing had to be maintained. The classrooms and laboratories are wi-fi enabled. The ERP platform acquired by the College also enables online teaching-learning. The College library allows remote access to users for the online resources under NLIST , and also has a separate website.

Extended Profile

1.Programme

1.1   **17**

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

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   **1711**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	[View File]()

2.2   **763**

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

File Description	Documents
Data Template	[View File]()

2.3   **501**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File]()

3.Academic

3.1   **42**

Number of full time teachers during the year

File Description	Documents
Data Template	[View File]()

3.2   **42**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**17**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**1711**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**763**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**501**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**42**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**42**

File Description	Documents
Data Template	[View File](#)

4.Institution

4.1 Total number of Classrooms and Seminar halls	**29**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**49.66**
4.3 Total number of computers on campus for academic purposes	**120**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college strictly adheres to the prescribed curriculum given by the affiliating university (C.U) for all courses of the undergraduate programme. A well-defined approach to make the teaching- learning process highly effective is ensured. The college periodically arrange meetings of Academic Sub-Committee, Examination Sub-Committee etc., to ensure that the university prescribed syllabus and the academic calendar is maintained. The teachers always provide study materials and reference notes to the students. In each session a budget relevant to the demand is allocated by the college to fulfil the recurring and the non-recurring requirements of the different departments. Library users have the opportunity to log on to the NLIST portal of INFLIBNET from locations outside college campus. The college also encourages teaching strategies which are innovative ICT based teaching for effective delivery of the prescribed syllabus. The college collects feedback from the students, teachers, and alumni through well-structured questionnaire. The Principal as a member of the

Syndicate of the University of Calcutta always remains actively involved in the academic decision-making of the affiliating university. Two teachers are the members of the UG BoS in their respective subjects. The college by itself acts as a book publishing house equipped with ISBN.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.nndc.ac.in/images/uploads/Principal-NNDC-Syndicate_Member.pdf

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

The college conducts internal, tutorial and practical Examinations following the university guidelines in every academic session. Examinations are conducted, evaluated as per university norms maintaining the calendar of events. The Examination Sub-Committee is vested with the task of preparing the time table of the Internal Examination, and it is displayed on the Notice Board and published in the college website. The Principal of the college, frequently reviews the academic progress of each semester through the Academic Sub-Committee, and offers suggestions which are suitable. The faculty are appointed as Examiners/Paper-Setters/Moderators by the affiliating University, which the teachers perform sincerely. The faculty members follow the prescribed syllabus of their subjects and syllabus distribution of each department is done well in advance. Special tests are arranged for the students who are slow learners, and more assignments are given for practice to the advanced learners to develop their skill and knowledge. The Library and the Department of the college also preserve semester-end question papers. For certain subjects like Environmental Studies, Political Science, Physiology, Geography etc., have project based paper. Internal Assessment of all such projects of the above mentioned subjects are done by the faculty members of the department concerned.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.nndc.ac.in/images/uploads/ACADEMIC-CALENDER-1.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

08

File Description	Documents
Any additional information	[View File](#)
Minutes of relevant Academic Council/ BOS meetings	[View File](#)
Institutional data in prescribed format (Data Template)	[View File](#)

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

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

03

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

28

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Environment and Sustainability:

'Environmental Studies' is a 100 mark compulsory paper for UG Semester II students. This course contributes a lot to improve students' knowledge of the value of a clean, green environment. Every year the college celebrates World Environment Day on 5th June, 2023.

E-Waste Management:

Our organization has proclaimed the college campus a plastic-free zone and opposes the use of plastic. In partnership with the Nari Shakti Foundation, college employees distributed cotton bags in nearby markets to raise awareness among the general public about the harmful effects of plastics.

On Gender:

In order to support gender parity among students and employees, the college has an Equal Opportunity Centre, a Grievance Cell, and an Internal Complaints Committee. High-level security and CCTV surveillance are in place to protect the college campus.

Human Values and Professional Ethics:

The notice boards provide newcomers with easy access to information on human values, gender equality, and maintaining a clean campus. Departments organize educational excursions/field works for the students,college arrangevarious seminars,competition, sports which help to know about the human values and professional ethics.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

06

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

1180

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://www.nndc.ac.in/feedback_analysis.php
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	[https://www.nndc.ac.in/feedback_analysis.php](#)

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

595

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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

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

434

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

The college operates as a co-educational institution, fostering a diverse and inclusive environment where students from varied

socioeconomic and linguistic backgrounds engage in activities together, promoting positivity and productivity. Notably, a considerable proportion of students represent first-generation learners, with their socioeconomic context impacting attendance and academic performance. Faculty members prioritize the identification and support of such students, organizing orientation events at the onset of each academic session to provide comprehensive guidance. Central to the college's educational philosophy is the adoption of learner-centric pedagogy, facilitated through personalized approaches to student development. The identification of both slow and advanced learners is meticulously conducted, leveraging interactions during courses, active participation in debates, and performance in continuous internal evaluations. Advanced learners benefit from supplementary learning materials to facilitate deeper comprehension, while those facing learning challenges receive tailored remedial support sessions. Faculty members employ audiovisual teaching aids during lectures to enhance engagement and comprehension among students. Furthermore, students are encouraged to maximize the utilization of the college library, fostering a culture of effective research and resource utilization. Advanced learners are particularly encouraged to explore the wealth of learning resources available through the INFLIBNET's N-List program, enriching their academic pursuits. In summary, the college maintains a commitment to equity and excellence in education, promoting inclusivity and academic advancement through personalized support mechanisms and utilization of diverse learning resources.

