YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution   NEW ALIPORE COLLEGE

- Name of the Head of the institution   Dr Jaydeep Sarangi

- Designation   Principal

- Does the institution function from its own   Yes
  campus?

- Phone no./Alternate phone no.   02224002311

- Mobile No: 9432207607

- Registered e-mail   newaliporecollege@yahoo.co.in

- Alternate e-mail   principal@newaliporecollege.ac.in

- Address   Humayun Kabir Sarani L Block New
                                               Alipore

- City/Town   Kolkata

- State/UT   West Bengal

- Pin Code   700053

2.Institutional status

- Affiliated / Constitution Colleges   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 Dhrubajyoti Bnaerjee**

- Phone No.   **02242002311**

- Alternate phone No.   **9432207607**

- Mobile   **9830081028**

- IQAC e-mail address   **iqacnewaliporecollege@gmail.com**

- Alternate e-mail address   **teacherdhrubo@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://newaliporecollege.ac.in/page/aqar

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://newaliporecollege.ac.in/page/academic-calendar

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	**A**	**3.03**	**2023**	**14/09/2023**	**13/09/2028**
Cycle 2	**B+**	**2.68**	**2016**	**16/09/2016**	**31/12/2022**
Cycle 1	**B+**	**75.55**	**2007**	**31/03/2007**	**30/03/2012**

6.Date of Establishment of IQAC   **28/07/2007**

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
NIL	**NIL**	**NA**	**NA**	**NIL**

8.Whether composition of IQAC as per latest NAAC guidelines   **Yes**

- Upload latest notification of formation of   [View File]

IQAC

9.No. of IQAC meetings held during the year   **4**

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

- If No, please upload the minutes of the   [View File]
  meeting(s) and Action Taken Report

10.Whether IQAC received funding from any   **No**
of the funding agency to support its activities
during the year?

- If yes, mention the amount

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

Initiating the process of introduction of PG COURSES

Streamlining the CAS of teachers

Equipping teachers with skills for teaching new CCF syllabus

Promoting the teaching of Indian Knowledge System

Continuing with Green Initiatives and Best Practices in the Campus

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
Extensive use of LMS by every teacher and student	All Teachers upload materials on the LMS for the benefit of students
Other than University mandated test (Internal Assessment and Tutorials), there should be preparatory class tests.	All Departments practise CIE and help students prepare for Exams
Orienting students regarding various scholarships that they are eligible for	Regular sensitization programmes are undertaken and helpdesks are active
Career Counselling to be made for proactive	Regular seminars in this regard are organized and students are sensitized of careeropportunities
Research Opportunities to be strengthened further	Seminars, publications, workshops, projects are all being encouraged

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	30/11/2024

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	NEW ALIPORE COLLEGE
• Name of the Head of the institution	Dr Jaydeep Sarangi
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02224002311
• Mobile No:	9432207607
• Registered e-mail	newaliporecollege@yahoo.co.in
• Alternate e-mail	principal@newaliporecollege.ac.in
• Address	Humayun Kabir Sarani L Block New Alipore
• City/Town	Kolkata
• State/UT	West Bengal
• Pin Code	700053
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• Affiliated / Constitution Colleges	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 Dhrubajyoti Bnaerjee

• Phone No.	**02242002311**
• Alternate phone No.	**9432207607**
• Mobile	**9830081028**
• IQAC e-mail address	**iqacnewaliporecollege@gmail.com**
• Alternate e-mail address	**teacherdhrubo@gmail.com**
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• if yes, whether it is uploaded in the Institutional website Web link:	https://newaliporecollege.ac.in/page/academic-calendar

5.Accreditation Details

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Cycle 2	**B+**	**2.68**	**2016**	**16/09/2016**	**31/12/2022**
Cycle 1	**B+**	**75.55**	**2007**	**31/03/2007**	**30/03/2012**

6.Date of Establishment of IQAC	**28/07/2007**

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
NIL	**NIL**	**NA**	**NA**	**NIL**

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	4	
• 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	View File	
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)
Initiating the process of introduction of PG COURSES
Streamlining the CAS of teachers
Equipping teachers with skills for teaching new CCF syllabus
Promoting the teaching of Indian Knowledge System
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Research Opportunities to be strengthened further	Seminars, publications, workshops, projects are all being encouraged

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	30/11/2024

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-2023	13/03/2024

15.Multidisciplinary / interdisciplinary

The New Education Policy (NEP) emphasizes on the need to make education multidisciplinary. This seems to be a significant step that will benefit the students with various enabling outcomes. These would include a method of curriculum integration that highlights the varied perspectives that different disciplines can bring to illustrate a theme, subject or perspective. The

conventional higher education pattern considerably restricted the student's options to explore various options of study or opt for dual streams which often resulted in their de-motivation in higher studies. The NEP's multi-disciplinary approach is aimed towards enhancing the scope and depth of learning. The University of Calcutta introduced the CCF from the Academic Year 2023-2024 and following these guidelines the College teaches various INTER DISCIPLINARY COURSES with a view to widening the perspectives of the students.The CBCS introduced by the affiliating University in 2017 for Commerce and in 2018 for other streams has been a significant step toward a multidisciplinary academic system. Moreover various Add On Courses help to bridge the gaps between various disciplines and give students of a particular stream exposure to other fields of study.

