



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	ASANSOL GIRLS' COLLEGE
• Name of the Head of the institution	Dr. Sandip Kr Ghatak
• Designation	Vice Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03412257600
• Mobile no	9434311497
• Registered e-mail	mail.agcorgin@gmail.com
• Alternate e-mail	mail@agc.ac.in
• Address	Dr. Anjali Rot Sarani
• 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 Biru Rajak				
• Phone No.	9831633316				
• Alternate phone No.					
• Mobile	9831633316				
• IQAC e-mail address	birurajak@gmail.com				
• Alternate Email address	birurajak@agc.ac.in				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://agc.ac.in/index.php?page=PDF/aqar2020-21.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/acadcal2021-22.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
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	No
<ul style="list-style-type: none"> 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
<ul style="list-style-type: none"> If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
IQAC regularly held meeting with different departments of the college to guide them in the preparation and submission of AQAR and SSR.	
IQAC, with the assistance of all the departments, established a strong digital ecosystem for the smooth functioning of the college during and after the pandemic.	
Career Advancement Scheme files of 14 teachers were processed by the CAS Committee, under the supervision of IQAC.	
Institutionalization of Women Empowerment Week.	
IQAC conducted meetings with all the departmental coordinators to prepare subject-specific effective strategies for coping with the crisis faced by the students during the pandemic.	
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
<p style="text-align: center;">Inclusivity</p>	<p>Ø Careful observance of National/State policies and KNU guidelines. Ø Continuous endeavour 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 the accessibility of the college facility. The members of the quick response team framed the standard operating procedure.</p>
<p style="text-align: center;">Enhancing Infrastructure</p>	<p>Ø Maintenance of the existing college physical infrastructure Ø Pest control measures were taken on a regular basis. Ø Broken glass windows of the girls' hostel were repaired. Ø Uninterrupted power supply was ensured in college premises by improving the generator facility.</p>
<p style="text-align: center;">Curriculum delivery</p>	<p>Ø Organization of teaching with meticulous planning through academic calendar. Ø Display of teaching schedules and timetables made available to students through college website. Ø Phygital classes and tutorials schedule followed meticulously.</p>
<p style="text-align: center;">Augmenting Quality of Teaching-Learning</p>	<p>Ø Student centric webinars were organized to keep the students in proper academic orientation. Ø Students were encouraged to</p>

	<p>deliver projects, collaborative work and presentations using ICT infrastructure.</p>
<p>Receptive Practices in the Classrooms (Virtual & Physical)</p>	<p>Ø Interactive sessions with students incorporated into online & offline lectures. Ø Special attention to specific student needs during & after pandemic. Ø Provision of student specific intervention strategies were made in the classroom. Ø Digital and physical mode of continuous assessment and analysis of performance. Ø Providing students with multiple opportunities for improvement of performance.</p>
<p>Supporting Advanced Learners</p>	<p>Ø Guidance for stimulating assignments and special opportunities. Ø Exposure to research-based meta analysis. Ø Experts invited for lecturing and internship offered capitalizing the online platform. Ø Encouraging advanced learners to apply for awards and scholarships.</p>
<p>Supporting Vulnerable Students</p>	<p>Ø Allocation of extra teaching hours to cater to the needs of the students. Ø Online and offline remedial classes and bridge courses as per need. Ø Financial assistance provided to needy students.</p>
<p>Enrichment Activities</p>	<p>Ø Frequent webinars, online Workshops, Invited Lectures etc. organized. Ø Promotion of several cultural activities among students.</p>
<p>Encouraging Research</p>	<p>Ø Faculty members were encouraged to write narrative, systematic literature reviews. Ø Departments frequently conduct</p>

	field studies and encouraged maximum student participation.
Strengthening community outreach activities	Ø Health, hygiene & nutrition awareness drive for combating with covid 19 was organized. Ø Evening coaching classes made available to financially deprived children.
Initiatives undertaken during & after the pandemic	Ø Nurturing, and mentoring distressed students Ø Online teaching through multiple digital platforms from zoom, google meets, and ciscowebeX. Ø The subject-specific audio-visual repositories were created. Ø Initiatives were taken to restore the mental health of the students and employees. Ø Induction programme was taken to follow the basic norms of COVID-19.
Initiation of Add-on Courses	Ø Several add-on courses proposed during the year 2021-22.

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

Name	Date of meeting(s)
Governing Body	21/01/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021	19/01/2023

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 a 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:

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, sewing, karate. The college has also initiated an add-on course on soft skill development by arranging lectures by experts in different fields. Course like these have been receiving a huge response from the students. The college has also started conducting Computer Training Courses as per the needs of students from diverse streams.

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

The College practices Upanishadic culture through regular seminars on the relevance of Vedanta and its implications on character building. 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. Visits to museums and excursions are conducted to foster learning and respect among students towards Indian Culture and knowledge base. 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.

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:

Post Covid, 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 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. The legacy continues. All necessary information to the students was notified on the website. 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

941

Number of courses offered by the institution across all programs during the year		
File Description	Documents	
Data Template	View File	
2.Student		
2.1		2750
Number of students during the year		
File Description	Documents	
Institutional Data in Prescribed Format	View File	
2.2		708
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		839
Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	View File	
3.Academic		
3.1		100
Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2		103
Number of sanctioned posts during the year		

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)	38.02
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

Being affiliated to Kazi Nazrul University, the college has to follow tCBCS. So all the departments of the college follow the designed syllabuoffered by the parent University. However, the college has maintained sdistinctive procedures while catering to the students need with respectcompleting syllabus in time. The college has prepared master routine fo(Hons. & Prog.), BSC (Hons. & Prog.) and for BCOM (Hons. & Prog.)disciplines separately for odd and even semesters. The teachers engagedthemselves in the conventional chalk and talk method and also in the moICT facility in delivering their lectures. The college has good library enriched with books and periodicals. Theteachers as well as the students can take the opportunity to learn fromthese sources. The science departments have well equipped laboratories that the students can experience their teaching in practical mode. The college authority has kept constant vigil on the attendance of theteaching staff by installing Bio-metric attendance system along with thconventional system of signing in the attendance register. The attendanthe students is also monitoring by the respective departments and a minpercentage (75%) of attendance is necessary for sitting in the examination

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 college follows the academic calendar sent by the parent university including the conduct of CIE. However, different departments maintain their schedule in conducting the evaluation. The schedule for the internal assessment is uploaded in the notice board of the college website. 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 A. All of the above 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