File Description	Documents
Paste link for additional information	https://www.nndc.ac.in/prospectus.php
Upload any additional information	View File

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

Number of Students	Number of Teachers
1711	42

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

To enhance learning experiences, the college employs student-centered strategies such as experiential learning, participatory engagement, and problem-solving methodologies. A range of initiatives has been adopted to enrich the teaching-learning process and enhance students' educational journeys. Students are tasked with delivering PowerPoint presentations on diverse topics sourced from their curriculum or other departments. Additionally, they undertake projects, report writing, field trips, and group assignments as part of ongoing internal assessments. These activities, including group projects and review-based tasks, foster research acumen and refine technical and soft skills. Furthermore, students partake in field trips, study tours, and educational institution visits, providing practical exposure beyond classroom confines. The fusion of classroom instruction with outdoor learning facilitates clearer comprehension and heightened learning efficacy. Participative learning experiences are further enriched through annual social events and Fresher's welcomes. Problem-solving strategies, including group discussions, debates, quizzes, essay competitions, seminars, workshops, and webinars, are employed to enhance students' communication, reasoning, and logical abilities. Additionally, academic activities, wall magazines, youth parliaments, and college publications contribute to students' holistic development. Annual showcases afford students opportunities to showcase talents and hone teamwork skills, encapsulating the college's commitment to comprehensive student growth.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://nndc.ac.in/images/uploads/PROSPECTUS%2022-23.pdf

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

Within this institution, all faculty members employ ICT-based teaching methodologies to complement traditional pedagogical approaches. These methodologies encompass a range of tools, including laptop-enabled PowerPoint presentations, the college's ERP system serving as a comprehensive Learning Management System

(LMS), LCD projectors, desktop computers, graphic tablets, e-books, e-notes, Campus Canvas, Open Board, Webex, Jamboard, and various other vetted online resources. Additionally, instructional materials in audio and visual formats are diligently uploaded to designated websites and YouTube for easy student access. Educators utilize an assortment of digital devices, including digital cameras, smartphones, SmartBoards, tablets, styluses, scanners, printers, photocopiers, laser/light pens, microphones, pen drives, iPads, DVDs, and CDs, tailored to lesson requirements. The institution boasts 16 ICT-enabled classrooms alongside one Smart Classroom, fostering interactive learning environments. Moreover, the institution provides ubiquitous access to high-speed (100mbps) Wi-Fi connectivity, ensuring uninterrupted internet access for online teaching and learning endeavors. Faculty members leverage teleconference calls, Google Meet, and screen sharing functionalities to facilitate interactive instructional sessions. Essential instructional materials, including e-notes, are seamlessly integrated into the college's ERP system, while supplementary e-resources are readily accessible via the institution's official website. Since 2011, the institution has maintained membership with INFLIBNET (N-LIST), granting access to over 3 lakh e-books and 6000 e-journals and e-books, both on-campus and remotely.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

72

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

42

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

26

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

578

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Netaji Nagar Day College, affiliated with the University of Calcutta, meticulously upholds the standards and regulations governing student assessment and evaluation. With the adoption of the University's choice-based credit system (CBCS) for various undergraduate and postgraduate programs in Commerce, internal evaluation procedures have been reformed accordingly. The college ensures systematic, time-bound, and transparent assessment through periodic internal examinations, home assignments, and class tests as per university guidelines. Students are informed about program and course outcomes through orientation programs, the academic calendar, and the college prospectus available on the website. Internal evaluations, coupled with a mandatory 75% attendance requirement, align with the semester system CBCS regulations. An Examination Committee oversees the scheduling, conduct, and monitoring of internal assessments, ensuring adherence to deadlines and transparency. To foster transparency, assessed answer scripts are displayed to students, who may request re-consideration of grades within stipulated timelines. Additionally, a dedicated college and library website provides access to notices, previous year's questions, and online study materials, further enhancing the learning experience and transparency in assessments.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.nndc.ac.in/news_announcement.php

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

Through a robust system of internal assessment tests, in-class exercises, and home assignments that adhere to predefined evaluation criteria, students are apprised of the continuous evaluation system. Graded internal exam papers are readily accessible to students, facilitating transparency, self-assessment, and ongoing improvement. Any grievances can be promptly addressed by students with the relevant faculty and the center-in-charge. The Examination Committee meticulously publishes schedules for registration, applications, examinations, reviews, results announcements, and reassessments in accordance with predetermined timelines. This process is meticulously communicated through the college website, notice board, and direct notifications from department heads and teachers, ensuring operational effectiveness and efficiency. Announcements and timetables are disseminated well in advance on the Notice Board, the college site, and within respective departments, aligning seamlessly with University and College schedules. Question paper preparation prioritizes security while remaining open to faculty members, maintaining adherence to acceptable time schedules during the submission of answer sheets. Any instances of unfair tactics before, during, or after examinations are promptly addressed by the Examination Committee to uphold timeliness, effectiveness, and transparency. The mechanism for addressing internal examination-related grievances is transparent, time-bound, and efficient, ensuring swift resolution and maintaining the integrity of the evaluation process.Top of Form

File Description	Documents
Any additional information	View File
Link for additional information	https://www.nndc.ac.in/students_feedback.php