16.Academic bank of credits (ABC):

New Alipore College is an a College affiliated to the University of Calcutta under the administrative control of Govt of West Bengal. As soon as we received orders and guidelines from the appropriate authorities, we took steps to implement Academic Bank of Credits. For the Academic Year 2023-24, the ABC ids of the students of Semester 1 were gathered and kept. From the Academic Year 2024-25, the University of Calcutta has tagged the ABC ID with the Registration process of the newly admitted Semester 1 students.

17.Skill development:

The Choice Based Credit System as well as the Curriculum and Credit Framework introduced by University of Calcutta mandates Skill Enhancement Courses (SEC) for all disciplines. Hence all students are given exposure to Skills required to make them job ready. In addition there are various courses that help students to become job ready.

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

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

beautiful and vibrant Indian Culture and tradition. We also have a Translation Centre which has just completed translation of a classic Bengali text in collaboration with Sahitya Akademi. Our library has created a digital archive for rare books for the students and teachers. We have a special section on ' Dalit studies'. Many scholars come and consult our special section in the library. Books on Kolkata Collection also enthuse thinking heads. We value our past, we care for it. Our faculty members participate in Courses on Indian Knowledge systems. We offer a Common Value Added Course on Indian Knowledge System for all students admitted under the CCF system.

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

Our departments have outlined outcomes of different courses and the same are displayed on the College website. But, Our college follows the syllabus and course goals of the parent university. However we try and formulate outcomes based on guidelines of the University. Program outcomes and course outcomes for all programs offered by the institution are communicated and explained to students. Many college events are linked with the proposed outcomes.

20.Distance education/online education:

The lockdowns and the restrictions on the physical classes during the pandemic had obliged us to move overnight to the ONLINE mode of teaching. All classes in all Departments were taken online. Doubt clearing and interactive session along with various other activities with students were carried on in the online mode. Links of many online study/course materials (like e Pathshala) are given in our college website. Our Principal was the coordinator of one paper (Paper I) of e pathshala project in English and the project was completed successfully. Another faculty has completed substantial number of MOOC modules. Our college website has links to many online resources. Links to various online resources are posted on the Library page of the College website. Online classes are arranged as and when needed. Webinars are also organized at regular intervals.

Extended Profile

1.Programme

1.1   **20**

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

File Description	Documents
Data Template	[View File]()

2.Student

2.1   **3148**

Number of students during the year

File Description	Documents
Data Template	[View File]()

2.2   **1265**

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   **1105**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File]()

3.Academic

3.1   **90**

Number of full time teachers during the year

File Description	Documents
Data Template	[View File]()

3.2   **92**

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	**20**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**3148**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1265**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**1105**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**90**

File Description	Documents
Data Template	View File

3.2	**92**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1	**16**
Total number of Classrooms and Seminar halls	

4.2	**212.35**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**193**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college is affiliated to the University of Calcutta, so the syllabus is governed by the university itself. We transform the syllabus into a curriculum through an effective mechanism. Our institution believes in the students' holistic education, emphasizing education beyond the confined classroom. The college publishes a detailed prospectus and routine and academic calendar at the beginning of the academic session. Detailed program outcomes and course outcomes are prominently displayed on the college website and students are advised to look into those documents to make correct choices. Departmental meetings are held before every session to plan effective curriculum delivery. Various teaching methods are practiced -online, chalk and blackboard method, ICT enabled teaching-learning method, use of different scientific charts, models and software, distribution of class notes. Every Practical Department has a proper and adequate instrumentation facility to conduct practical classes. Fieldwork and educational tours are conducted

by different departments. The project work of students is guided
for the accomplishment of analytical skills. Seminars and
special talks by national and international eminent academicians
are also arranged regularly. Students of all departments
participate in students' seminars and these help in making them
confident speakers.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	https://newaliporecollege.ac.in/page/academic-calendar

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

There is an Academic Calendar for each Academic Year in which
all the major events and tentative schedules for CIE are
memtioned. These are however subject to minor alterations on the
instructions of the affiliating University.These are included in
the college prospectus and are also uploaded on the college
website. It includes various timelines such as dates of
beginning and end of the session, mid-semester breaks,
distribution of classes, preparatory leave, and tentative dates
of practical and theory examinations. The academic calendars
also include proposed guest lectures,
seminars/conferences/workshops, educational trips, project work,
and other academic activities for the session. At the beginning
of the session, the departments allocate papers to the faculty
members.The performance of students is assessed continuously.
Tests, assignments, presentations, and internal exams are held
in a time-bound manner.l. The departments hold regular faculty
meetings to ensure that continuous assessments are executed
efficiently. Regular class tests, Internal examinations, Mid-
semester examinations, regular assessments in practical classes,
viva-voce, are done. Most of the papers in the CBCS / CCF
courses have a project component. These provide hands on
experiences for students and the viva conducted after the
completion of these projects help improve the knowledge base of
the students.

