YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution ASANSOL GIRLS' COLLEGE

- Name of the Head of the institution DR. SANDIP KUMAR GHATAK

- Designation VICE PRINCIPAL

- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no.

- Mobile no 9434311497

- Registered e-mail mail.agcorgin@gmail.com

- Alternate e-mail mail@agc.ac.in

- Address Dr. Anjali Roy Sarani, Paschim Bardhman

- City/Town ASANSOL

- State/UT WEST BENGAL

- Pin Code 713304

2.Institutional status

- Affiliated /Constituent AFFILIATED

- Type of Institution Women

- Location Urban

- Financial Status   **Grants-in aid**

- Name of the Affiliating University   **KAZI NAZRUL UNIVERSITY**

- Name of the IQAC Coordinator   **Dr Shyamal Seth**

- Phone No.   **9474378033**

- Alternate phone No.   **03412257600**

- Mobile   **7908438738**

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

- Alternate Email address   **mail@agc.ac.in**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://agc.ac.in/index.php?page=PDF/aqar2019-20.pdf

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

- if yes, whether it is uploaded in the Institutional website Web link: https://agc.ac.in/index.php?page=PDF/acadcal2020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**75.70**	**2007**	**26/02/2007**	**25/02/2012**
Cycle 2	**A**	**3.03**	**2016**	**02/12/2016**	**01/12/2021**

6.Date of Establishment of IQAC   **11/10/2007**

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**	**NIL**	**NIL**	**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 **3**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**

- 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 digital ecosystem for smooth functioning of the college during pandemic. Promotion of department centric socially responsible webinars. Promotion of social and mental wellbeing by conducting the student centric activities. Regular updation about norms of the COVID-19 outbreaks amongst the stakeholders.

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
Inclusivity	**Ø Careful observance of National/State policies and KNU guidelines. Ø Continuous endeavor towards inclusive classroom and respecting diversity. Ø Generic provisions for students with diverse special needs. Ø Specific provisions for physically challenged students and faculty members have been implemented. Quick response teams have been able to resolve the concerns associated with accessibility of the college facility. Members of the quick response team will be rotationally changed by the head**

	of the institution.
Enhancing Infrastructure	Ø Maintenance of the existing college physical infrastructure Ø College developed the digital infrastructure by procuring the CISCO-WEBEX platform.
Curriculum Delivery	Ø Organization of teaching with meticulous planning through digital calendar. Ø Display of teaching schedules and timetables made available to students using Google classroom. Ø Online classes and tutorials schedule followed meticulously.
Augmenting Quality of Teaching-Learning	Ø Student centric webinars were organized to keep the students in proper academic orientation. Ø Students were encouraged to deliver projects, collaborative work and presentations through the online platform.
Receptive Practices in the Virtual Classroom	Ø Interactive sessions with students incorporated into online lectures. Ø Special attention to specific student needs during pandemic Ø Provision of timely intervention in the digital classroom. Ø Digital mode of continuous assessment and analysis of performanceØ Providing students with multiple opportunities for improvement of performance
Supporting Advanced Learners	Ø Guidance for stimulating assignments and special opportunities. Ø Exposure to research-based meta analysis. Ø Experts invited for lecturing and internship offeredcapitalizing the online platform. Ø Encouraging advanced learners to apply for awards and scholarships.

Supporting Vulnerable Students	Ø Allocation of extra teaching hours to cater to the needs of the students. Ø Online remedial classes and bridge courses as per need. Ø Financial assistance provided to needy students
Enrichment Activities	Ø Frequent webinars, online Workshops, Invited Lectures etc. organized.
Encouraging Research	Ø Faculty members were encouraged to write narrative, systematic literature review.
Strengthening community outreach activities	Ø Health, hygiene & nutrition awareness drive for combating with covid 19 was organized.
Initiatives undertaken during the pandemic	Ø Nurturing, mentoring distressed students Ø Online teaching through multiple digital platforms from zoom, google meets, and cisco webex Ø The subject specific audiovisual repositories were created. Ø Initiatives were taken to restore the mental health of the students and employees.

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

- Name of the statutory body

Name	Date of meeting(s)
GOVERNING BODY	19/02/2022

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Name of the Head of the institution	DR. SANDIP KUMAR GHATAK
• Designation	VICE PRINCIPAL
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Name	Date of meeting(s)
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14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	25/02/2022

15.Multidisciplinary / interdisciplinary

Asansol Girls' College has established a dynamic multidisciplinary approach towards achieving its academic endeavor. The only women's college of Asansol City promotes several interdisciplinary seminars, webinars, poster presentations etc. Colleges introduce a wide range of subject combinations to the students to maintain the spirit of a choice-based curriculum. As the college is geographically located in the border area of West Bengal, the college provides pool to a good number of students from Jharkhand and Bihar. Thus, the college has more outstanding inclusive policies to offer equity and equal opportunities to the students. The college has introduced several scholarships to support underprivileged students. The overall integrated approach explicitly promotes leadership, educational and research aptitude among the students.

16.Academic bank of credits (ABC):

The college administration has been working diligently to implement the Academic Bank of Credits (ABC) initiative. We understand that
the institutional preparedness for this project is dependent on the guidelines provided by the Kazi Nazrul University and the Higher
Education Department, Govt. of West Bengal. Our goal is to establish a link between the centralized database and the college database to
digitally store the academic credits earned by students from various courses.