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Through the implementation of the Choice-Based Credit System (CBCS), our college endeavors to modernize the teaching and learning process, aiming to create a "Student-Centric" learning environment. Embracing the university-specified curriculum, our institution is committed to providing students with a

comprehensive education that aligns with this rigorous educational framework. Faculty members are actively engaged in adopting and implementing new teaching techniques to enhance the learning experience. The holistic development of learners remains the central focus of this approach, with course outcomes designed to equip students with essential skills and knowledge upon course completion. During orientation programs, college teachers provide students with detailed information about course objectives and outcomes, facilitating informed decision-making. Additionally, our college offers career counseling programs to empower students with the necessary skills and resources for a successful future. Language department students gain insight into significant literary and linguistic traditions, as well as their social, cultural, philosophical, and historical dimensions. Furthermore, students are prepared to participate in state and centrally sponsored competitive exams, ensuring comprehensive preparation for future endeavors. In essence, our college is dedicated to fostering a student-centered learning environment that promotes academic excellence and prepares students for diverse professional and academic pursuits.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.nndc.ac.in/co_po/COURSE-OUTCOME-PROGRAMME-OUTCOME.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The college is dedicated to effectively delivering the curriculum prescribed by the affiliated University, ensuring that students acquire the necessary competencies and knowledge across various program settings. Through a blend of formative and summative evaluation approaches, the college aims to ensure the successful attainment of specified learning goals. Emphasizing the importance of regular classes, remedial sessions, practical exercises, and fieldwork supervision, the college strives to provide a comprehensive learning experience. During orientation programs, course professors engage with students to elucidate course objectives and outcomes. To expose students to the latest developments in their respective fields, the institution organizes seminars, webinars, and presentations by eminent scholars. Many

departments publish wall magazines, with the college magazine holding particular significance in this regard. Career counseling programs are offered to assist students in making informed decisions about their future endeavors. Faculty members regularly advise students on opportunities for further education and career advancement, empowering them to maximize their undergraduate experience. In essence, the college is committed to fostering a conducive learning environment that equips students with the skills and capabilities necessary for continued education or employment opportunities.

File Description	Documents
Upload any additional information	[View File]()
Paste link for Additional information	[https://www.nndc.ac.in/co_po/COURSE-OUTCOME-PROGRAMME-OUTCOME.pdf]()

2.6.3 - Pass percentage of Students during the year

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

459

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File]()
Upload any additional information	[View File]()
Paste link for the annual report	[https://www.nndc.ac.in/aqar_additional_documents.php]()

2.7 - Student Satisfaction Survey

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

[https://nndc.ac.in/images/uploads/stu.pdf]()

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

12.5

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

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

3.2 - Innovation Ecosystem

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

The institution fosters a conducive environment, providing infrastructure, resources, and motivation for both students and teachers to excel in research and innovation. Through holistic education, students gain insight into societal issues and are encouraged to devise solutions within their capabilities. Various clubs and committees, such as the Science and Nature Club, Seminar Sub Committee, and Research Cell, organize events like Annual Exhibitions, Invited Talks, Seminars, and Career Counseling, promoting innovative endeavors and knowledge dissemination. Many faculty members actively engage in research, serving as editorial board members for international journals, reviewers, and resource persons in seminars and conferences, earning recognition for their contributions. Notably, Dr. Sucharita Mitra has received the INSA Visiting Scientist Award, leading to a fellowship at the Center for Digital Health, PHFI, where she contributed to improving the Digisahayam telemedicine project. Similarly, Dr. Satabdee Banerjee received the Best Paper Award at IRPSS-2022, while Smt. Mitra Tithi Dey delivered lectures on Computer Science topics on CTVN Channel. The institution's provision of ICT facilities and internet/Wi-Fi access across departments facilitates online resource utilization, fostering an ecosystem conducive to innovation.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.youtube.com/watch?v=mgYk9wxm80w

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

8

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

03

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

13

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The college emphasizes holistic development through social responsibilities and campus outreach programs, facilitated by various units including NSS units, and IQAC. Throughout the academic session from July 2022 to June 2023, several awareness and outreach initiatives were organized:

- A blood donation camp held on November 10, 2022, in collaboration with Netaji Nagar Day College Students' Union and the Department of Health, Government of West Bengal.
- An awareness rally on November 13, 2022, jointly organized by Netaji Nagar Day College and Anubhab, an environmental organization.
- A thalassaemia awareness camp on August 13, 2022, jointly organized by NNDC, Rotary Club of Calcutta Endeavour, Nari Shakti Foundation.
- An awareness program on 'Women Health and Hygiene' organized by the Equal Opportunity Centre of the college on September 13, 2022.
- A free eye camp organized by NNDCAlumni Association in collaboration with NGO, Tollygunge 'The Saviour' on May 4, 2023.
- Financial literacy program organized by the career counseling and placement cell in collaboration with NISM and AXIS Bank Ltd.
- Health check-up & psychological counseling organized on January 4, 2023..
- NSS special camp held from March 18 to March 25, 2023, at

Khanpur slum, utilizing funds of Rs. 47,500 received for regular and special camps.