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)

5

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

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

159

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

1.3 - Curriculum Enrichment

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

Different departments addressed the issues relating to gender, environment, sustainability, human values etc. through their syllabus in different semesters. many departments like Economics , Geography ectcteach their students the above sensitive issues through their syllabus in different semesters.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 sustainabilitybased 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	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

5

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

1085

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students

A. All of the above

Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	Nil
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/FeedBackReport2021-22.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**

1056

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**

379

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

Faculty members share a strong bond with the students which help them to assess the level of learning capability of the students through continuous interaction with the students. Accordingly, special programmes are designed to support the slow learners and help them improve their learning and learning speed, while programmes that will support and boost the learning of the advanced learners are also conducted. 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. Departmental seminars and group discussions, additional assignments, quizzes, etc are conducted to boost the confidence of the advanced learners and help them choose the right path to success. Faculty members and various committees regularly review the academic progress and counsel students to improve their performance to ensure their academic growth.

File Description	Documents
Paste link for additional information	https://agc.ac.in/index.php?page=PDF/221_Tutorial_2021_22.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
2750	100

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

To enhance the quality of learning experience the below-mentioned student-centric methods are adopted:

1. **Experiential Learning:** Due to the pandemic it was not possible to conduct educational tours and industrial visits which usually promote experiential learning of the students in our college. Many departments used tools like online simulators instead of conducting physical practical classes in college laboratories when the institution was closed due to pandemic. Films and documentaries related with their curriculum are also screened by some departments.

2. **Participatory Learning:** Teachers motivate students to participate in activities where they can use their specialized technical, cultural and management skills. Students regularly participate in the celebration of significant days like International Mother Language day, Rabindra Jayanti, World Environment day etc. During the session they have participated virtually and to some extent physically 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:** Regular assignments are given and assessed during both online and offline modes of teaching. Mentors take measures to solve academic, financial as well as personal problems of the respective mentees.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://agc.ac.in/index.php?page=PDF/231_21-22.pdf

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

Though the blended mode of teaching was introduced later in the session, the use of ICT was the major way for teaching-learning process. Teachers mostly 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.

Apart from online teaching learning tools the college use tools like Projectors, Desktops, Laptops, Broad Band internet facility with WiFi, Printers, Scanners, Projector Enabled Seminar Rooms, Smart Class rooms etc. have been used for ICT infrastructures.

The faculties also used the following ICT enabled tools for effective teaching learning:

- 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.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

100

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

100

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

38

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

1230

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.

In order to ensure transparency, College provides information to the students about the system of internal assessment and examinations during orientation programme at the very first semester. Continuous evaluation is made through group discussion, class tests, assignments submission, and Seminars Presentation. Class tests are conducted regularly after the completion of each unit of the syllabus. Personal guidance is given to the poor performing students after their assessment.

For internal assessment conducted in the form of written test, question papers are set by the subject teachers and the exams are conducted in a fair and transparent manner. 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 most of the examinations on online mode using platforms as per the convenience of the students.

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

File Description	Documents
Any additional information	View File
Link for additional information	https://agc.ac.in/PDF/251_MechanismInternalAssessment_2021_22.pdf

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

The students are free to approach the teachers, coordinator of the departments and the vice-principal to report the examination related

grievances. Faculty members of each department are guided by respective departmental coordinator during handling the internal examination related grievances. The internal assessment test schedules are prepared as per the university notification and communicated to the students. The teacher distributes evaluated answer scripts to the students, and any clarifications or grievances are addressed by the teacher. If any discrepancy in question paper and marks allocation is noticed by the students, the concerned teacher resolve it and the necessary steps are be taken. If a student is not satisfied with the marks awarded even after resolved by the teacher, then she may report the same to the coordinator of the department concerned. Internal examination grievances are cleared by showing the corrected answer sheet to the students. Rules of entry and exit in exam hall are obeyed strictly so no point of grievance in this domain. Retest for the Internal Assessment are conducted for Students who remain absent for internal exams due to genuine reason. Within a time bound the internal examination marks are entered in the University marks capture portal.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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.

Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution. The College is committed to a set of broad learning outcomes, which cover all aspects of student life at the college. The framework of UG degree programmes has in-built flexibility with a choice of courses in the form of interdisciplinary and open electives. In the Learning Outcome based Curriculum Framework (LOCF) for Choice Based Credit System (CBCS) implemented from 2020-2021, these are in the form of Generic Electives (GE), Discipline Specific Electives (DSE), Ability Enhancement Courses (AECC) and Skill Enhancement Courses (SEC). The nomenclature reflects the expected outcomes. Despite classroom teaching-learning, each course of study defines its own unique set of learning outcomes that are connected to the curriculum.

The college encourages faculty to participate in Refresher Courses

so that they can gain familiarity with specific course objectives and tune the classroom teaching accordingly. The generic objective of a specific course is communicated to students by faculty at the beginning of the session. Following effective pedagogic practice, faculty articulates the learning objective and expected outcomes for each topic. These are reiterated through discussions and group tutorials.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://agc.ac.in/index.php?page=../PDF/CourseOutcome2021-22.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the college on a regular basis as an integral part of teaching-learning process. Evaluation of programme outcome is carried out by the institution through maintenance of records of the students who have opted for higher studies and the students who have achieved placement.

Course outcomes are assessed through the following measures:

- Continuous evaluation by arranging class tests, quizzes, debates and departmental seminars.
- Performance in internal examinations.
- Participation in co-curricular activities.
- Performance in end semester examination.
- Participation in professional and add-on courses.
- Performance in several intra and inter college competitions.
- Overall behavior.

The progression of students is analyzed by the institution through result analysis in the departmental meetings, academic audit,

parentteacher meeting and feedback analysis. In the academic year 2021-22, the above mentioned activities have been carried out in blended mode.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://agc.ac.in/index.php?page=../PDF/ProgramOutcome2021-22.pdf

2.6.3 - Pass percentage of Students during the year

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

806

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_2021-22.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/index.php?page=PDF/FeedBackReport2021-22.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 creates the 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 shared through these seminars, conferences, workshops, webinars, by the participation of academicians and students from different institutions.