File Description	Documents
Upload relevant supporting documents	**No File Uploaded**
Link for Additional information	https://newaliporecollege.ac.in/page/academic-calendar

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	**No File Uploaded**

1.2 - Academic Flexibility

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

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

03

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
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)

2

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

400

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

400

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

The institution prepares students to meet the challenges of gender inequity, environmental crisis, and erosion of human values in society. Some courses already have such topics in their syllabi, but all students are sensitized regarding the imperatives of sustainable environmental practices and Gender equality through celebrations like World Environment Day, Human Rights Day, and International Women's Day. West Bengal is impacted by global warming with severe cyclones battering its coastline. To educate students about the cause of such powerful cyclones and how to stay safe in times of natural disasters

webinars areorganized. The NCC / NSSunits carryout community outreach initiatives. For moral upliftment and character formation talks are arranged. The women's cell of the college regularly organises awarness programmes, talks on gender issues. The college, since 2022, is associated with the renowned NGO, SWAYAM, Kolkata, a feminist organization committed to advancing women's rights and ending discrimination and violence against women and girls. Students from our college participatein gender equality training programmes The environmental studies department along with NSS regularly organises events to spread awareness regarding environment and sustainability.

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

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

17

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

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

3148

File Description	Documents
Any additional information	**No File Uploaded**
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	**A. All of the above**

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

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://newaliporecollege.ac.in/feedback

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2790

File Description	Documents
Any additional information	**No File Uploaded**
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

224

File Description	Documents
Any additional information	**No File Uploaded**
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 institution is sensitive to the fact that not all students have the same level of academic competence or aptitude. Every Department conducts screening tests for newly admitted students to assess their level of competence in the subject. The classroom teaching is aimed at guiding each student according to his or her standard and capability. Teaching strategies are fine tuned to cater to both the advanced and slow learners.

For Advanced learners the following methods are adopted.

Advanced learners are encouraged to participate in student seminars . Advanced learners are encouraged to make poster and PPT presentations. Advanced Learners are provided with links to various on line learning resources . They are advised to consult reference books on the subject. Advanced learners are involved in peer teaching. Carreer prospects and opportunities for further studies are discussed with Advanced learners .

Programmes for Slow learners Remedial classes and doubt clearing

c lasses are arranged for Slow learners. Guardians are informed regarding the performance of their wards and advised on the course of action. Peer teaching and group study is arranged for Slow learners.Teachers arrange for special tests. Students are guided regarding test taking strategies.

File Description	Documents
Link for additional Information	https://newaliporecollege.ac.in/page/course-outcomes
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
3148	**90**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

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

The institution believes in the motto."Learning for life" Towards this end all effort is taken to involve the students in active participatory learning. All departments engage students in experiential learning best suited to their course. In addition to theoretical and practical classes, science students are taken on industrial tours to factories and research laboratories. The Anthropology and Geography students visit excavation sites and sites which are of geographical or geological significance. Students are taken to natural history museums and other historical places. Commerce students visit the stock market for a real life experience. Film shows and plays are screened/ performance for the literature students Mock parliaments are held and national voters day is celebrated to acquaint students with the democratic process Students are encouraged to participate in inter -college festivals and volunteer for seminars etc. Films based on texts in the syllabus are screened by the language departments. The learning experience is enriched by extensive use of ICT tools - ppts,

quizzes and online testing.Projects, excursions, conferences add to the learning experience.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	https://newaliporecollege.ac.in/page/students-supports-service

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

The college has invested substantially in digital learning. Most teachers use ppts and links to digital resources are shared with the students. All the classrooms in the College have projectors installed in them. The faculty member are encouraged to attend workshops on digital delivery. Assignments, quizzes and tests are now conducted on- line. The library has a number of on line journals and reference books which can be viewed online through OPAC and West Bengal College Libraries Online Resources.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://eshikshak.newaliporecollege.ac.in/

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

90

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

90

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

41

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

1074

File Description	Documents
Any additional information	No File Uploaded
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.

New Alipore College College is affiliated to the University of Calcutta and is guided by the regulations framed by the University regarding examination and evaluation. New Alipore College strives to ensure transparent and fair continuous internal assessment.In the CBCSsystem, 20% of marks are awarded through internal evaluation, 15% through project and the rest 65% is awarded by external examiners in the end-semester examination. For practical-based subjects, the distribution is 20% for internal 30% for practical, and 50% for external evaluation. In the CCF system 25% is earmarked for projects.The college follows the pattern of internal and tutorial examination as prescribed by University of Calcutta. The internal assessment is arranged centrally, marks are submitted by departmental faculty ; tutorial examinations are taken following the guidelines of the university, comprising of term papers, projects, written tests, group discussions, presentations, etc.