File Description	Documents
Paste link for additional information	https://nndc.ac.in/aqar_additional_documents.php
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

01

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

08

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

564

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

7

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

6

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The physical facilities for teaching-learning in Netaji Nagar Day College comprises of adequate number of classrooms, well-endowed Library, well-equipped Laboratories and wi-fi/internet enabled learning spaces as stated below: a) Classrooms i. Large : 04

ii. Medium : 7

iii. Small : 14

b) Seminar Hall : 01

c) Technology-enabled learning spaces: 16

d) Laboratories: 11

e) Virtual classroom : 01

Internet facilities are available for both teachers and students in the UGC Network Resource Centre in the Library, in different departments, IQAC and Principal's Room as well as in the office and accounts section. The institution has a Central Library, with more than 20000 books. All usable books are tagged with BARCODE by using KOHA, an Integrated Library Management Open Source Software. Lending of books to the faculty and staff by using Barcode Reader. Users can access ebooks, e-journals etc. from the institution's subscribed N-LIST (National Library and Information Services Infrastructure of Scholarly Content) e-Resources which is available in the INFLIBNET website www.inflibnet.ac.in since 2011. The Central Library has its own website

https://centrallibrarynndc.wordpress.com containing links for e-books, e-journals, newspapers,etc. Quick link of all Universities in West Bengal and IGNOU. Calcutta University question papers, syllabus etc

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.nndc.ac.in/images/uploads/4.1.1.%20Infrastructure%20&%20Physical%20Facilities.pdf

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

Sports facilities are available in the college. There is a playground adjacent to the College for outdoor games. The students are encouraged to participate in sports and various indoor or outdoor games. Each year the College organizes Annual Sports where the students and staff participate in different events like 100 metres, 200 meters, 400 meters Race, Relay Race, Long jump, High Jump, Musical chair, etc. For indoor games there are Table Tennis boards, as well as facilities for Carrom, Chess, etc. in both Boys' and Girls' common rooms. Inter-class indoor games competitions as well as Inter-class Cricket and Football tournaments are organized every year. The College has an outstanding record of winning trophies and medals in various inter-college sports and games tournaments. Recently earth piling, fencing, and planting grass on college playground was undertaken with the funds announced for renovation of College playground during Golden Jubilee celebration by Hon'ble MIC, Youth Affairs & Sports, Govt. of WB. Various cultural activities are organised on the occasion of Foundation Day , Independence Day, Republic Day, Teachers' Day, Rabindra Jayanti, , Basanta Utsav, Women's Day and International Mother Language Day, within the College premises

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.nndc.ac.in/images/uploads/4.1.1.%20Infrastructure%20&%20Physical%20Facilities.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

15

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.nndc.ac.in/4_Infrastructure_an d_Learning_Resources_.php
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

0.99

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

- **Name of ILMS software : KOHA**
- **Nature of automation (fully or partially) : Partially**
- **Version : KOHA Version: 21.11.11.000**
- **OS Version Linux NNDCL-H410M-S2-V2 5.15.0-48-generic #54~20.04.1-Ubuntu SMP Thu Sep 1 16:17:26 UTC 2022 x86_64**
- **Perl Version: 5.030000**
- **MySQL Version: mysql Ver 15.1 Distrib 10.3.37-MariaDB, for debian-linux-gnu (x86_64) using readline 5.2**

- **Server Version: Apache/2.4.41 (Ubuntu)**
- **Zebra Version : Zebra 2.1.4 (C) 1994-2017, Index Data Zebra is free software, covered by the GNU General Public License, and you are welcome to change it and/or distribute copies of it under certain conditions. SHA1 ID: 45c729bb18ecdd3e0455f47765700b1c9754b1ce Using ICU**
- **Year of Automation: 2005 to July 2012 through WINISIS software Aug 2012 onwards through KOHA software**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://www.nndc.ac.in/images/uploads/4.2.1.%20Additional%20information%20Library.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**B. Any 3 of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.08

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

36

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The IT facilities are updated at frequent intervals. Funds are allocated in the annual budget of the institution for maintenance and upgradation of IT facilities. A Virtual classroom equipped with projector, smart board and wi-fi facility was set up in the College with the Govt. funds received for that purpose .The Departments are well-equipped for audio-visual presentations. The latest version of softwares like GIS are procured for the concerned Department(s). The College has set up a Language Laboratory in 2021 by procuring Wordsworth English Language software.. Desktop computers and laptops have also been procured with the RUSA grant. The IT facilities were further extended in the College in November 2021 when the necessity of blended offline & online) mode of teaching-learning arose , for maintaining social distancing immediately after the pandemic . All Departments are provided with Wi-Fi facility from November 2021 onwards. Most of the classrooms are wi-fi enabled now. Teachers can now conduct online classes while being present in the College premises. Being equipped with wi-fi facility, laptop and other devices like graphic tablet, The combination of open source software like Open board and graphic tablet creates a classroom like environment..

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.nndc.ac.in/images/uploads/2.3. 1.%20(c)%20Bandwidth,%20Server%20and%20wir eless%20related%20supporting%20document.pd f

4.3.2 - Number of Computers

95

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

26.82

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The physical facilities including Laboratories, Classrooms and Computers etc. are made available for the students . Separate recurring funds are allotted to all H.O.D of the respective departments for maintenance of the laboratories and the classrooms. The college has adequate number of computers with internet and Wi-Fi connections and the utility software distributed in different departments like MS-Office, Tally software for Accounts, Matlab, GPS Software, Circuit simulation, etc. for laboratories, KOHA Library management software for library, etc. All the stakeholders have equal opportunity to use those facilities as per the rules and the policies of the institution. The college library is also equipped with computers having internet and LAN facility for learning purpose of the students. Library is sharing the resources of INFLIBNET (Information Library Network) through Internet. There are 1,99,500 plus e-book materials and 6000 plus e- journals under N-List Program and 6,00,000 plus e-books through NDL. The users of this library can access and download all e-materials in free of cost. All Science departments have their own computers and laptop with internet facilities. The ICT Smart Class Rooms and the related systems are maintained by corresponding service provider as and when required.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