3) Students of different departments are encouraged and guided to make poster presentation, create Wall 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

13

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

34

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

3.3.3 - 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

12

File Description	Documents
Any additional information	No File Uploaded
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 believed that the purpose of true

education is not merely to get awards, degrees and settle for a comfort life, but its real value lies in its implementation. Learning by rote is not enough, education can only be considered to have served its purpose if it can sensitize the learners to think beyond themselves, for the greater community. Our students are taught not to be just conscious beings, but translate this consciousness into action. With this aim, our students part in the following programmes. 1. Regional Nutrition Kit Distribution on the National Nutrition month among the less privileged section of the society, to make them aware of low cost yet nutrient-packed food that could easily meet their nutritional requirements. They busted the myth that only expensive items could be healthy and emphasized on the right to nutritious food for all. Around 23 students and faculty members took part in this initiative and got active from the local people who were glad to be part of this. 2. Blood Donation Camp was arranged on April 27, 2022 in the college premise. Not just the staff but the students as well spontaneously forward to be a part of this noble endeavour. NCC cadets performed Parade on Republic Day, in the sports meet at Kazi Nazrul University and also in the college festival. 3. Students from different departments participated in educational tour.

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

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

1

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

3.4.3 - 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

9

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the 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

239

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

3

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

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

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

2

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	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Asansol Girls" College has adequate infrastructure and physical facility for teaching-learning. The college has five buildings - Four three storied and one two storied. A new two storied building "Bhasha Bhawan" with 7,000 sq. ft. is under construction through Zila Parisad from College Fund. There are a total number of 36 class rooms, one Seminar hall with ICT, Smart Room and one ICT centre with 15 computer with internet facility and also two wings of Girls' Hostel. The College has 12 laboratory based department which is equipped with modern equipments and machinery. The college has set up a new advanced practical centre of BIOCHEMISTRY of the department of Microbiology, Botany and Nutrition with modern facility. The College Campus is fully Wi-Fi enabled. The college has Lift facility, Ramp facility and wash room facility for specially abled students and

staff.

Moreover, the college has an automated Central Library using LMS software developed by the BCA department of this college. The Library developed blog (<http://libraryagc.blogspot.in/p/collections.html>) to provide necessary data and other related information to library users as well as non-library users independently and with a link to the college web site from time to time.

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.

The Cultural Committee is in charge of organizing different cultural activities through the year. The Committee arranges programmes on dance, music, debate, quiz, recitation poster making etc. The college has open stage for organizing cultural programme. On the occasion of the Annual Prize Distribution Ceremony, a full-fledged cultural program is put up by the students. Amidst the pandemic, students organized cultural programs virtually to celebrate Annual Day, College Foundation Day, Teachers' Day, Bhasha Divas etc. Gender sensitization / Awareness programs are often conducted through cultural events. The college organizes Annual Sports every year with active participation of students and staffs. The college has equipments for outdoor games like badminton, volleyball, discus throwing, short put, Javelin throw, high jump etc. Institution ensures a holistic development of the pupils through its Yoga classes where well-trained Yoga Teachers take classes. Rank holder of each department of the college in University Examination awarded each year and a few department is awarded to the memorial prize as per terms and condition. Students who perform well in sports are sent as participants to the Annual Inter- College Sports Meet. Spacious well equipped Common Rooms - in the College and the Hostel offers recreational facilities with indoor games.

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)	View File

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

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

4.97

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

4.2 - Library as a Learning Resource

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

Moreover, the college has an automated Central Library using LMS software developed by the BCA department of this college. The

library's Facebook facility is available to provide user communication beyond the regular working hours of the Asansol Girls' College Library. The college is a member of N-List and NDL, providing free access to e-resources. Apart from this the college also provides links to free e-books and e-journals through e-portal to the students of the college. 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 and other related information to library users as well 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 provides updated 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, study materials links for e- Gyankosh, e-Pathsala, etc., open databases, etc.

File Description	Documents
Upload any additional information	No File Uploaded
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 C. Any 2 of the above

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

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

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

1.92

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

67

File Description	Documents
Any additional information	No File Uploaded
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 all floor of Administration (Main) Building, Old Building, Mancha Building, in or to provide Network Access Facilities to all students & Faculty Members throughout the Main Campus. The total number of nodes present in the College campus is 450 which includes 48 Wi Fi access points. Since the number of users are increasing day by day the existing Internet Bandwidth has been required for upgradation. The College administration has take necessary steps for overcome this situation. Asansol Girls'college has adequate facility that are frequently updated:-

1. There are 126Computers in the college and 7laptops which are updated 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 the college.
4. The college also has a well equipped Computer Centre which are

used by the students for lab-based classes as well as faculty members for teach learning and Research work.

5. Online admission has been introduced from 2015; Online submission of marks and result declaration and generation of mark sheet has been subsequently introduced.

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

4.3.2 - Number of Computers

126

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

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)

4.12

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

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

Asansol Girls' College ensures the availability of latest equipment and upto date infrastructure for the overall benefit of the students. There are dedicated committees and a provision for budget for the maintenance and upkeep of different facilities. The policy of the Institution is sustainable expansion through creation and enhancement of existing infrastructure.

The college has a clear IT Policy of providing internet and intranet through LAN Wi-Fi to the students and staff.

For this purpose the Institution

1. Submits plans and proposals from time to time to the Authority for approval and financial sanction.
2. Mobilizes funds from other sources such as the UGC, CSR etc. for academic growth and RUSA Phases 1&2, for setting up new labs and improving infrastructure.
3. State Grants are normally utilized for maintaining all Laboratories, if any.

The Institutional Policy entails ensuring the over-all well-being of it pupils. Thus,

1. An additional Two Storied Building is under construction to solve the problem of shortage of class room .
2. For barrier-free movement, one lifts have been installed.
3. Ramps, specially designed toilets, have been installed for specially abled students and staff.

4. CCTV installed at multiple points in the College .

5. The college campus is sanitized regularly 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

1062

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
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)	View File

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

B. 3 of the above

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

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

368

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

368

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)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

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

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

7

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

179

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

15

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.

4

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

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

The formation of the student council has been stopped following an order from the state government. So officially the institution can not accommodate student representatives into the different administrative and academic bodies. However, with a view to introducing a democratic process in running the institution and ensuring student participation, the college has accommodated the students in different academic and administrative bodies of the college viz. the hostel committee, sports committee, cultural committee, anti-ragging committee, seminar committee, etc. Through these committees, students contribute to creating a systematic well organized academic environment in the institution. The college also started a certificate course on Arts and Crafts, Tailoring, and embroidery to encourage student to become economically independent. Besides the college also organized webinars during the COVID-19 period to make students aware of career opportunities in higher education. The institute also encourages its students and staff to do their duties maintaining COVID-19 protocol and proper social distancing both at work place and outside.