17.Skill development:

Marching towards the goal of Samagra Shiksha, the College has greatly emphasized the holistic development of students and a crucial part of which is skill development. The college has initiated several skill development courses especially to bring about Women Empowerment. To mention a few, Art and craft, karate.The college has also initiated an add-on course on soft skill development by arranging lectures by experts in different fields. The course has received a huge response from the students. The college has also started conducting Computer Training Courses as per the needs of students from diverse streams. Besides these, the syllabus and curriculum of different program offer Skill Enhancement Courses where the student has the opportunity to enhance their skill accordingly.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language,

culture, using online course)

The college has adopted several measures to integrate the
Indian knowledge system with the curriculum. Trilingual method
is implemented as a medium of teaching in the college. The
students are made aware of the rich culture and heritage of India
by
commemorating relevant days. The practice of Upanishadic culture
is encouraged through regular seminars on the relevance of
Vedanta and its implications on character building. The Annual
Cultural Festival is celebrated every year in a grand manner
where local Art forms
like Chau and Raibeshe are performed with the objective
to encourage and revive them. Films depicting our valuable
culture and
history are shown in regular intervals to the students to
enrich them. The two pillars of Indian knowledge on health and
medicine
,'Yoga' and 'Ayurveda' are brought to the knowledge of the
students and encouraged in them by conducting Yoga courses and
gardening
medicinal plants in the campus. Visits to museums and excursions
are conducted to foster learning and respect among students
towards
Indian Culture and knowledge base.

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

In order to execute outcome-based education, the institution
is concentrated on a student-oriented educational strategy.
Program,
Program-specific, and course outcomes are mapped out and updated
on a regular basis. Students were informed of it in order to
match it with the teaching-learning process. Additionally,
analysis of outcome attainment is performed for the UG programs
for the 2017-2020, 2018-2021, and 2019-2022 batches as well as
the PG programs for the 2018-2020 and 2019-2021 batches.
Corrective interventions are implemented based on the attainment
analysis to increase the reach of outcomes.

20.Distance education/online education:

Since 2019, educational institutions in the country have started
to employ digital platforms for engaging classes,
conducting conferences, meetings etc. The prime advantage of
online education is that it has broken the geographical barriers.
Webinars and student activity programmes were organized through G
meet. University examinations and evaluations were also done

online. During the COVID-19 pandemic the college successfully
conducted online classes regularly through various online
platforms like
Google meet and Zoom. Assignments and Internal examinations
were conducted according to the university schedule, online
through
platforms like google classroom. During Lockdown since the
students couldn't come to college to access the library facility,
our
college, being a member of the NLIST-INFLIBNET, was able to
extend e- resources to the students as a respite. All necessary
information to the students was notified on the website. Even
after the opening of the educational institutions after the
pandemic crisis,
it is adopting a hybrid mode of education called
'PHYGITAL' combining online and offline resources. This can be
considered as
the new normal, which is envisaged in the New Education Policy
as well. Due to the experience gained during the closure period
of
Covid-19, access to online resources by educators and students
is not a constraint anymore.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**941**

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

2.Student

2.1 Number of students during the year	**2627**

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

2.2	**700**

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 Number of outgoing/ final year students during the year	**782**
File Description	**Documents**
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**102**
File Description	**Documents**
Data Template	View File

3.2 Number of sanctioned posts during the year	**103**
File Description	**Documents**
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**38**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**152.6 lakhs**
4.3 Total number of computers on campus for academic purposes	**108**

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

All the departments of the college conduct meetings, maintains meeting registers with meeting attendance, circulate the meeting minutes and finalize previous and upcoming meeting. Thesemeetings generally focus on time table and distribution of course among the teaching faculty based on the University syllabus and curriculum

planning, Co-curricular activities are also decided in these meetings. Curriculum plan of each faculty is submitted for each department. All the faculty members make effort to engage students to their best ability. All the faculty members are dedicated to complete the offered syllabus in stipulated time line. The Academic calendar of the College is in direct sync with University's Academic Calendar. Meetings with Principal and IQAC with the respective faculty members are conducted for comprehensive discussions on department result. Efforts are made to push the slow learners through various mechanisms. Innovation in course contents is carried out by including contemporary teaching concepts, ICT presentation, field excursion, internal assignments in addition to chalk & boards engagements. Besides standard books suggested in Course Syllabus, the students are provided with reference books from Seminar Libraries, handouts of teaching presentations and reviews.Students are motivated to learn and deliver presentations on topics relevant to the paper taught. Trilingual teaching is practiced to involve students from different background and to instil confidence among the students. Anonymous feedback on classroom teaching is regularly collected.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	Nil

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

The institution strictly adheres to the academic calendar for the conduct of Continuous Internal Evaluation (CIE) .Asansol Girls' College is a constituent College of Kazi Nazrul University and it follows the academic calendar proposed by the University. The college follows all the timelines given by the University such as

dates of beginning and end of session, accordingly fix schedule of internal examination, mid semester breaks, dispersal of classes, preparatory leave, and tentative dates of practical and theory examinations. Details of each activity is uploaded on the college website. Based on Kazi Nazrul University calendar, each department of the College prepare their academic/activity calendar. Activities like seminars/conferences/workshops, educational trips, project work, and other academic activities for the running session which are updated on the college websites.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. 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