In addition, the departments also arrange for regular class tests for evaluating the students' progress. answer scripts are shared with the students and remedial classes are arranged for slow learners. New Alipore College has developed a robust mechanism to ensure that the process of continuous assessment is transparent and efficient.

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

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

The college has a separate Examination Committee for semesters, which is entrusted with not only conducting the internal and university examinations but also ensuring the redressal of any exam-related grievances. During the pandemic, all examinations including end semester examinations were conducted by the institution with guidance from the affiliating university. All grievances related to examinations, uploading of answer scripts etc., were successfully met by the examination committee. Adequate concession is given in attendance of students on

medical grounds and for participation in extracurricular activities. In case of university level end-semester examination, any grievance of students is communicated by the college to the University authority. If a student is dissatisfied with his/her marks, he/she can apply for review of his/her answer script as and when required by the University after paying the prescribed fee. The University provides the photocopy of answer sheets to students against Right to Information and takes adequate steps for redressal.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	https://newaliporecollege.ac.in//exam_grievance/

2.6 - Student Performance and Learning Outcomes

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

New Alipore College adheres to the curricula of Cacutta University. Although the learning outcome statement is not well-defined by the University, every department of New Alipore College takes care to identify the learning outcomes from the coursesThe Departmental Teachers along with the members of the IQAC formulate the learning outcomes keeping in mind the UGC guidelines and the directives of the National Education Policy. Teachers spell out the learning outcomes of the course at the beginning of each semester. Thus students are made aware of the expectations of the course at the very outset. The course outcomes are also given to the students at the time they are given the class schedules. Thus every student is aware of the same. · The programme outcomes and course outcomes are displayed on the college website. The details of the outcomes that are expected from each course are explained in the departmental Orientation programmes.The teachers try to inculcate in students a quest for knowledge and adaptability to the developments in the surroundings as well as their subject matter.Students are encouraged to ask questionsso as to enable them to understand and analyse contemporary societal, environmental and cultural problems. ·

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://newaliporecollege.ac.in/page/course-outcomes
Upload COs for all courses (exemplars from Glossary)	View File

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

Direct ways to evaluate course outcomes:

In adherence to the stipulations of the University of Calcutta, apart from the end-semester examinations, New Alipore College conducts an internal examination consisting of attendance (10%), internal assessment (IA) (10%), and tutorial examination (15% for non-practical based subjects)/Practical examination (30% for practical based subjects). In addition, New Alipore College also conducts continuous internal evaluation through class tests, discussions, and project-based assignments, which helps to gauge the course outcomes and provides opportunities to students for improvement. After identifying the academically weak students, departmental meetings are held to determine appropriate measures like arranging remedial classes for them. The students who receive the highest marks in the University examination are awarded so that it boosts their morale and motivates others to perform well. Indirect ways to evaluate course outcomes: The indirect method score is calculated on feedback reports obtained from the students after completion of the course. Feedback forms each carrying maximum of 20 marks are circulated among the students. The average score is obtained based on the student's responses. Attainment level score is calculated for each course by combining 80% of the direct method score and 20% of the indirect method score.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://newaliporecollege.ac.in/page/course-outcomes

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

490

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	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://newaliporecollege.ac.in/naac_sss/

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)

400000

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

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

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

16

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	https://newaliporecollege.ac.in/

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

36

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

16

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

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

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

86

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

3.3 - Extension Activities

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

The aim of education is to carve out from a student a better human being who is sensitive, both to the needs of society and aware of his/her own duties as a responsible young citizen.It isnecessary to help students extend hands of assistance and support to the needy. Not only dosuch acts of help and support strengthen the target groups but it isalso instrumental in making the students realise the true value of philanthropy. Giving happiness to others especially those who are less fortunate (either economically or socially or medically) is the least one can do. Our students willingly and sincerely participatein the extension activities.Our students were happy to do everything they could on these occasions. The college has National Service Scheme and National Cadet Corps Units. Extension services are made available to nearby schools.Through these units, the college undertakes various extension activities in the neighbourhood community. Other than NSS and NCC units, the various departments ,clubs(like Nature Club) and sub committees of the college are conscious about these responsibilities for shaping students into responsible citizens

of the country by making students aware of social issues through various activities

File Description	Documents
Paste link for additional information	www.newaliporecollege.ac.in
Upload any additional information	**No File Uploaded**

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

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

2

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

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

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

11

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

376

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

47

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

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

40

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	**No File Uploaded**
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 overall ambience and general campus facilities in the College are sufficient to meet the needs of students and staff. Ours is a three shifts college. We use our space maximally. The college has 16spacious, well lit, clean and ventilated classrooms. College laboratories use high-quality advanced equipment and fixtures. The toilets at every floor for the students and those for the teachers are cleaned and maintained by cleaners at regular intervals. The College assures to sustain hygiene in the campus. The seminar halls used for conducting workshops, seminars, conferences and special lectures by eminent academicians from all over the globe, are IT enabled with dedicated set up of projector facilities, sound system, and unrestricted Wi-Fi access.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://newaliporecollege.ac.in/photo-gallery