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

6

File Description	Documents
Report of the event	View File
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)	View File

5.4 - Alumni Engagement

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

During this period The Asansol Gilrs' College Alumni financially helped needy students- Sweta Chatterjee in her final year and Khushi Chauhan of Philosophy honours. Smt. Piyali Ganguly donated handsomely to two students of 2nd semester, Philosophy honours, Suchitra and Sumitra to pursue their studies unhampered. The Alumni also organized 'Prabin Baran' and felicitated 17 students of the institution who passed out between 1963-1975 on 16/07/2022.

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 seen infusion 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.

The Teachers' Council comprising all the teachers of the College executes important role in matters pertaining to various fields related to students, faculty and general college improvement through

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. The Teachers' Council with the help of all faculty members is hence instrumental in the smooth functioning of the institute and even during the pandemic, under its effective guidance, all academic, financial and administrative works could be carried on smoothly.

The Governing body comprising the teaching and non teaching representatives along with the Govt. nominee (university/higher education) take important decisions based on the recommendation of the IQAC and helps the teachers' council in smooth functioning.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In keeping with the vision and mission of the college in championing holistic education and achieving academic excellence the college has tried to come up with a strategic plan to realise its aim.

Our previous session's plan involved in maximum utilization of online platforms . Many departments last year applied the principle of flip classrooms online also, whereby the study materials were uploaded on platforms like google classrooms and the college website before they were open for discussions in the live online classes.As the college slowly shifted to offline mode of teaching the institute in order to facilitate maximum participation of students in learning set the following goals:

1. Fostering experiential learning through ICT
2. Facilitating innovative teaching-learning methods
3. Arranging workshops and lectures by subject experts.
4. Making them job ready and keeping them well informed about the

job prospects pertaining to their specific fields.

This plan has been implemented as highlighted below;

1. Maximum use of ICT by faculty members
2. Innovative learning methods such as preparing short research projects
3. Organising students' seminar.
4. One Day Guest Lecture & Workshop was arranged by the department of Political Science.
5. Webinar on different job opportunities after Graduation in public sector and procedure for preparation organized by the library

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	View File

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

The administration of Asansol Girls' College is a collective effort of the Vice Principal, 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 staffs. They are Students' Grievance Redressal Cell, Anti Ragging, 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, alumni.

The college authority (GB) issues appointment letter to the teachers on recommendation from the College Service Commission (CSC). The incumbents join the relevant posts by furnishing joining letters on the basis of the said appointment letters. The Governing Body approves their appointments and confirms their services after completion of at least one year of satisfactory service.

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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Welfare measures for teaching staff:

- 1) Seminar for West Bengal Health Scheme
- 2) Retirement benefit by e-pension portal of West Bengal Government
- 3) Leave Committee maintains leave report and Service Book Committee for service books of staff

- 4) Leave encashment to the retired staff
- 5) Festival advance during Durga Puja and Id ul Fitr
- 6) Vaccination progarm for COVID 19

Welfare meaasures for Non-teaching staff:

- 1) Awareness program for Sasthya Sathi Scheme
- 2) Retirement benefit by e-pension portal of West Bengal Government
- 3) Leave Committee maintains leave reprot and Service Book Committee for service books of staff
- 4) Leave encashment to the retired staff
- 5) Festival advance during Durga Puja and Id ul Fitr
- 6) Vaccination progarm for COVID 19

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

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

17

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

Appraisal for teaching staff and librarians are done following the

CAS procedure of the West Bengal government.

Performance Appraisal System is maintained by the IQAC of the institution. Teachers submit filled in proforma as prescribed by the Higher Education Department for promotion (CAS) . It is thoroughly verified by the IQAC 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.

The Governing Body will take final decision for promotion of teaching and non-teaching staff.

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

6.4 - Financial Management and Resource Mobilization

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

Internal and external audits are regularly conducted to make optimum use of financial resources. According to the norms of the Finance department of Govt. of West Bengal annual accounts are prepared every fiscal year at the end of 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 accounts are 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.

Relevant rectifications are made, if necessary, following the procedural recommendations suggested by the Auditor.

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:

- * Funds are generated through fees collection from the students.
- * Grants in aid for salaries of the staff are received from the Govt. West Bengal.

Strategies for optimal utilization of resources:

- * Expenditure for maintaining and augmenting Academic and physical infrastructure has been done from college funds.
- * Salaries are disbursed through the HRMS portal.
- * Funds collected from students under different heads, like sports, cultural, Saraswati Puja etc. are optimally utilized according to

the requirements.

* Financial help is provided to the needy students for the payment of their tuition fees from the Student Aid Fund.

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 through the session 2021-2022 different types of co-curricular activities like National and International seminars, webinars were arranged by AsansolGirls' 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

There is no doubt that achievements of any educational institution depends on its students. Besides the conventional methods of teaching, our teacher always encouraged students to take up various cocurricular activities. Though the year 2021-22 was challenging as gradual transition was made physical classrooms, still the earnest endeavours of the institution supported by a dedicated body of teachers kept them involved in various activities. They worked earnestly to design a teaching plan and also execute it properly to ensure that the CBCS syllabus is rightly addressed. There have been extensive use of ICT facilities, arrangement of remedial class and

ensuring of availability of electronic study material so that students reap maximum benefit out of it.

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)

C. Any 2 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

As a reputable women's college, our vision rests on creating a safe space for our students and providing a gender sensitive and empowering education. The pedagogy of gender sensitization is not only limited to classrooms. We pride ourselves in having created a vibrant campus environment that allows students to think critically, question, act and develop creativity;

A. Safety and Security:

The college is dedicated to provide a safe and secure environment for all the women staff and students.

Security Guards: The college is secured 24x7 by male and female security guards who vigil all the activities happening in the campus. College also installed 25 CCTV Camera

B.Complaint Committee: As per the guidelines of UGC :

i. The Internal Complaint Committee (ICC) is formed to investigate complaints of sexual harassment from students and staffs of the college.

ii. The Students' Grievance Redressal Cell looks into the complaints lodge by any student and redresses it as per requirement box.

3. Counselling:

i. The Women's Forum cell provides counselling to the students for any type of academic and emotional support.

ii. Different departments arrange career counselling activities through career counselling committee.