38

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	[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)

0

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

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

0

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

1.3 - Curriculum Enrichment

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

The College follows the Kazi Nazrul University curriculum that encourages the inculcation of the concept of environment

Sustainability concept, professional ethics, gender equality and human values among the students. Promoting concept of Environment protection through Ability Enhancement Compulsory Course on

Environmental Science in the curriculum. The college has numerous committees and cells that re-establish the values taught in theory class through hands on experience. The college promotes environmental responsibility among the students and faculty through the Environmental committee, the Cleaning and Beautification Committee, and the NSS through activities like cleanliness drive, tree-plantation and environment sustainability based projects. Besides this, seminars and workshops are organized for students and faculty to enhance the awareness towards the environment protection and sustainability. For promotion of gender equality and social justice Various seminars and workshops were organized by Women's Forum, NSS and other departments of the college to create awareness and strengthen the ideology of gender equality and social equality among student community, Various webinars on IPR, and webinars on Moving Towards New Normal with Effective Online Teaching" were organized by Seminar Committee, IQAC and other departments of the college to instil the professional ethics in students and faculty members.

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

5

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	<u>View File</u>
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**
Institutional Data in Prescribed Format	<u>View File</u>

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

1082

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<u>View File</u>

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	<u>https://agc.ac.in/PDF/FeedBackReport2020-21.pdf</u>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**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	No File Uploaded
URL for feedback report	https://agc.ac.in/PDF/FeedBackReport2020-21.pdf

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

973

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

354

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

Through continuous interaction with the students it becomes possible for the faculty members to assess the level of learning

capability of the students. Accordingly special programmes are formulated to support the slow learners and help them improve their learning and at the same time programmes that will boost the learning of the advanced learners are also undertaken. Faculty members and various Committees regularly review the academic progress and counsel students to improve their performance to ensure their academic growth. Departmental Seminars and Group Discussions, Additional Assignments, Quizzes, Projects etc are conducted to boost the confidence of the advanced learners and help them choosing the right direction to success.

Tutorial Remedial Classes are conducted on a regular basis to help the slow learners. In the Tutorial Remedial Classes, the teachers meet small groups of students to help them in resolving their curricular and other academic needs. In these classes, the students can discuss their academic and discipline related problems without any hesitation or peer pressure. Besides these other measures are also undertaken like extra classes ,Providing tutorial assignments,Providing extra reading material ,Assistance from classmates,Encouraging them to participate in various activities to develop social skills.

File Description	Documents
Paste link for additional information	https://agc.ac.in/index.php?page=PDF/221_20-21.pdf
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
2627	102

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

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used

for enhancing learning experiences In order to stimulate the creative ability of students, most departments of our college conduct innovative programmes, which provide them a platform to nurture their problem-solving skills and ensure participative learning. Faculty members are always devoted in making the learning more productive through activities involving interactive learning. To enhance the quality of learning experience the below-mentioned student-centric methods are adopted:

1. Experiential Learning: Due to the pandemic situation it was almost impossible to conduct laboratory based practical classes physically. But students learned about various digital platforms through which their classes and examinations were conducted. Because of the crisis situation, they became bound to experience the exposure to such digital platforms.

2. Participatory Learning: To encourage participative learning, students were motivated to participate in online activities virtually as physical gathering was prohibited during the academic year. They participated virtually in the webinars, presentation and group discussion, web magazines, cultural programmes like fresher's welcome and farewell to the final year students, etc. Special awareness programmes were arranged where students interacted with eminent scholars.

3. Problem-solving methods: To acquire and develop problemsolving skills, college organizes expert lectures on various topics, inspires students to participate in regular assignments based on problems, regular quizzes, case studies discussion, class presentations, debates. etc.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://agc.ac.in/index.php?page=PDF/Student_centric_methods_20-21.pdf

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

In the academic year 2020-21, due to COVID-19 pandemic, use of ICT was the only way for teaching-learning process. Teachers used online meeting tools like Zoom, Google Meet, Microsoft Teams and Cisco Webex to conduct their classes. Teachers and students also

used social media platforms like WhatsApp and Youtube for teaching and learning. Internal assessment and end semester examinations have to be conducted with the help of Google forms and Google classrooms.

Different departments used online compilers or simulators for their practical classes. The college also used Learning Management System, a customized application software, developed by Campus Technology Private Ltd. for few months with their teacher-student mobile app Posto.

Though in the pandemic situation the college used online mode of teaching-learning but the following tools have been used for ICT infrastructures:

Projectors, Desktops, Laptops, Broad Band internet facility with WiFi, Printers, Scanners, Seminar Rooms (Projector Enabled), Smart Class rooms. Use of ICT by Faculty:

1. PowerPoint presentations,

2. Online quiz for students after the completion of each unit with the help of GOOGLE FORMS.

3. Video Conferencing - Students are counseled with the help of Zoom / Google meet / Microsoft Team applications.

4. Audio/Video lecture- Recording of audio/video lectures.

5. Online competitions- Project presentations.

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

102

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

102

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	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

37

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

1171

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.