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

The College provides immense importance to extra-curricular activities. The students excel in multifarious co-curricular activities and perform in various inter-college and intra college programmes.The college has an open air stage for

performances. And for sports and game , the college has a field within the campus where students play crickets and badmintons. The boys' common room has some indoor games facilities like the Table tennis board and the Carrom board. The College had organized morning yoga sessions too.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://newaliporecollege.ac.in/photo-gallery

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

16

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

16

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://newaliporecollege.ac.in/photo-gallery
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)

59.21

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	[View File](#)

4.2 - Library as a Learning Resource

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

The library is fully automated with Integrated Library Management Software KOHA. The circulation process has been fully automated since the year 2017. The library has computerized catalogue OPAC for online catalogue search. Since 2019 library has provided remote search facility through WEBOPAC. All the books as well as library membership cards were tagged with barcodes to ensure seamless automated circulation through barcode scanners. In session 2020-2021 RFID security technology introduced in the library and circulating books are tagged with RFID stickers for better management of resources. In pandemic RFID systems minimize human contacts daily.The RFID system becomes fully functional in session 2021-2022. Library OPAC and online library services are accessible through the college website. Maintenance of the KOHA software and RFID software is provided by the Listed ServiceProvider of KOHA through AMC (Annual Maintenance Contract). The entire library premise is under CCTV surveillance as library provides open access. Computers in the Digital library area and housekeeping area, CCCTV system and other machines in the library are maintained by centralized agencies. The Librarian organizes Library Orientation Programme (online and physical) at the beginning of the academic sessions to make students aware of all the services and facilities provided by the library.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	https://newaliporecollege.ac.in/page/library-at-a-glance

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	A. Any 4 or more of the above

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<u>View File</u>

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)

303589

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<u>View File</u>

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

81

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	<u>View File</u>

4.3 - IT Infrastructure

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

Apart from dedicated IT laboratories (in Computer Science, Journalism, Mathematics, Physics and Chemistry Departments), Desktops and Laptopsare facilitated at all necessary points. The library is also having Desktops for the students. The office is also havingdesktops for cloud based ERP processing. The teachers' room is also havingdesktops for the teachers. Projectors are available for classroom teaching. Each department is facilitated with one portable hard drive. Systems are frequently updated to meet the requirements of updated softwares.RAMs and SSDs are installed to make the systems faster. To run the cloud based systems, the Desktops and Laptops are connected with high bandwidth internet through ethernet as well as wifi. 13 broadband internet connections with 130 and 150 mbpsare facilitated at different floors and wings of the college. New internet connections and bandwidth upgradation are done on regular basis .The entire New Alipore College has good coverage of wifi with high speed internet connection to allow the students to access the internet .All the system at the laboratory, library and staff room has internet connection and most of the departments and office are connected by LAN. All resources are monitored by CCTV surveillance with 96 cameras providing 24x7 security.

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

4.3.2 - Number of Computers

193

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

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

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

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)

4.85

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[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.

Separate budgetary allocations are made to maintain the laboratory, library, sports complex, computers, and classrooms. The major equipment, fixtures and amenities are preserved and maintained through a range of annual maintenance contracts (AMCs) with several agencies. The in-house staff and offices take of care the smaller and more routine maintenance work, and the major equipment, fixtures and amenities are preserved and maintained through a range of annual maintenance contracts (AMCs) with several agencies. The college has a number of committees like the Finance Committee, Library Committee, Building Committee, Sports Committee, and Beautification Committee which are entrusted with regular and intermittent review of the status of the facilities. The college is committed towards maintaining hygiene and hence has separate cleaning staffs for the constant upkeep of the campus..

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

672

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[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

188

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	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 | **A. All of the above**

File Description	Documents
Link to institutional website	https://newaliporecollege.ac.in/site
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

1018

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

1018

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 | **A. All of the above**

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	**No File Uploaded**
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

27

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

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

5.2.2.1 - Number of outgoing student progression to higher education

86

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

14

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

7

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

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

1. Sports Committee

2. Cultural Committee

3. Magazine Committee

4. Social Committees

File Description	Documents
Paste link for additional information	https://newaliporecollege.ac.in/page/students-council
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

24

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

In consonace with the vision of INCLUDE IGNITE AND INNOVATE, New Alipore College establishedits Alumni Association with obtained registration in November 2022. Once a member of the New Alipore College family always a member of the same. This is the spirit which prompts ex students of this institution to come and actively participate in the overall development and quality enhancement of the institution. They have chalked out action plans for upcoming programmes/activities.

File Description	Documents
Paste link for additional information	https://newaliporecollege.ac.in/alumni-governing-body
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	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

of the institution

Vision

Include, Ignite and Innovate

We at New Alipore College, believe that each person is an individual with different skills and talents and each student should be encouraged to explore and pursue his or her dreams. Towards this end the institution seeks to offer holistic and affordable education to all and empower its students with sound academic knowledge, and skills relevant to meet the challenges of today's. It aims to especially include the socially marginalized and economically disadvantaged and empower them for upward economic mobility and social inclusivity so as to contribute meaningfully to their own and India's development. We wish to ignite in the young minds of our students the flame of duty and progress.