File Description	Documents
Annual gender sensitization action plan	https://agc.ac.in/index.php?page=PDF/711a_2021-22.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_2021-22.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 non-degradable solid waste. Dustbins are well placed in front of every department, meeting room, and seminar hall and also placed in several places on the college premises so that faculties and students can properly use it.
- **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 Chemistry Department takes extreme care toward the systematic disposal of hazardous chemical waste.

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	No File Uploaded

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

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

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

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

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards

C. Any 2 of the above

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

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

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

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.

The college has organised Annual Sports for students as well as

staffs irrespective of their religious, ethnic, caste, racial, and gender identities.

The same ideals are also reflected in the college Annual Cultural Program.

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 its promises toward Article 51-A (g) of the Indian Constitution which deals with the Fundamental Duties of the citizens to protect and 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.

The college also gives importance to the constitutional ideals of encouraging scientific temper.

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 **A. All of the above**

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

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 staffs, students of our college planted trees in the premises of the college.

Observation of independence Day: Flag hoisting and cultural program about integrity

Netaji's Birth day celebration: Netaji Subhash Chandra Bose Jayanti, or Subhas Chandra Bose's birthday, is celebrated on 23rd January every year to remember and honour Netaji's vigour as one of the greatest freedom fighters of India.

Republic day celebration: Flag hoisting, March past and cultural program.

National Science Day Celebration: National science day is celebrated to commemorate the discovery of Raman effect by Noble laureate, physicist C.V. Raman on this day in 1928. The theme of the year 2022 is 'Integrated approach of Science and Technology for Sustainable future'. A seminar had been organized on Sir C. V. Raman and his work, the importance of science in Sustainable development.

Women's Day Celebration: International Women's Day is celebrated

annually on 8 March. It offers an opportunity to reflect on progress made, to call for change and to celebrate acts of courage and determination by ordinary women who have played an extraordinary role in the history of their countries and communities.

Annual Sports Day: College organizes its Annual Sports on 25.3.2022.
Annual Social Cultural Program: College organizes its Annual Social and Cultural function on and from 30.03.2022 to 31.03.2022.

Dol Utsav (Holi Celebration) : College students actively celebrate Dol Utsav in the College premises.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice 1

1. **Title:** Faculty -staff exchange program with other educational institution.

2. **Objectives:** To ensure that the students get benefited from the knowledge and skills of the exchanged personnel. And also to encourage professional development through the stimulus of a different setting.

3. **The Context:** This practice is much needed to get the benefit of diverse faculty.

4. **The Practice:** Memorandum of understanding has been signed.

5. **Evidence of success:** Students of both institutions get benefitted.

6. **Problems encountered and Resource Required:** Although this program is beneficial to the students as well as the faculties still it

promotes financial burden to both the institution.

Best Practice 2

1. Title :Practicing conservation of energy in college premises with efficientLED lighting solutions.

2. Objective :To promote sustainable development by reducing energy consumption.

3. The Context:Less power consumption and working at low operational voltage make this lighting technology very much needed in the current scenario.

4. The Practice:LED is used inclass rooms, laboratories, office, library LED lights are extensively used.

5. Evidence of success:It is also economical for the college.

6. Problems encountered and Resources Required:In order to maintain eye safety distance is maintained between LED light source and object.

File Description	Documents
Best practices in the Institutional website	https://agc.ac.in/index.php?page=PDF/best_practices_2021_22.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 motto of the Asansol Girls' College, "Amaar mukti aaloy aaloy" is a quotation taken from a song of Kabiguru Rabindranath Tagore. The meaning of the above quotes is our emancipation in the radiance of education.

AGC remains strongly committed to addressing issues of gender in all their complexity. The college makes dedicated efforts to prepare the young women under its care to

- lead professionally successful lives enriched by the love of

learning

- build personally fulfilling lives radiating integrity and strength of character
- Sustain purposeful engagement with the world with a balanced perspective
- Meet with confidence the challenges they encounter in their lives
- Flourish in different cultural milieus in an increasingly interconnected world
- Uphold the core collegial values of respect for diversity, inclusiveness, and humanism
- Emerge as leaders charged with new ideas and the capacity to make a difference.

To this end, the College provides its women students

- a stimulating active learning environment attracting young women who wish to make a difference
- highest quality liberal arts and science education through rigorous academic programs
- Culturally sensitive inclusive environment upholding core values of respect for diversity.

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

Being affiliated to Kazi Nazrul University, the college has to follow tCBCS. So all the departments of the college follow the designed syllabu offered by the parent University. However, the college has maintained sdistinctive procedures while catering to the students need with respect completing syllabus in time. The college has prepared master routine fo (Hons. & Prog.), BSC (Hons. & Prog.) and for BCOM (Hons. & Prog.) disciplines separately for odd and even semesters. The teachers engaged themselves in the conventional chalk and talk method and also in the moICT facility in delivering their lectures. The college has good library enriched with books and periodicals. Theteachers as well as the students can take the opportunity to learn from these sources. The science departments have well equipped laboratories that the students can experience their teaching in practical mode. The college authority has kept constant vigil on the attendance of theteaching staff by installing Bio-metric attendance system along with thconventional system of signing in the attendance register. The attendanthe students is also monitoring by the respective departments and a minpercentage (75%) of attendance is necessary for sitting in the examination

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 college follows the academic calendar sent by the parent university including the conduct of CIE. However, different departments maintain their schedule in conducting the evaluation. The schedule for the internal asesment is uploaded in the notice board of the college website. 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

A. All 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)

5

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

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

159

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

1.3 - Curriculum Enrichment

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

Different departments addressed the issues relating to gender, environment, sustainability, human values etc. through their syllabus in different semesters. many departments like Economics , Geography etcteach their students the above sensitive issues

through their syllabus in different semesters. 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 sustainabilitybased 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	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

5

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

1085

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	Nil
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/FeedBackReport2021-22.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

1056

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

379

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

Faculty members share a strong bond with the students which help them to assess the level of learning capability of the students

through continuous interaction with the students. Accordingly, special programmes are designed to support the slow learners and help them improve their learning and learning speed, while programmes that will support and boost the learning of the advanced learners are also conducted. 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. Departmental seminars and group discussions, additional assignments, quizzes, etc are conducted to boost the confidence of the advanced learners and help them choose the right path to success. Faculty members and various committees regularly review the academic progress and counsel students to improve their performance to ensure their academic growth.