Our college follows a standard process of internal examination. A provisional schedule of the internal examination is provided by the college at the beginning of each session, in the form of academic calendar. Accordingly, a teacher conducts internal examination, which is in the form of written test, marks of which are uploaded in the university portal. Internal examination schedule is displayed on notice board and uploaded in the college website well in advance for the convenience of the students. The marks of examination are conveyed to the students and corrected copies are shown in the classrooms so that each student can see her performance and rectify her mistakes. Generally, the internal examination is conducted offline but during the due course because of pandemic situation each department conducted the examination on online mode using platforms as per the convenience of the students.

All notices are displayed in Notice Board section of the College Website.

File Description	Documents
Any additional information	View File
Link for additional information	https://agc.ac.in/index.php?page=php/notices.php

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

College has devised an efficient mechanism to deal with examination related grievances which is transparent in the pattern and conduction of internal examination and rectification of

grievances is time bound. Faculty members of each department are guided by respective Departmental Head during handling the internal examination related grievances. The teacher distributes evaluated answer scripts to students, and any clarifications or grievances are addressed by the teacher. If any discrepancy like mistakes in question paper, mark allocation, correction is noticed by the students, the concerned teacher will resolve the discrepancy, and the necessary corrections will be made. If a student is not satisfied with the marks awarded even after resolved by the teacher, then she may represent the same to the Head of the department concerned. All such representations are taken positively and are reassessed by another teacher if necessary. Students are counseled by the faculty mentor, and remedial classes are conducted for students who have failed in the examinations. Retest for the Internal Assessment are conducted for Students who remain absent for internal examinations due to genuine reason. Within a time bound the internal examination marks are entered in the University web portal.

File Description	Documents
Any additional information	[View File](View%20File)
Link for additional information	https://agc.ac.in/index.php?page=PDF/252_20-21.pdf

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.

The Institution follows the below mentioned mechanism for communicating the learning outcomes of the Programme and Courses to teachers and students:

The Programme and Course outcomes for all the Programmes offered by the institution are stated and displayed on the Institute website.

Hard Copy of syllabi and programme/course outcomes are also kept in the respective department and central library for ready reference to the teachers and students.

The importance of the learning outcomes of every course is also communicated to the students at the beginning of each semester in their respective classes.

The institution currently provides Under Graduate (B.A, B.Sc, B.Com, BCA) and Post Graduate (M.A in Political Science) courses for the students. In the college the following 20 subjects are available for studying (for Under Graduate Course): Bengali, English, Sanskrit, Hindi, History, Economics, Philosophy, Political Science, Sociology, Geography, Physics, Chemistry, Mathematics, Botany, Zoology, Microbiology, Nutrition, Computer Science, Computer applications and Commerce. Among the 20 subjects 17 offer Program courses.

Link: https://agc.ac.in/index.php?page=php/learning_outcome.php
https://agc.ac.in/PDF/CourseOutcome2020-21.pdf
https://agc.ac.in/PDF/ProgramOutcome2020-21.pdf
https://agc.ac.in/PDF/ProgrammeSpecificOutcome2020-21.pdf

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://agc.ac.in/PDF/CourseOutcome2020-21.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.

Our college is affiliated to Kazi Nazrul University, Asansol. Our college offers UG Honours course for 20 subjects, UG Program course for 17 subjects and one PG course (MA in Political Science). For these programmes and courses, the college follows the curriculum and syllabus designed by our affiliated university. The Programme outcomes, Programme specific outcomes and course outcomes are extracted from the course curriculum by the college and the same are communicated to the students by formal way of discussion in the classroom. The course outcomes are maintained through completion of syllabus, continuous evaluation, setting up of question paper, evaluation, and publication of result. At the departmental level the teachers do their best to complete the courses in time in the supervision of Departmental Coordinators. In some cases extra classes are conducted for the students whom they identify as relatively average or slow learners. 75% attendance is compulsory to qualify for end semester examination is governed by the University, to ensure the participation of the

students in the class.

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

2.6.3 - Pass percentage of Students during the year

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

773

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	https://agc.ac.in/index.php?page=PDF/Result_docs_2020-21.pdf

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://agc.ac.in/PDF/FeedBackReport2020-21.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)

0

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

3.1.2 - Number of 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	**No File Uploaded**
Institutional data in prescribed format	**No File Uploaded**

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	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
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

AGC has created an ecosystem for Research and Innovation and also taken initiatives for transfer of knowledge.

1) The college has a Research Cell which createsthe opportunities for the Faculties to take a Research Project. The College Research Cell provides financial support for completing those projects.

2) The College Semianr Committee encourages the departments to organize seminars, conferences, workshops, webinars etc. The College also gives financial support for organizing those academic activities. Academic Knowledge is sharedtrough these seminars, conferences, workshops, webinars, by the participation of academicians and studentsfrom different institutions.

3) Students of different departments are encouraged and guided to make poster presentation, createWall magazine, e-magazine, drama and plays etc. from which other students from other departments can gain knowledge about various subjects.