Mission

The mission of the College isCreating access and inclusivity in Quality Education ; Developing Entrepreneurial mindset ;Sensitising students towards the needs of socially and economically challenged sections with the spirit of social service ; Bringing employment opportunities to students ;Empowering women to assume leadership; Maintaining an eco-friendly environment ;Imparting value orientation .We strive to groom future leaders and nation builders, who are morally upright, empathetic and to volunteer for social service. The institution prioritizes the health and wellbeing of all.

File Description	Documents
Paste link for additional information	https://newaliporecollege.ac.in/page/vision-mission
Upload any additional information	**No File Uploaded**

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

Principal being Head of the institution plays a crucial role in managing the administrative as well as academic activities of the college and providing necessary directions. Principal is acting as Secretary of Governing Body (GB).The Governing Body

looks after the strategic level issues related to quality education, management and consultancy. The prime task of the IQAC is to develop a system conscious, consistent and catalytic improvement in the overall performance of institutions. The Academic Committee is a pillar of academic activities of the Institute and shall, subject to the provisions of the Memorandum of Association and the Rules and Bye-laws have the control over and be responsible for the maintenance of standards of teaching, Finance Committee of the college is headed by the Principal. The annual accounts and financial estimates, recommend annual budget and revised estimates, fixing the limits of total recurring expenditure and total nonrecurring expenditure the finance committee is playing a crucial role. Administrative, academic and green audits are conducted to assess the present parameters in the college. Their feedbacks are placed in appropriate bodies. Actions are taken. Principal meets students regularly and take their views which are duly considered for implementation. Feedbacks are taken regularly.

File Description	Documents
Paste link for additional information	https://newaliporecollege.ac.in/site
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Being an affiliated college,wefollows the rules and regulations of the University. At the same time being a grant-in-aid HEI, the institution is to follow the rules of the State Government and the UGC. The Governing Body of the Institution carries responsibility for ensuring effective management of the Institution and for planning its future development. The Principal is responsible for all the academic and administrative activities of the college. Helooks after all the financial transactions. Bursar of the college helps him in this.Budgetary allocations under various heads of expenditure for given Academic Year are arrived at a thorough process of transparent and effective participation. The Finance Committee forms financial policies.The purchase committee takes care of tenders and purchase process. A number of committeesare formed for academic, administrative, co-curricular, sports and extension activities.The college follows the latest tendering rules for purchases. IQAC meetings regularly take place for keeping up the

effective quality parameters. Appointment and service rules of the institution are guided by Calcutta University Act and Statute. Rules and Regulations.The recruitment and promotion of academic and administrative staff are done as per the norms decided by the University of Calcutta , State Government and the UGC.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://newaliporecollege.ac.in/page/code-of-conduct-teacher
Upload any additional information	**No File Uploaded**

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

Policies are adopted in the Governing Body. Financial decisions are taken in the Finance Committee comprises with internal and external members of the Governing Body. IQAC meetings take place on regular basis for keeping up the effective quality parameters. External peers are invited to give their inputs. Appointment and service rules of the institution are guided by Calcutta University Act and Statute. Rules and Regulations are formed for efficient management of administrative work and proper functioning of the Institution. Backlog sanctioned post sent by college to government in the year 2020 was filled by permanent teachers by West Bengal Higher Education Department in 2020. As per Government of West Bengal Education Directorate, Department of Higher Education notification

File Description	Documents
Paste link for additional information	https://newaliporecollege.ac.in/page/administrative-committee
Link to Organogram of the Institution webpage	https://newaliporecollege.ac.in/page/administrative-structure
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	B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
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

Being the Govt. aided college; the West Bengal Govt. offers the following welfare schemes for all its employees.

1. Puja Holidays. The order is issued by the higher education department, which is strictly followed by the college.

2.Group Insurance and Employees' Cooperative Credit Society for all permanent teaching and non-teaching staff.

3. Maternity (180 days) and paternity (15 days) leave Childcare Leave for Female Employees (2 years)

4. Provident fund.

5. Medical Insurance facility (West Bengal health Scheme for teachers and Swastha Sathi for non-teaching staff) .

6. Casual leave of 14 days for the employees 7. Medical Leave of 10 days.

8. Compensatory leave for teachers and non-teaching staff working on holidays and Sundays

9. Duty leave for faculty to attend seminars, conferences, FDP, RC, OP, and any other courses which are required for the career

development of incumbent and quality enhancement of the institution.