File Description	Documents
Paste link for additional information	https://agc.ac.in/index.php?page=PDF/221_Tutorial_2021_22.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
2750	100

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

To enhance the quality of learning experience the below-mentioned student-centric methods are adopted:

1. **Experiential Learning:** Due to the pandemic it was not possible to conduct educational tours and industrial visits which usually promote experiential learning of the students in our college. Many departments used tools like online simulators instead of conducting physical practical classes in college laboratories when the institution was closed due to pandemic. Films and documentaries related with their curriculum are also screened by some departments.

2. **Participatory Learning:** Teachers motivate students to participate in activities where they can use their specialized technical, cultural and management skills. Students regularly participate in the celebration of significant days like International Mother Language day, Rabindra Jayanti, World Environment day etc. During the session they have participated virtually and to some extent physically 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:** Regular assignments are given and assessed during both online and offline modes of teaching. Mentors take measures to solve academic, financial as well as personal problems of the respective mentees.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://agc.ac.in/index.php?page=PDF/231_21-22.pdf

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

Though the blended mode of teaching was introduced later in the session, the use of ICT was the major way for teaching-learning process. Teachers mostly 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.

Apart from online teaching learning tools the college use tools like Projectors, Desktops, Laptops, Broad Band internet facility with WiFi, Printers, Scanners, Projector Enabled Seminar Rooms, Smart Class rooms etc. have been used for ICT infrastructures.

The faculties also used the following ICT enabled tools for effective teaching learning:

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.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

100

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	
100	
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	
38	
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	
1230	
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.

In order to ensure transparency, College provides information to the students about the system of internal assessment and examinations during orientation programme at the very first semester. Continuous evaluation is made through group discussion, class tests, assignments submission, and Seminars Presentation. Class tests are conducted regularly after the completion of each unit of the syllabus. Personal guidance is given to the poor performing students after their assessment.

For internal assessment conducted in the form of written test, question papers are set by the subject teachers and the exams are conducted in a fair and transparent manner. 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 most of the examinations on online mode using platforms as per the convenience of the students.

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

File Description	Documents
Any additional information	View File
Link for additional information	https://agc.ac.in/PDF/251_MechanismInternalAssessment_2021_22.pdf

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

The students are free to approach the teachers, coordinator of the departments and the vice-principal to report the examination related grievances. Faculty members of each department are guided by respective departmental coordinator during handling the internal examination related grievances. The internal assessment test schedules are prepared as per the university notification and communicated to the students. The teacher distributes evaluated answer scripts to the students, and any clarifications or grievances are addressed by the teacher. If any discrepancy in

question paper and marks allocation is noticed by the students, the concerned teacher resolve it and the necessary steps are be taken. If a student is not satisfied with the marks awarded even after resolved by the teacher, then she may report the same to the coordinator of the department concerned. Internal examination grievances are cleared by showing the corrected answer sheet to the students. Rules of entry and exit in exam hall are obeyed strictly so no point of grievance in this domain. Retest for the Internal Assessment are conducted for Students who remain absent for internal exams due to genuine reason. Within a time bound the internal examination marks are entered in the University marks capture portal.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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.

Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution. The College is committed to a set of broad learning outcomes, which cover all aspects of student life at the college. The framework of UG degree programmes has in-built flexibility with a choice of courses in the form of interdisciplinary and open electives. In the Learning Outcome based Curriculum Framework (LOCF) for Choice Based Credit System (CBCS) implemented from 2020-2021, these are in the form of Generic Electives (GE), Discipline Specific Electives (DSE), Ability Enhancement Courses (AECC) and Skill Enhancement Courses (SEC). The nomenclature reflects the expected outcomes. Despite classroom teaching-learning, each course of study defines its own unique set of learning outcomes that are connected to the curriculum.

The college encourages faculty to participate in Refresher Courses so that they can gain familiarity with specific course objectives and tune the classroom teaching accordingly. The generic objective of a specific course is communicated to students by faculty at the beginning of the session. Following effective pedagogic practice, faculty articulates the learning

objective and expected outcomes for each topic. These are reiterated through discussions and group tutorials.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://agc.ac.in/index.php?page=../PDF/CourseOutcome2021-22.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the college on a regular basis as an integral part of teaching-learning process. Evaluation of programme outcome is carried out by the institution through maintenance of records of the students who have opted for higher studies and the students who have achieved placement.

Course outcomes are assessed through the following measures:

- Continuous evaluation by arranging class tests, quizzes, debates and departmental seminars.
- Performance in internal examinations.
- Participation in co-curricular activities.
- Performance in end semester examination.
- Participation in professional and add-on courses.
- Performance in several intra and inter college competitions.
- Overall behavior.

The progression of students is analyzed by the institution through result analysis in the departmental meetings, academic audit, parentteacher meeting and feedback analysis. In the academic year 2021-22, the above mentioned activities have been carried out in blended mode.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://agc.ac.in/index.php?page=../PDF/ProgramOutcome2021-22.pdf

2.6.3 - Pass percentage of Students during the year

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

806

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_2021-22.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/index.php?page=PDF/FeedBackReport2021-22.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 creates the 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 shared through these seminars, conferences, workshops, webinars, by the participation of academicians and students from different institutions.

3) Students of different departments are encouraged and guided to make poster presentation, create Wall 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

13

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

34

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

3.3.3 - 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

12

File Description	Documents
Any additional information	No File Uploaded
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 believed that the purpose of true education is not merely to get awards, degrees and settle

for a comfort life, but its real value lies in its implementation. Learning by rote is not enough, education can only be considered to have served its purpose if it can sensitize the learners to think beyond themselves, for the greater community. Our students are taught not to be just conscious beings, but to translate this consciousness into action. With this aim, our students part in the following programmes. 1. Regional Nutrition Kit Distribution on the National Nutrition month among the less privileged section of the society, to make them aware of low cost yet nutrient-packed food that could easily meet their nutritional requirements. They busted the myth that only expensive items could be healthy and emphasized on the right to nutritious food for all. Around 23 students and faculty members took part in this initiative and got active from the local people who were glad to be part of this. 2. Blood Donation Camp was arranged on April 27, 2022 in the college premise. Not just the staff but the students as well spontaneously forward to be a part of this noble endeavour. NCC cadets performed Parade on Republic Day, in the sports meet at Kazi Nazrul University and also in the college festival. 3. Students from different departments participated in educational tour.