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

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

5

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)	**No File Uploaded**
Any additional information	**No File Uploaded**

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

37

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

Asansol Girls' College has always encouraged its students for community development by organizing various programs related to health issues, environment development and sustainability in and

around the campus. The students and the staff have actively participated in such programmes forcreating awareness inthe society and helping eachanother in times of crisis. After the outbreak of the Pandemic, depite all being confined at home and unable to physically participate in such programmes,ampleuseof digital platforms was made to reach out to people and at thesame timesenitizing thestudents on myriad aspects of life, Asansol Girls' College conducted the following programmes during this period A Three Day Online Training Programme on Child Centric Disaster RiskReduction (Eastern States), AUGUST, 2020 to provide overview of sectorial impacts of disaster on children along with the process of Child Centric Disaster Risk Reduction (CCDRR). Besides participants were made abreast of strategies that could be employed to involve children in Disaster Risk Reduction (DRR) activities. Alongside, importance of nutrition for good health , and issues affecting the physical and psychological health of children were also discussed. Publication of e-magazine from the Department of Nutrition to create an awareness regarding various aspects of Nutrition and Diet among the masses. The departmentalstudents played a pivotal part in this.

File Description	Documents
Paste link for additional information	Nil
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

0

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

3.4.3 - 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

2

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

191

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
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

0

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	**No File Uploaded**

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**No File Uploaded**

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.

Asansol Girls' College has adequate infrastructure and physicalfacilities for teaching-learning.The college has five buildings – Four three storied and one twostoried with a total number of 38class rooms.The college has one Seminar hall with ICT and fully Air conditioned,one Smart Room with full air conditioned, one ICT centre with 16computer with internet facility.The College has 12 laboratory based department which is fullyequipped with modern equipments and machinery, Laboratories, SeminarLibrary, Projectors, computer equipments with internet connections.Most of the lab. based department is provided with desktop andprinter. A few departments are equipped with projector and laptopfor modern teaching to the students.The college has set

up a new advanced practical centre ofBIOCHEMISTRY of the department of Microbiology, Botany and Nutritionwith modern facility. The College Campus is fully Wi-Fi enabled in which students canaccess the internet from each and every corner of the campus.

Moreover, the college has an automated Central Library using LMSsoftware developed by the BCA department of this college. The college is a member of N-List and NDL, providing free access to eresources.

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

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

Vibrant campus life is enjoyed by the students as equal stress islaid on academic and extracurricular activities. The CulturalCommittee is in charge of mobilizing students and organizingdifferent cultural activities through the year. Regular culturalactivities are organized. The college has open stage for organizing cultural programme.Amidst the pandemic, students organized cultural programs virtuallyto celebrate Annual Day, College Foundation Day, Teachers' Day,Bhasha Divas, etc. Gender sensitization /Awareness Programs are often conducted through cultural events.In adherence to the policy of ensuring holistic development ofstudents ,Asansol Girls' college maintains adequate facilities forsports and Games. The college has equipments for outdoor games likebadminton, volleyball, discuss throwing, short put, Javelin throw,high jump etc.Indoor games facilities include table tennis, carom etc.Institution ensures a holistic development of the pupils through its

1. Yoga classes where well-trained Yoga Teachers take classes. 2. Self-defence Programs and karate classes are held through TrainedKarate Teacher. Spacious well equipped Common Rooms – in the College and the Hosteloffer recreational facilities with indoor games.

The College thus facilitates its pupils in exploring their buddingtalents in cultural activities and physical fitness along

withacademics.

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

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

8

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

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)

148.76

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	<u>View File</u>

4.2 - Library as a Learning Resource

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

The college has an automated Central Library using LMS

softwaredeveloped by the BCA department of this college. The library's Facebook facility is available to provide user communication beyondthe regular working hours of the Asansol Girls" College Library. The college is a member of N-List and NDL, providing free access to eresources.Apart from this, the college also provides links to free e-books and e-journals through its portal to the students of thecollege. Four daily newspapers, four hard-copy journals, and four magazines are available in the library.The Library developed a blog(http://libraryagc.blogspot.in/p/collections.html) to provide necessary data and other related information to library users aswell as non-library users independently and with a link to the college web site from time to time.The blog is completely maintained by the library and providesupdated information to the blog user, like library collections,rules and regulations, current notice, syllabus of the KNU,membership and lending facilities, online N-LIST registration, studymaterials links for e-Gyankosh, e-Pathsala, etc., open databases,etc.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

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)

5900

File Description	Documents
Any additional information	[View File]()
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)	[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

During this period Wi-Fi System has been implemented/extended on allfloors of Administration (Main) Building, Old Building, Mancha Building, in order to provide Network Access Facilities to allstudents & Faculty Members throughout the Main Campus. Since the number of users are increasing day by day the existing InternetBandwidth has been required for upgradation. The College administration has take necessary steps for overcome this situation. Asansol Girls" college has adequate ICT facility that are frequently updated:- 1. There are 126Computers in the college and 8 laptops which areupdated as and when required. 2. Seminar Rooms have been upgraded and Smart class set up in a room

3. The library uses LMS software developed by BCA department of thecollege. 4. The college also has a well equipped Computer Centre which areused by the students for lab-based classes as well as faculty members for teaching-learning and Research work. 5. Online admission has been introduced from 2015; Online submissionof marks and result declaration and generation of mark sheet hasbeen subsequently introduced. 6. Online feedback is obtained from stakeholders and is revised time to-time .

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

4.3.2 - Number of Computers

108

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	<u>View File</u>

4.3.3 - Bandwidth of internet connection in the Institution	C.10 - 30MBPS

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)

3.83

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)	<u>View File</u>

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.