914

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

66

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**B. 3 of the above**

File Description	Documents
Link to Institutional website	https://nndc.ac.in/nndc-documents/NAAC%20Criteria%205%20Supporting%20Documents/5.1.3.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

92

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

92

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

12

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

12

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

3

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The college is a co-educational institution where male and female students and staff undertake all activities together in a cohesive liberal spirit. The Students' Union ensures that girl students can

participate in academic, co-curricular and extracurricular activities with honor and dignity.The college organizes annual sports, seminars, cultural events, blood donation camp, annual exhibitions, quiz/debate competitions, awareness programmes, extension activities through NSS.The students are encouraged to participate in sports and various indoor or outdoor games. Additional initiatives ensure active participation of both male female students in co-curricular and extra-curricular activities. The College organizes Annual Sports where the students participate in different events like Race, Long jump, High Jump, Musical chair, etc. For indoor games there are Table Tennis boards, as well as facilities for Carrom, Chess, etc..Inter-class indoor games competitions as well as Inter-class Cricket and Football tournaments are organized every year.The College has an outstanding record of winning trophies and medals in various inter-college sports and games tournaments.Various cultural activities are organised on the occasion of Foundation Day , Independence Day, Republic Day, Teachers' Day, Rabindra Jayanti, , Basanta Utsav, Women's Day and International Mother Language Day, within the College premises.

File Description	Documents
Paste link for additional information	https://nndc.ac.in/images/uploads/PROSPECTUS%2022-23.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

3

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

5.4 - Alumni Engagement

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

The Alumni Association of Netaji Nagar Day College organised a free eye camp in Association with an NGO named "Tollygunge the Saviour" on 4th May 2023. Special attraction of this program was the check up for 'Cataract'. Huge number of students of the college along with their family members and local residents participated in the said programme and made it successful. Similar activities were proposed to be undertaken in the days to come.

A yearly meeting of registered Alumni Association of our college was held on 14th July 2022 for this academic year to discuss the modalities and activity plan for the session 2022-23. Registration process of membership is also in continuous mode during this year. As for evidence student from Botany Hons., named Writwik Dutta, joined in this association. Presently, he is pursuing M.Sc and he also has strong cultural platform with vocal music.

File Description	Documents
Paste link for additional information	https://nndc.ac.in/images/uploads/PROSPECTUS%2022-23.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

In conformity to its vision, mission and priority of providing maximum access to students from economically less privileged sections, the College charges minimal Fees from its students, till today. The students, who cannot afford to pay the Fees, are provided Fees concession/full waiver, on merit-cum-means basis. Outstanding players/athletes who represent the College in various tournaments are also granted fee waiver,throughout their period of study in the College. The College makes concerted efforts to forward the applications of students to appropriate government agencies so that they may avail theNational Scholarship/ Swami Vivekananda Merit –cum-Means Scholarship (SVMCM)/ SC/ST/ Minority Scholarship. All girl students, who are between18 and19 years of age and unmarried, are encouraged to apply for financial grant under theKanyashree Prakalpa of Govt. of West Bengal. The minimal fees charged by the College, theFees waiver granted to students on merit-cum-means basis, together with the efforts made by the College to ascertain the award of scholarships and financial grant to students from Govt. agencies, has resulted in transforming the founders' dream of establishing a seat of higher learning within the reach of the economically less privileged, into reality.

File Description	Documents
Paste link for additional information	https://nndc.ac.in/Institutional_Distinctiveness.php
Upload any additional information	View File

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

The governance of the institution reflects effective leadership in tune with its vision and mission.To promote the culture of participative management, teachers are given due representation in all sub- committees and thus actively participate in the decision

making bodies. The topmost tier of management is the Governing Body -the main decision making statutory body. The inclusion of three elected teacher representatives, one elceted non-teaching representative, and one student representative in the Governing Body is reflective of the democratic nature of the institution. The Teachers' Council comprising of a Secretary and members holding substantive teaching posts recommends the names of teachers for the IQAC along with the name of a senior teacher as IQAC Co-ordinator. The Academic Sub-committee, Finance Committee, Library Sub-Committee and Planning & Development sub-committee all are constituted mainly with teachers as members. These are statutory committees constituted by the Governing Body where teacher members participate in decision -making . Institutional activities are conducted through various sub-committees comprising of teachers, staff and students. The Conveners of subcommittees hold meetings with members to discuss and finalize the modalities of conducting various events/activities.

File Description	Documents
Paste link for additional information	https://nndc.ac.in/governing_body.php
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College is committed to quality sustenance and gradual quality enhancement through the implementation of institutional strategic plans. Before implementation, all strategic and development plans are placed before the Governing Body for approval. During the year 2022-23, painting of the exteriorsurface of College building was undertaken and completed successfully involving an expenditure of Rs.162756/- only. Minor repairs on the interior surfaces of College building was also planned and executed successfully during the year , involving an expenditure of Rs.99226/- only. , In recent years, the very crucial strategic plan was in respect of re-strengthening one of the College buildings. The distressed four storied building of Netaji Nagar Day College required extensive repair and re-strengthening through the construction of new columns with micro piling and grouting below column footings. It was a challenging task which has been completed during 2020-21.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://nndc.ac.in/aqar_additional_documents.php
Upload any additional information	View File