10. Study leave for advanced study and research

11. Opportunities for national and international exposure.

12. The New Alipore College Cooperative Credit Society sanctions Loans to members at a low interest.

13. There is a provision for providing Festival Advance/ Bonus.

14. Staff trainings are organised to hone the skills.

File Description	Documents
Paste link for additional information	https://newaliporecollege.ac.in/page/code-of-conduct-teacher
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

4

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

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	[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

9

File Description	Documents
IQAC report summary	[View File](#)
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

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

Performance Appraisal for teaching faculty following the UGC Regulation 2010 and amendments thereof, the institution monitors the performance appraisal system by submitting of APR of the

teaching staff. The APR reflects the details of refresher/orientation courses/ workshops etc that the teacher attended during a particular period as it is deemed mandatory for promotion in the next grade. Due consideration is given to the evaluation of innovation for special contributions made by the teacher. During the appraisal, the teacher is given an opportunity to pen down any special achievement made by him in the field of his subject that can upgrade his overall performance. Teacher is given an opportunity to note down the difficulties that he is facing while discharging his assignment. The APRs are sought at every step of upgradation / next Page 53/70 05-05-2023 03:18:50 Self Study Report of NEW ALIPORE COLLEGE promotion. Performance Appraisal for non-teaching faculty the appointment is made through the Government of West Bengal. The principal concerned is being asked to give a report where the general performance, conduct and character is being evaluated and appraised. The complaint of involvement in any unpleasant activity, if any, is also being reflected.

File Description	Documents
Paste link for additional information	https://newaliporecollege.ac.in/page/code-of-conduct-teacher
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

Financial Audit is done regularly. The Internal Audit exercise is completed by the College while the Govt. sends names of the Auditors to complete Statutory Audits

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

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

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

100000

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

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

Currently the Institution is self-financed through the revenue generated from the operational activities except for select Capital Expenditure for which the Government provide nonplan grants. The main sources of revenues are fees received from students. The institute also generates income from its investments. The main expenditures are incurred for running and maintaining the academic programmes of the institute which include Staff salary, General overheads, General maintenance, Library and Database etc. The excess of income over expenditure is built into a corpus as a cushion to take care of the contingencies.

File Description	Documents
Paste link for additional information	https://newaliporecollege.ac.in/page/establishment-documents
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

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

In order to enhance the quality of the institution in all spheres,our Teachers are encouraged to participate in FDPs.Our non teaching Staff are also encouraged to participate in administrative training programmes for the smooth and efficient

running of the office and administration.Regular meetings of IQAC are conductedwith the fixed agenda and suggestions are taken from all the members of IQAC for improvement andvarious other quality improvement measures. The college has an environmental management system, a framework to protect the environment and respond to changing environmental conditions in balance with socio-economic needsThe institute also has quality management system ISO 9001:2015 Constant and ceaseless efforts are undertaken to foster a sustainable living and the IQAC continuously attempts to better the human environment harmony within the College. The IQAC attempts to successfully taps the Multilingual resources of India. To this end a Cell BHASHA SANGAM has been set up. Side by side there is a serious attempt at building the Cultural Competence of All so that we are all aware of the multicultural richness of our nation. The IQAC works with every section of the College to ensure overall quality enhancement of the institution

File Description	Documents
Paste link for additional information	https://newaliporecollege.ac.in/page/iqac-core-committee
Upload any additional information	No File Uploaded

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

The IQAC of the institution are as under: Regular monitoring and review of the Teaching Learning process is done. There are interactions with all the Departments to ascertain the degree of attainment of the POs and COs. With the introduction of the CBCS / CCF Courses, there wereactive engagements with faculty members in order to ensure proper implementation of the new Course Structure. All the faculty members are encouraged and supported to participate in Orientation, Refresher Courses, FDP's , Workshops, Seminars and conferences related to the teacher-learning process and research. This is done with the intention of renewing skills of the teaching faculty so that the entire teaching process is enhanced in quality.Several skill enhancement ability courses have been introduced for various subjects and students are free to choose any one as per their will. This helps the students to bridge the rigid confines between various disciplines and move towards a multi-

disciplinary form of education.The IQAC promotes Research among faculty members and to this end Research Methodology Workshops have been regularly arranged.

File Description	Documents
Paste link for additional information	https://newaliporecollege.ac.in/page/iqac-core-committee
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)	**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://newaliporecollege.ac.in/page/action-taken-report
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

Gender equality is a human right. The Women's Cell in the college conducts gender audit with external members regularly.The administration has encouraged women employees to

become HODs, Coodinators of Faculties, members of administrative and statutory bodies to lead the college from the front. Significant representation of women members in various bodies bears testimony to it. Various leave benefits like Maternity Leave and Child Care Leave are also granted. Students' bodies also maintain gender equity in their representation. The College played a pioneering role by installing a sanitary napkin vending machine in the girls' common room.

Organizations have conducted sessions and training programmes on gender equity, women empowerment, capacity-building initiatives, and different kind of violence, for the students of our college. International Women's Day is celebrated every year with talks, seminars, interactive sessions, and debates with the enthusiastic participation of the students, staff, and faculty members of the College.

There is an active Internal Complaint Cell with regard to gender harassment, gender-based insults, or sexist remarks on campus.

File Description	Documents
Annual gender sensitization action plan	https://newaliporecollege.ac.in/uploads/1734024774.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://newaliporecollege.ac.in/uploads/1734024774.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	B. Any 3 of the above

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

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid

waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste Management System: Sufficientwaste bins for biodegradable and nonbiodegradablesolid wastes are placed in different regionsinside the college campus.