Asansol Girls' College ensures the availability of latest equipmentand up to date infrastructure for the overall benefit of thestudents. There are dedicated committees and a provision for budgetfor the maintenance and upkeep of different facilities, such asThe policy of the Institution is sustainable expansion throughcreation and enhancement of existing infrastructure.Providing infrastructural support to all including theeconomically marginalized and Rationalised.Very clear IT Policy of providing internet and intranet thoughLAN, WAN & Wi-Fi For this purpose the Institution 1. Submits plans and proposals from time to time to the Authorityfor approval and financial sanction. 2. Mobilizes funds from other sources such as the UGC, CSR etc. foracademic growth and RUSA Phases 1&2, for setting up new labs andimproving infrastructure. 3. State Grants are normally utilized for maintaining allLaboratories if any. The Institutional Policy entails ensuring the over-all well-being ofits pupils. Thus,

1. For barrier-free movement, one lifts have been installed. 2. Ramps, specially designed toilets, have been installed forspecially abled students and staff. 3. CCTV installed at multiple points in the College . 4. Regular sanitization during the COVID 19 Pandemic.

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

803

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

0

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

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	**E. none of the above**

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

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

0

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	**No File Uploaded**

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	**No File Uploaded**
Upload any additional information	[View File](#)
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

15

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

232

File Description	Documents
Upload supporting data for student/alumni	View File
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

17

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

0

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

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

State Govt have issued an order in which the formation of StudentCouncil in all colleges and Universities in the State havestopped. So, officially the college cannot accommodate thestudent's representative to different academic and administrativebodies. However, with a view to introduce the democratic processof running the institution to ensure the students participation,the college have accommodated the students in different academicand administrative bodies of the college like some academicbodied- Hostel committee, sports committee, cultural committee,Anti-ragging committee, Seminar Committee, etc. But due toCOVID-19 pendemic situation most of the activities was notperformed.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution

participated during the year (organized by the institution/other institutions)

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

0

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

5.4 - Alumni Engagement

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

The academic year of 2020-2021 happened to be the first two yearsof the ill famed Covid 19 pandemic. As a result the college was closed for most of the times. Under such circumstances too theAlumni remained active with its host of welfare activities. On18th August 2020 the Alumni distributed mask and sanitizeramongst some needy people of Santhaldih village in Panchgachia.The Alumni also distributed food items and clothes for the needyfamilies of the same village. On November 21st 2020 the Alumniobserved Diabetes Day along with the Lions Club of Asansol Eastat Mid West Clinic for teaching members of the Collegemaintaining Covid protocol. Dr. Lakshmi Gandhi an esteemed memberof the Alumni personally donated 48,000 rupees for detection ofThalassemia for our students in 2020. During this period theAlumni hold 3 online meetings for its core members. Later inNovember one offline meeting was held to discuss about its futurecourse of action. The Alumni agreed to help the college bothfinancially and socially whenever the college needs.

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision: Asansol Girls' College strives to promote a holistic education among the students from all segments of society and inculcate in them a spirit of inquiry. This will enable them not just to be fearless in questioning the regressive societal norms, but also be bold enough to challenge them and at the same time paying respect to the rich time-honoured traditions of this land. Since the institution is in the coal belt area that has seeninfusion of various cultures, it is further deemed all the more necessary to make the students aware of this plurality, be respectful of the differences and carry forward the glorious legacy of this college.

Mission:

1.Lead our college to be one of the premier institutions of learning in and around the state.

2.Ensure equal opportunity to all students cutting across caste, class and economic barriers.

3.Create a scientific temperament among students and enlisting their support to battle the various superstitions crippling our society.

4.Make them politically and socially conscious individuals with

minds of their own; minds that would be open to new ideas but not swayed by any external force.

5.Make them understand the diversity of our culture and rise above petty communal interests and jingoism.

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

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

a. The teaching as well as the non-teaching staff finds representations in the Governing Body, that play a key role in drawing up the blueprint for the future course of action of the college.

b. The Teachers' Council comprising all the teachers of the College also execute important role in matters pertaining to various fields related to students, faculty and general college improvement through further decentralization of power by forming various committees varying from curriculum, co-curriculum to administrative and financial. Delegating authority in such a way streamlines the college administrations and helps in its smooth functioning. Every year the committees are reorganized and reshuffled, howeverdue to the prevalence of the pandemic situation in the session 2020-21, the committees constituted in 2019-20 continued into 2020-21 as well.

File Description	Documents
Paste link for additional information	https://agc.ac.in/PDF/TCSList19-20.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Teaching

As both students and teachers were confined in their homes for the

entire session of 2020-21, the latter had to devise ways to keep the pace of learning going and at the same time make it interesting. This was challenging for both the teachers and the students as remote learning and teaching has its own set of difficulties, which however could be overcome by our dedicated teachers as well as their equally dedicated students. Online platforms like google meet, WebEx, Zoom and Skype were used effectively to make learning as interactive as it had been in the physical classrooms. Many departments applied the principle of flip classrooms online also, whereby the study materials and even the recorded lectures were uploaded on platforms like google classrooms and the college website before they were open for discussions in the live online classes. This ensured greater participation of the students and increased interaction. In this way both synchronous and asynchronous learning went side by side, that enabled the students learn at their own pace.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://agc.ac.in/index.php?page=php/resources.php
Upload any additional information	No File Uploaded