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

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

1

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

3.4.3 - 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

9

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the 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

239

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

3

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

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

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

2

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	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Asansol Girls" College has adequate infrastructure and physical facility for teaching-learning. The college has five buildings - Four three storied and one two storied. A new two storied building "Bhasha Bhawan" with 7,000 sq. ft. is under construction through Zila Parisad from College Fund. There are a total number of 36 class rooms, one Seminar hall with ICT, Smart Room and one ICT centre with 15 computer with internet facility and also two wings of Girls' Hostel. The College has 12 laboratory based department which is equipped with modern equipments and machinery. The college has set up a new advanced practical centre of BIOCHEMISTRY of the department of Microbiology, Botany and Nutrition with modern facility. The College Campus is fully Wi-

Fi enabled. The college has Lift facility, Ramp facility and wash room facility for specially abled students and staff.

Moreover, the college has an automated Central Library using LMS software developed by the BCA department of this college. The Library developed blog (<http://libraryagc.blogspot.in/p/collections.html>) to provide necessary data and other related information to library users as well as non-library users independently and with a link to the college web site from time to time.

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.

The Cultural Committee is in charge of organizing different cultural activities through the year. The Committee arranges programmes on dance, music, debate, quiz, recitation poster making etc. The college has open stage for organizing cultural programme. On the occasion of the Annual Prize Distribution Ceremony, a full-fledged cultural program is put up by the students. Amidst the pandemic, students organized cultural programs virtually to celebrate Annual Day, College Foundation Day, Teachers' Day, Bhasha Divas etc. Gender sensitization / Awareness programs are often conducted through cultural events. The college organizes Annual Sports every year with active participation of students and staffs. The college has equipments for outdoor games like badminton, volleyball, discus throwing, short put, Javelin throw, high jump etc. Institution ensures a holistic development of the pupils through its Yoga classes where well-trained Yoga Teachers take classes. Rank holder of each department of the college in University Examination awarded each year and a few department is awarded to the memorial prize as per terms and condition. Students who perform well in sports are sent as participants to the Annual Inter- College Sports Meet. Spacious well equipped Common Rooms - in the College and the Hostel offers recreational facilities with indoor games.

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)	View File

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

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

4.97

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

4.2 - Library as a Learning Resource

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

Moreover, the college has an automated Central Library using LMS software developed by the BCA department of this college. The

library's Facebook facility is available to provide user communication beyond the regular working hours of the Asansol Girls' College Library. The college is a member of N-List and NDL, providing free access to e-resources. Apart from this the college also provides links to free e-books and e-journals through e-portal to the students of the college. 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 and other related information to library users as well 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 provides updated 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, study materials links for e-Gyankosh, e-Pathshala, etc., open databases, etc.

File Description	Documents
Upload any additional information	No File Uploaded
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 to e-resources

C. Any 2 of the above

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

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

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

1.92

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

67

File Description	Documents
Any additional information	No File Uploaded
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 all floor of Administration (Main) Building, Old Building, Mancha Building, in or to provide Network Access Facilities to all students & Faculty Members throughout the Main Campus. The total number of nodes present in the College campus is 450 which includes 48 Wi Fi access points. Since the number of users are increasing day by day the existing Internet Bandwidth has been required for upgradation. The College administration has take necessary steps for overcome this situation. Asansol Girls'college has adequate facility that are frequently updated:-

1. There are 126Computers in the college and 7laptops which are updated 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 the college.

4. The college also has a well equipped Computer Centre which are used by the students for lab-based classes as well as faculty members for teach learning and Research work.

5. Online admission has been introduced from 2015; Online submission of marks and result declaration and generation of mark sheet has been subsequently introduced.

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

4.3.2 - Number of Computers

126

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

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)

4.12

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

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

Asansol Girls' College ensures the availability of latest equipment and upto date infrastructure for the overall benefit of the students. There are dedicated committees and a provision for budget for the maintenance and upkeep of different facilities. The policy of the Institution is sustainable expansion through creation and enhancement of existing infrastructure.

The college has a clear IT Policy of providing internet and intranet through LAN Wi-Fi to the students and staff.

For this purpose the Institution

1. Submits plans and proposals from time to time to the Authority for approval and financial sanction.

2. Mobilizes funds from other sources such as the UGC, CSR etc. for academic growth and RUSA Phases 1&2, for setting up new labs and improving infrastructure.

3. State Grants are normally utilized for maintaining all Laboratories, if any.

The Institutional Policy entails ensuring the over-all well-being of it pupils. Thus,

1. An additional Two Storied Building is under construction to solve the problem of shortage of class room .

2. For barrier-free movement, one lifts have been installed.

3. Ramps, specially designed toilets, have been installed for specially abled students and staff.

4. CCTV installed at multiple points in the College .

5. The college campus is sanitized regularly 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

1062

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
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)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above
File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
368	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
368	
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)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above

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

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

7

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

179

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

15

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.

4

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

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

The formation of the student council has been stopped following an order from the state government. So officially the institution can not accommodate student representatives into the different administrative and academic bodies. However, with a view to introducing a democratic process in running the institution and ensuring student participation, the college has accommodated the students in different academic and administrative bodies of the college viz. the hostel committee, sports committee, cultural committee, anti-ragging committee, seminar committee, etc. Through these committees, students contribute to creating a systematic well organized academic environment in the institution. The college also started a certificate course on Arts and Crafts, Tailoring, and embroidery to encourage student to become economically independent. Besides the college also organized webinars during the COVID-19 period to make students aware of career opportunities in higher education. The institute also encourages its students and staff to do their duties maintaining COVID-19 protocol and proper social distancing both at work place and outside.

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

6

File Description	Documents
Report of the event	View File
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)	View File

5.4 - Alumni Engagement

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

During this period The Asansol Gilrs' College Alumni financially helped needy students- Sweta Chatterjee in her final year and Khushi Chauhan of Philosophy honours. Smt. Piyali Ganguly donated handsomely to two students of 2nd semester, Philosophy honours, Suchitra and Sumitra to pursue their studies unhampered. The Alumni also organized 'Prabin Baran' and felicitated 17 students of the institution who passed out between 1963-1975 on 16/07/2022.

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 seen infusion 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.