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

The internal organizational structure as specified under Statute 93 of the University of Calcutta isdemocratic andefficient. The highest decision making authority is the Governing Body The Principal as the academic and administrative head takes decisionin consultation with the Teacher's Council, Academic subcommittee, elected student's representative on academic issues and student affairs. All financial matters are dealt with by the Finance sub-committee . The purchase related matters are dealt with by the Purchase sub-committee. The Accountant prepares the accounts which are checked by the Bursar and then internal audit is undertaken before thestatutory external audit.The Cashier is entrusted with the disbursement of payments in cash or by cheque.Appointment of teachers is made on the recommendation of the West Bengal College Service Commission. Based on such recommendation, and subsequent Governing Body resolution, appointment letters are issued by the Principal. Such appointments are subsequently approved by the Education Directorate , Govt. of West Bengal. For promotion of teachers under the Career Advancement Scheme, Selection Committee is duly constituted comprising of subject expert recommended by the University of Calcutta, Govt. nominee recommended by the Education Directorate , Govt. of West Bengal, and the Principal.

File Description	Documents
Paste link for additional information	https://www.nndc.ac.in/6_Governance_Leadership_and_Management.php
Link to Organogram of the institution webpage	https://nndc.ac.in/organogram/ORGANOGRAM%20OF%20THE%20INSTITUTION.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The instiution has undertaken some effective welfare measures for both its teaching and non-teaching staff.

(i) An Employees' Cooperative Credit Society known as Netaji Nagar College Employees' Cooperative Credit Society Ltd., established on 27.01.1977, serves the teaching and non-teaching staff who are members by providing financial loan, financial assistance in case of major illness etc.

(ii)The College subscribes to the ESI scheme for the nonteaching staff on College pay.

(iii) A Staff Benefit Fund for the non-teaching staff on College pay is maintained where an employee deposits a minimum of 10% of salary with a matching contribution by the College. Employees can avail of financial loan from this Fund in case of need.

File Description	Documents
Paste link for additional information	https://www.nndc.ac.in/images/uploads/6.3.1.%20Additional%20information%20Final.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops

and towards membership fee of professional bodies during the year

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

1

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

5

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The performance appraisal of the teaching staff is based on self-appraisal and student feedback. Self appraisal is done through a structured format prescribed by the State Government in conformity with the UGC stipulated PBAS containing questions on curricular, co-curricular, extra-curricular as well as on research activities. Student feedback is obtained on a ten-point scale structured questionnaire covering various aspects of teaching. The Principal reviews the performance appraisal reports of the faculty and communicates deficiencies, if any, to individual teacher suggesting improvement measures. Good performance by the faculty is also acknowledged by the management. The self-appraisal filled up by individual teachers is reviewed in detail especially at the time of their applying for promotion to the next higher scale of pay when the annual self-appraisal forms have to be placed before the Screening Committee duly authenticated by the IQAC Coordinator and the Principal. Non-teaching staff are also subject to performance appraisal, though informally. Their sincerity and dedication in institutional work assigned to them is appreciated by the management. Lapses, if any, are pointed out immediately to the concerned staff and explanation is sought to prevent recurrence of any negligence in duty.

File Description	Documents
Paste link for additional information	https://nndc.ac.in/images/uploads/Report%20on%20Performance%20Appraisal%202022-23.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution conducts internal and external financial audits regularly. The college ensures strict financial discipline by adhering to the financial rules of the Government. It has its own internal audit mechanism operated by the Internal Auditor who is assisted by the Accounts section of the college office. The internal mechanism for passing bills and making payments is strict and foolproof. All the financial decisions are taken by the Finance SubCommittee and finally approved by the Governing Body to ensure strict financial discipline. The Accounts section of the College maintains all accounts through Tally. These are audited internally by the Internal Auditor. External Audit is conducted every year by the Government appointed Statutory Auditor. The Accountant prepares the accounts which are checked by the Bursar and then by the Internal Auditor. Finally, the Accounts are placed for audit by the Statutory Auditor. Annual audit by the Statutory Auditor has been completed till the Financial Year 2019-'20. There is no major audit objection. The accounts upto FY 2021-22have been audited by the Internal Auditor, and will be placed before the Statutory Auditor as soon as the name is recommended by the Education Directorate, Govt. of West Bengal.

File Description	Documents
Paste link for additional information	https://nndc.ac.in/nndc-documents/Internal%20Audit%20Reports/Internal%20Audit%20Report%202021-2022.pdf
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers

during the year (not covered in Criterion III)

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

12.5

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The College peridically submits proposals to the Dept. of Higher Education, Govt. of West Bengal for development grants. During the year 2022-23, two such proposals have been submitted . But the College has not yet received any financial assistance from the Dept. of Higher Education , GoWB, in reponse to these proposals.

For the optimum and efficient utilization of resources, the institutional budget is prepared by the Bursar with the assistance of the Accountant in March every year. This is reviewed by the Finance sub-committee and then recommended for being placed before the Governing Body for approval. All procurement and other expenditure on academic and physical facilities are processed by the Purchase Sub-committee after being approved by the Finance Sub-committee. As per the rules of the Finance Dept., all expenditure exceeding Rupees One Lakh is processed through E-Tender.