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

The administration of Asansol Girls' College is a collective effort of the Vice Principal, IQAC team, teaching, non-teaching staff and students with the support and co-operation of all stakeholders with a common objective. As the head of the institution the Vice Principal supervises all the academic and administrative activities of the institution. He abides by the directions and decisions of the Governing Body. He is the superintendent of the two girls' hostels in the college premises. Under the Vice Principal's supervision various administrative and academic committees are formed. They include IQAC, Finance, Research and Development etc. The college has different cells that look after the complaints of students and staff. They are Students' Grievance Redressal Cell, Anti Ragging Cell, ICC, Women's Forum etc. there is also a committee for counseling of students. The Alumni Association of the college is very active in helping financially needy students and participates in other

social welfare activities. Another important characteristic of the college organogram is its stakeholders like students, guardians and alumni.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://agc.ac.in/index.php?page=PDF/organogram.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
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

The College tries to implement the West Bengal Health Scheme (WBHS) introduced by the Govt of West Bengal. For this the college organises awareness programmes so that the teachingstaff can easly avail thescheme. For Non-teaching staff the College authority arrangesto implement their health scheme "Swasthya Sathi" of the Govt. of West Bengal.

The College has a Provident Fund committee to forward the loan application letters of the incumbent staff for disburssing the amount as early as possible through HRMS portal. The office uploads on e-pension portal the required documents of the staff

who will reitre shortly so that he/she maybe benefitted in due
course of time.

The Leave and Service Book Committee formed by the Teachers'
Council maintained leave records and prepare and update the
service book of the staff regularly.

File Description	Documents
Paste link for additional information	https://agc.ac.in/PDF/notice000123.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

0

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

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

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

0

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

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

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

26

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

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

The IQAC of the institution maintains a Performance Appraisal System. Before promotion of teaching staff (CAS) teachers are to submit filled in proforma as prescribed by the Higher Education Department. It is thoroughly verified by the IQAC and then

forwarded to the Vice Principal for recommendation. Similarly in case of getting benefit after completion of 10 years and 20 years of service according to their service rules, performance of the Non-teaching staff is also verified by the office before forwarding to the Vice Principal.

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

6.4 - Financial Management and Resource Mobilization

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

Internal and external audits are regularly conducted to make optimum use of financial resources. According to the norms of the Finance department of the Govt. of West Bengal annual accounts are prepared every fiscal year ending on 31st March. To maintain transparency in the financial matters the payments are made after being approved by the Bursar and the Vice Principal. Any payment above Rs. 25000 (Rupees Twenty Five Thousand) is required to be sanctioned by the Finance Committee. The financial statements and books of accountsare maintained with the optimum professional standard. For internal audit an auditor is appointed by the college authority who conducts the said audit very meticulously providing advisories for improvement, if necessary.

External audit of the college is done by an auditor appointed by the Govt. of West Bengal. However, following COVID situation the name of the external auditor has not been received for this financial year from the Higher Education Department, West Bengal.

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)

0

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

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

Following strategies were adopted for mobilization of funds:

- **RUSA 2.0 grant has been received in instalments.**
- **Funds are generated through fees collection from the students.**
- **Grants in aid for salaries of the staff are received from the Govt. of West Bengal.**

Strategies for optimal utilization of resources:

- **Funds of RUSA 2.0 are being used in renovating collegebuildings and also for purchasing books and equipments.**
- **Expenditure for maintaining and augmenting Academic and physical infrastructure has been done from college funds.**
- **Salaries are disbursed through the HRMS portal.**

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

6.5 - Internal Quality Assurance System

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

Asansol Girls' college always tries to trigger the young minds to

explore their infinite possibilities in different ways. For this purpose throughout the session 2020-2021different types of cocurricular activities like National and International seminars, webinars were arranged by Asansol Girls' college in collaboration with IQAC cell of this college. Besides curricular related seminars career guidance seminars were also held to enlighten our student for their future endeavours.

File Description	Documents
Paste link for additional information	Nil
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

The IQAC at the helm of administrative and academic affairs of the institution reviews all its activities.

a. It monitors classes, arranges remedial measures to address the lacunae like arranging workshops, lectures of experts from specialised fields.

b. It also tries to enhance the quality of teaching by constantly equipping the teachers with technological tools and training them accordingly.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above

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

This year due to restrictions imposed by the government due to Covid -19, physical activities toward the promotion of gender equity have not been possible. However,the college has successfully maintained its motto of promoting gender equity through its online activities. For example, on 26/09/2020 the Department of History in association with IQAC of the college organised a webinar on 'Steering the Course of Post Colonial Life in Bengal: Women in Politics and Play'. In this webinar, the eminent speakers talked about women and their role in defying the stereotypes and barriers in male-dominated areas like politics and plays.

Apart from online activity, the college has maintained its regular functions towards creating a safe environment for the girls. Such as:

i. Maintained the security guards both male and female 24x7.As wearing masks has been compulsory this year, carrying ID cards was made mandatory. ii. The number of CCTV cameras has been increased and CCTV surveillance was maintained across the campus. iii. The Complaint Committee or Internal Complaint Committeeto investigate complaints of sexual harassment from students and staff of the college;Women's Grievance Cell, to investigatethe complaints lodged by any student regarding any academic /nonacademic matter remained functional.