Biomedical waste management: The biomedical waste from departments like Botany, Zoology etcare handled with extreme precaution and are collected in an isolated area so that there is very little chance of exposure to the college fraternity.

E-waste management: Very small amount of E-waste is generated by the college and itis stored separately and the college has signed an MoU andinitiating steps to communicate with authorized e-waste recycler as per the Government of India norms, namely Vital Waste.

Waste recycling system: Though there is no water recycling system, but rain water harvesting is in practice.

Vermicomposting system is in practice.There are sustained attempts to recycle the bio-degradable kitchen waste .

Hazardous chemicals and radioactive waste management: No radioactive waste is generatedby the college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://newaliporecollege.ac.in/site
Any other relevant information	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	C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	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	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	B. Any 3 of the above

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

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

The College upholds the cultural heritage and plurality of India. We celebrate national days. In fact, the inclusiveness of the College is reflected in the vision of the College: INCLUDE IGNITE INNOVATE. With this aim in mind, the institution organizes year-long programmes that aim to see that not a single student is or feels left out of the development process. Birthdays of Cultural figures are celebrated and students are especially madesensitive towards minorities be they linguistic or religious. Local cultures and national cultures are celebrated. All vernaculars are respected and literary productions are made accessible to others through translations. Eminent members and activists from different marginalized communities are invited for talks . Students are sensitized toward social responsibilities. We function as a community where we Include all. Economic diversity is also kept in

consideration.New Alipore College celebratesStudents' Week in the first week of January. Not onlyvarious scholarshipsbut through quizzes, elocution, and various competitions the students are encouraged to express their awareness on various issues. Meetings with parents also led to the establishment of an environment of understanding and trust.

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

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

There are regular attempts at sensitization of students and employees on values, rights, duties and responsibilities as citizens of this great country. We have a Department of Political Science that takes leading steps to instill awareness of our Constitution. There is a Common Value Added Course on Constitutional Values which all students have to study. Other than this, there are talks or seminars organized.

Celebration of Independence Day or Republic Day in the institution definitely encouragepatriotism amongst the students as well as the employees.The NCC Wing and the NSS Cellof the college have year long celebrations that foster this feeling.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution	**D. Any 1 of the above**

organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	

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

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

By encouraging students to celebrate and organize national and international commemoration events and festivals, New Alipore College ensures that students are made aware of the purpose, origin and significance of these commemorations. In this process, students are apprised of the origin and significance of a celebration or festival and they learn to express themselves through various creative platforms. The significance of these events can be summarized in four points: To remember and honour the person/events of significance to National history and Cultural heritage To show case and celebrate global, regional and local values. To motivate, to reflect and act on commemorating the significant days and festivals. To express gratitude to historical or present-day icons who have shaped our world.

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	**No File Uploaded**

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

TAPPING THE MULTI LINGUAL RESOURCES OF INDIA

The teachers, students and non teaching staff of New Alipore College come from diverse linguistic, regional and cultural backgrounds and these could lead to the creation and development of a multi lingual / multi cultural space within the College. We decided to create a space of linguistic interaction and engagement. A cell named " Bhasa Sangam : Tapping the Multilingual Resources in India has been established.

We strive

To make literature and culture of one language accessible to another individual who is not a speaker / reader of that source

To grow and develop a Translation Studies Centre

CARVING A GREEN OASIS IN THE MIDDLE OF URBAN SOUTH KOLKATA

Global Warming and Climate Change are threats.We decided to maintain a green space in the midst of the urban metropolis. OSo we decided topractice and propagate sustainability.

We aim

To ensure students and teachers are always connected to greenery and Mother Nature

To grow and develop among students an awareness of the beauty and life giving powers of nature

To make teaching learning a process beyond the confines of the classroom

To give new impetus to eco friendly practices

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

One of the areas distinct to the priority of New Alipore College is the steady and continuous endeavourtowards Cultural Competence Building. The guiding spirit of the Indian identity is Unity in Diversity and New Alipore College tries to sensitize the students, teachers and non teaching staff of the institution to the various, rich and plural cultural heritage of India. In fact our country can justifyably point to the intermingling and rich confluence of a lively, dynamic cultural heritage. Our College is also a plural space where teachers, students as well as non teaching staff of the College come from many different cultural backgrounds. New Alipore College extends respect to all and tries to make all the others aware of the vibrancy of different cultural practices and traditions. With the aim of achieving this, the College runs a Cultural Competence Club which has representatives teachers, students and non teaching staff especially those who hail from all the different cultural backgrounds. Regular programmes are held in the College which make our students aware of the rich cultural heritage of the country and instill in all a feeling of respect and tolerance for other cultural practices.

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

7.3.2 - Plan of action for the next academic year

To start PG TEACHING in English and Computer Science

To continue with and consolidate the two best practices of Tapping the Resources of Multilingual India and Carving a Green Oasis in the middle of Urban South Kolkata.