File Description	Documents
Paste link for additional information	https://nndc.ac.in/images/uploads/Report%20on%20Mobilization%20of%20Funds%20&%20optimum%20utiliztion.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC has contributed significantly for institutionalizing the quality assurance strategies. One important aspect of quality assurance strategy is the practice of obtaining regular feedbacks from the students, parents/guardians, and alumni. Such feedback is analysed carefully by the IQAC and remedial/improvement measures are initiated accordingly. Regular meetings of the Academic sub-committee, Finance sub-committee, Library sub- committee and also of the various sub-committees constituted by the Teachers' Council are held to plan and execute the academic, co-curricular, extra-curricular activities of the institution and also for proper financial management of available funds. IQAC has been focussing on the increased use of ICT, e-resources, continuous quality enhancement of available human resources through training/ retraining of staff, mentoring of students, participation of faculty in RC/FIP/STC etc. and in active research work. During 2022-23, four teachers have been awarded Ph.D. One member of the faculty has been selected for the INSA Visiting Scientist programme in 2022, and another faculty member has been awarded post-doctoral fellowship by the University of Mauritius during the year. A faculty member has been invited to visit the Dept. of Physics at the University of Japan in 2022-23.

File Description	Documents
Paste link for additional information	https://assessmentonline.naac.gov.in/storage/app/hei/SSR/103287/6.5.1_1676290012_10291.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Review of the teaching -learning process , structure & methodologies is done in the Academic sub-committee meetings and the decisions taken therein are communicated to the teachers by the concerned heads of Departments in the Departmental meetings. These meetings are held at he beginning of every academic year for the distribution of the syllabus among the departmental teachers, also in the middle of each semester for assessing the progress of teaching-learning, and finally after the declaration of CU

examination results for review of students' performances. The learning outcomes are reviewed at periodic intervals by considering the performance of students in the internal assessments as well as in the semester examinations held externally.

IQAC depends mainly on student and parent feedback for reviwing the teaching learning process. Such feedback is obtained through a structured questionnaire available for the students on the institutional website.

Teachers are encouraged to participate in Faculty Induction Programme, Refresher and Orientation courses , Short Term Courses for continuous upgradation of knowledge base and teaching skills. The IQAC also motivates the departments to organize invited lectures, Seminars/Webinars, Student presentations, etc. for enrichment of the teaching-learning process.

File Description	Documents
Paste link for additional information	https://nndc.ac.in/feedback_analysis.php
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://nndc.ac.in/nirf/Netaji%20Nagar%20Day%20College-data-20230218.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The Institution has a strong ethical work culture based on inclusivity and gender equity. Equal opportunities are provided to all students of this institution irrespective of their gender- which is reflected in the high percentage of girl student enrolment. The unique work culture, healthy traditions and ethos of this institution have led to the enrolment of impressive number of girl students in this institution. Among the teaching staff, 61% are women. Safety, security and well-being, along with gender equity and friendly working atmosphere are the issues of prime concern to the College. The institution conducts regular gender equity promotionprograms.

The Equal Opportunity Cell of our Institution involve NGO (SWAYAM) representatives for their guidance and support. The Institution has send two representative girl students for training and attending seminar/workshop to have a deeper understanding of gender issues. This will facilitate building a healthy campus.

The teachers and Principal are always available for counselling of both male and female students for their academic and other problems.

Separate common rooms have been allocated for girls and boys.

Additional initiatives ensure active participation of both male and female students in co-curricular and extra-curricular activities.

File Description	Documents
Annual gender sensitization action plan	https://www.nndc.ac.in/images/uploads/7.1.1-1.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.nndc.ac.in/images/uploads/7.1.1%20pic.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Solid Waste management: The waste is segregated at each level and source. The block workers in each floor collect, clean, segregate and compile the waste in the dustbins (Green and Blue) provided at each floor.

The College has contacted an authorized west management service provider, HulladekRecycling , who collects the waste from the designated place, segregates them, recycles them and disposes them at the landfills authorized by the government.

Liquid Waste:

Liquid waste generated by the College is of two types:

1. Sewage waste

2. Laboratory waste

The above waste is disposed of as per regulation of Calcutta Corporation sewage system disposal plan.

E-Waste Management:

Motherboard, compact discs, cartridges etc generated by electronic equipments such as Computers, Printers, and Photocopy machines of the college are recycled properly by the help of Hulladek . Instead of buying a new machine buyback option is taken for technology upgradation. The e-waste generated from hardware which cannot be reused or recycled is being disposed off centrally through authorized vendors.

The Institution discourages uses of plastic and has declared college campus as plastic free zone and promotes digital platform to reduce the usage of paper for communication and sharing documents. Regular awareness campaigns against use of plastics and distribution of Cotton bags are held in neighbouring market place.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	[View File](#)

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment	A. Any 4 or all of the above

5. Provision for enquiry and information :
Human assistance, reader, scribe, soft copies
of reading material, screen   reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

Institution lays down an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Different sports and cultural activities organized inside the college promote harmony towards each other. Commemorative days like Women's day, Yoga day,

International Language Day, along with many regional festivals like Basantotshab(Festival of Spring), Saraswati puja are celebrated in the college. A Yoga Workshop was held on 21st June, 2022 to commemorate World Yoga Day. This establishes positive interaction among people of different racial and cultural backgrounds. There are different grievance redressal cells in the institute like Student grievance redressal cell, Women grievance redressal cell which deal with grievances without considering anyone's racial or cultural background. Institute has code of conducts for students and a separate code of ethics for teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

Every year Institute celebrates Republic Day and Independence Day on January 26 and August 15 respectively. Flag hoisting with National anthem and oath of national integrity followed by lectures on the sensitization of students on responsibility towards the constitutional values,rights, duties and responsibilities of citizens.