File Description	Documents
Annual gender sensitization action plan	https://agc.ac.in/index.php?page=PDF/711a_2020-21.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://agc.ac.in/index.php?page=PDF/711_2020-21.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	**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: Different types of dustbins are used to segregate combustible, degradable, and nondegradable solid waste. Dustbins are well placed in front of every department, meeting room, seminar hall and also placed in several places on the college premises so that faculties and students can properly use them.**
- **E-waste Management: A particular room is used to gather rejected electronic equipment, gadgets, etc. Periodically, it is sold off and given back to electronic companies for proper use of it.**
- **Hazardous Chemical Waste Management: The Department of Chemistry has maintained a system of regular disposal of hazardous chemical waste within the campus.**

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
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

A. Any 4 or all 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:

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Various policy documents / decisions circulated for implementation	**No File Uploaded**
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

D. Any 1 of the above

following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	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 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading | **C. Any 2 of the above**

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

Asansol Girls' College stands for inclusivity and diversity. It

maintains a healthy and welcoming environment for students from diverse socio-economic backgrounds.

The college has adopted the following practices to cater to the students from various sections as follows:

1.The socially-backward students like ST/SC/OBC (non-creamy layer)/Minorities are offered special privileges for admission by relaxation of the entry marks, by offering different types of incentives and scholarship opportunities from the college resources, State Government, UGC, and Central Governments.

2.The students who are economically weak but deserve to undergo higher studies are given the privilege of admission by offering them free education.

Besides, the college has adopted the policy of bilingual teaching and learning methods which has also allowed students from different linguistic communities to feel included.

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	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

Asansol Girls' College is dedicated to creating responsible citizens. The college ensures and practices the philosophy and ideals enshrined in our constitution.

The college encourages its students to join NSS and NCC. Like every year, this year also the college celebrated Independence Day and Republic Day maintaining Covid restrictions.

Different departments of the college have also conducted a number of Awareness Programmes and webinars focusing on the responsibilities of an Indian citizen during the pandemic situation.

Maintaining its promises toward Article 51-A (g) of the Indian Constitution which deals with the Fundamental Duties of the

citizens to protectand improve the natural environment,various environmental consciousness programs like Environmental Day Celebrations, Tree plantations, the establishment of medicinal plant gardens, webinars, etc. have been organized.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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	B. Any 3 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

World Environment Day:Teachers, non-teaching staff, and students of our college planted trees on the premises of the college on 05/06/2021.

Observation of Independence Day:Flag hoisting and cultural program about integrity by the student.

Teachers' Day celebration:Due to the pandemic situation celebration of Teachers Day was delayed (instead of 05.09.2020 it was celebrated virtually on 19.11.2020.

Republic Day celebration: Flag hoisting, March past, and cultural program on Republic Day 26/01/2021.

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	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice 1

1. Title of the Practice:Acquainting the students on use of National Repository and open access digital Library.

2. Objectives of the Practice:To promote access of study materials digitally and at the convenience of the students.

3. The Context:The pandemic situation made this practice even more needful.

4. The Practice:Students use this module.

5. Evidence of Success:The students have been using this facility after proper training have been given to them.

6. Problems Encountered and Resources Required:The More open access repository needs.

Best Practice 2

1. Title of the Practice:Operating a system of one to one teaching during the pandemic period.

2. Objectives of the Practice:To ensure that students do not miss out the personal interaction not possible in online mode of teaching. 3.The Context:The pandemic situation led to this thought of personal one to one interaction.

4. The Practice: Teachers engaged inone to one interaction with them after class hours.

5. Evidence of Success:Many students showed clear signs of improvement after such a practice was introduced.

6. Problems Encountered and Resources Required:All students could not be reached.

File Description	Documents
Best practices in the Institutional website	https://agc.ac.in/index.php?page=PDF/721_2020-21.pdf
Any other relevant information	**Nil**

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 believes in establishing a relationship with society and trains its students to become responsible citizens. In this year of the pandemic, the institution cannot deny the role it can play in the betterment of the situation and instilling a hope and sense of security so in want during these dire times.

To prepare the students to face the emerging challenges that the pandemic brought in, awareness programs in the form of seminars, and counseling were held not only at the beginning but all through the pandemic, be it on physical well-being or dietary or psychological.

The faculty members too devoted their time and as a part of their commitment towards society were involved in various welfare programs like being members of Covid management teams or conducting workshops thus interacting with students during these

distressful times to maintain their mental well-being.

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

It has been the objective of the college to stretch its academicexcellence farther. To attain this objective, the college plans to invite distinguished faculty from other colleges to help its students to widen their horizons. The initial talks are over and the MoU is being prepared. Teachers from the college will too visit other colleges to deliver lectures as required. This would not only promote academic excellence but also is a short term solution to shortage of faculty.

More water filters will be installed in hostels and corridors to ensure clean and safe drinking water for the students especially keeping in view the pandemic situation.

The department of Computer Science of the college has proposed to commence a certificate course in computer literacy in the next session to make the students of the college more efficient and adept to the digital needs of the ever changing society. Proposals of other certificate courses are also invited from other departments that would supplement their studies and enable them to learn the skills necessary to prepare them for the future needs in workplace.