Every year institute organizes blood donation camp in association with student union.

The students are encouraged to participate in the activities of spreading the awareness among citizens on harmful and deadly effects of tobacco. The college premises and adjacent area has been declared as tobacco free zone by college authority.

An awareness camp for Thalassemia and Thalassemia screening was held on 13th August,2022.

The Institution organized a career counselling session by the Institute of Chartered Accountants of India on 6th August, 2022.

A campus interview was held on 23.02.2023 .

The nstitutionwith collaboration with ICICI Prudential Life Insurance Company Ltd. has organized a Campus recruitment programme on 10th April, 2023.

The Career Counselling and Placement cell of Netaji Nagar Day College with collaboration with the NISM has organized a 10 hour programme on 8th and 10th May, 2023 , to get career guidance in finance, free of cost.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.nndc.ac.in/images/uploads/7.1.9%20Pic.pdf
Any other relevant information	No other relevant information

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**A. All of the above**

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

The Institution celebrates national and international commemorative days and festivals with great enthusiasm to commemorate the ideology and importance of these days and to pay tribute to our great National Leaders.

The institution celebrates Republic Day and Independence Day on 26th January and on 15th of August respectively of every year to remind the students about the constitution of our country and to abide by it at all times.

Birth Anniversary of Netaji Subhas Chandra Bose is celebrated
every year on 23rd January to understand his ideology. Foundation
Day of University of Calcutta is observed on 24th January every
year.

International Language Day is celebrated on 21st February with
great enthusiasm. The initiative is aimed at preserving and
promoting mother languages and to protect the diverse culture and
intellectual heritage of different regions of our country.
International Yoga Day

is celebrated on 21st June. International Women's Day is
celebrated on 8th March in the college premises to celebrate the
social,economic, cultural and political achievements of women.
Environment Day is celebrated on 8th June wherein the students are
given awareness on their duties and rights for maintaining a
sustainable environment as a committed citizen by conducting Inter
college competition.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	[View File](#)
Any other relevant information	[View File](#)

7.2 - Best Practices

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

A 1. Title: Scholarships/Freeships to students

2.: Objectives: Adherence to the vision - providing maximum access
to less-privileged learners.

3. Context: Many students belong to the economically challenged
sections.

4.Practice: The College sensitizes students about Govt.
scholarships.Applications are promptly forwarded to the Govt.
agencies. The needy students are granted full freeships /fee
concessions. Students are also being awarded scholarships @

Rs.10,000/- from Endowment Fund.

5. Success: 51 students granted full freeship involvingRs.51830/-.
Fees concession granted to 15 students involvingRs.29390/-
Scholarshipsawarded to 04 students involving Rs.40,000/-
fromEndowment Fund. 914 students received Govt. scholarships
during the year.

6.Problems: Grant of freeships is a burden on the institution.

B. 1.Title: Outreach activities during the year

2.Objectives: Reaching out to the needy andinculcating the habit
of community service among students.

3. Context: Commitment to fulfil institutional social
responsibility.

4.Practice: i) Blood Donation camp was organized on 10th November
2022. ii) Free eye check-up camp was organized by the Alumni
Association on4th May 2023.

5 Success.: Blood donation camp is organized annually.110students
donated blood this year. 91 elderly persons underwent eye check-
up.

6. Problems: Funds foroutreach activities is a challenge for the
institution.

File Description	Documents
Best practices in the Institutional website	https://nndc.ac.in/best_practices.php
Any other relevant information	No other relevant information

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The College was established as a higher educational institution
within the reach of young learners from families displaced from
their roots in erstwhile East Pakistan. The vision of the College
is to be a leading college inKolkata, providing a well-resourced,
strongly academic, holistic education such that it will create an

environment "where the mind is without fear, the head is held high and knowledge is free". The mission is to provide equal opportunity of access to all. In conformity to its vision, mission,the College charges minimal Fees from its students, till today. Studentsare also provided Fees concession/full waiver, on merit-cum-means basis. Outstanding players/athletes who represent the College in various tournaments are also granted fee waiver. Scholarship applications of students are promptly forwarded to government agencies.All girl students,between18 and19 years of age and unmarried, are encouraged to apply under the Kanyashree Prakalpa of Govt. of West Bengal. The minimal fees charged by the College, theFees waiver granted to students on merit-cum-means basis, together with the efforts made by the College to ascertain the award of scholarships and financial grant to students from Govt. agencies, has resulted in transforming the founders' dream into reality.

File Description	Documents
Appropriate web in the Institutional website	[View File]()
Any other relevant information	[View File]()

7.3.2 - Plan of action for the next academic year

1. To undertake infrastructural upgradation in the form of False Ceiling of two large classrooms on the top floor
2. To establish linkages with more HEIs as well as with B-schools such as Pune Institute of Business Management (PIBM)
3. To re-constitute the Research & Development Cell in terms of recent UGC guidelines, and to grant financial assistance from the institution for Minor Research Projects undertaken by the faculty members.
4. To continue the outreach activities and social awareness camps- blood donation, awareness reg. control of Dengue & other vector-borne diseases, campaign against use of plastic bags, etc.
5. To award the highest achievers in each course on the basis of CGPA obtained in University examination.
6. To award scholarships on need-cum-merit basis to students from Dr. Manoranjan Biswas Endowment Fund.
7. To organize Staff Development Programme for the administrative and support staff.
8. To organize Faculty Development Programme jointly with the Postgraduate Dept. of Commerce, University of Calcutta.