The Teachers' Council comprising all the teachers of the College

executes important role in matters pertaining to various fields related to students, faculty and general college improvement through 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. The Teachers' Council with the help of all faculty members is hence instrumental in the smooth functioning of the institute and even during the pandemic, under its effective guidance, all academic, financial and administrative works could be carried on smoothly.

The Governing body comprising the teaching and non teaching representatives along with the Govt. nominee (university/higher education) take important decisions based on the recommendation of the IQAC and helps the teachers' council in smooth functioning.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In keeping with the vision and mission of the college in championing holistic education and achieving academic excellence the college has tried to come up with a strategic plan to realise its aim.

Our previous session's plan involved in maximum utilization of online platforms . Many departments last year applied the principle of flip classrooms online also, whereby the study materials were uploaded on platforms like google classrooms and the college website before they were open for discussions in the live online classes.As the college slowly shifted to offline mode of teaching the institute in order to facilitate maximum participation of students in learning set the following goals:

1. Fostering experiential learning through ICT
2. Facilitating innovative teaching-learning methods

3. Arranging workshops and lectures by subject experts.

4. Making them job ready and keeping them well informed about the job prospects pertaining to their specific fields.

This plan has been implemented as highlighted below;

1. Maximum use of ICT by faculty members

2. Innovative learning methods such as preparing short research projects

3. Organising students' seminar.

4. One Day Guest Lecture & Workshop was arranged by the department of Political Science.

5. Webinar on different job opportunities after Graduation in public sector and procedure for preparation organized by the library

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	View File

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

The administration of Asansol Girls' College is a collective effort of the Vice Principal, 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 staffs. They are Students' Grievance Redressal Cell, Anti Ragging, 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, alumni.

The college authority (GB) issues appointment letter to the teachers on recommendation from the College Service Commission (CSC). The incumbents join the relevant posts by furnishing joining letters on the basis of the said appointment letters. The Governing Body approves their appointments and confirms their services after completion of at least one year of satisfactory service.

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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Welfare meaasures for teaching staff:

- 1) Seminar for West Bengal Health Scheme
- 2) Retirement benefit by e-pension portal of West Bengal Government
- 3) Leave Committee maintains leave reprot and Service Book Committee forservice books of staff
- 4) Leave encashment to the retired staff
- 5) Festival advance during Durga Puja and Id ul Fitr
- 6) Vaccination progarm for COVID 19

Welfare meaasures for Non-teaching staff:

- 1) Awareness program for Sasthya Sathi Scheme
- 2) Retirement benefit by e-pension portal of West Bengal Government
- 3) Leave Committee maintains leave reprot and Service Book Committee for service books of staff
- 4) Leave encashment to the retired staff
- 5) Festival advance during Durga Puja and Id ul Fitr
- 6) Vaccination progarm for COVID 19

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

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

17

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

Appraisal for teaching staff and librarians are done following the CAS procedure of the West Bengal government.

Performance Appraisal System is maintained by the IQAC of the institution. Teachers submit filled in proforma as prescribed by the Higher Education Department for promotion (CAS) . It is thoroughly verified by the IQAC 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.

The Governing Body will take final decision for promotion of teaching and non-teaching staff.

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

6.4 - Financial Management and Resource Mobilization

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

Internal and external audits are regularly conducted to make optimum use of financial resources. According to the norms of the Finance department of Govt. of West Bengal annual accounts are prepared every fiscal year at the end of 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 accounts are 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.

Relevant rectifications are made, if necessary, following the procedural recommendations suggested by the Auditor.

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:

- * Funds are generated through fees collection from the students.
- * Grants in aid for salaries of the staff are received from the Govt. West Bengal.

Strategies for optimal utilization of resources:

- * Expenditure for maintaining and augmenting Academic and physical infrastructure has been done from college funds.
- * Salaries are disbursed through the HRMS portal.
- * Funds collected from students under different heads, like sports, cultural, Saraswati Puja etc. are optimally utilized according to the requirements.
- * Financial help is provided to the needy students for the payment of their tuition fees from the Student Aid Fund.

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 through the session 2021-2022 different types of co-curricular activities like National and International seminars, webinars were arranged by AsansolGirls' 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

There is no doubt that achievements of any educational institution depends on its students. Besides the conventional methods of teaching, our teacher always encouraged students to take up various cocurricular activities. Though the year 2021-22 was challenging as gradual transition was made physical classrooms, still the earnest endeavours of the institution supported by a dedicated body of teachers kept them involved in various activities. They worked earnestly to design a teaching plan and also execute it properly to ensure that the CBCS syllabus is rightly addressed. There have been extensive use of ICT facilities, arrangement of remedial class and ensuring of availability of electronic study material so that students reap maximum benefit out of it.

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)

C. Any 2 of the above

Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

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

As a reputable women's college, our vision rests on creating a safe space for our students and providing a gender sensitive and empowering education. The pedagogy of gender sensitization is not only limited to classrooms. We pride ourselves in having created a vibrant campus environment that allows students to think critically, question, act and develop creativity;

A. Safety and Security:

The college is dedicated to provide a safe and secure environment for all the women staff and students.

Security Guards: The college is secured 24x7 by male and female security guards who vigil all the activities happening in the campus. College also installed 25 CCTV Camera

B. Complaint Committee: As per the guidelines of UGC :

i. The Internal Complaint Committee (ICC) is formed to investigate complaints of sexual harassment from students and staffs of the college.

ii. The Students' Grievance Redressal Cell looks into the

complaints lodge by any student and redresses it as per requirement box.

3. Counselling:

i. The Women's Forum cell provides counselling to the students for any type of academic and emotional support.

ii. Different departments arrange career counselling activities through career counselling committee.

File Description	Documents
Annual gender sensitization action plan	https://agc.ac.in/index.php?page=PDF/711a_2021-22.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_2021-22.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 non-degradable solid waste. Dustbins are well placed in front of every department, meeting room, and seminar hall and also placed in several places on the college premises so that faculties and students can properly use it.

- **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 Chemistry Department takes extreme care toward the systematic disposal of hazardous chemical waste.

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:	A. Any 4 or All of the above
<ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	

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

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

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

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

C. Any 2 of the above

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

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

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.

The college has organised Annual Sports for students as well as staffs irrespective of their religious, ethnic, caste, racial, and gender identities.

The same ideals are also reflected in the college Annual Cultural Program.

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 its promises toward Article 51-A (g) of the Indian Constitution which deals with the Fundamental Duties of the citizens to protect and 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.

The college also gives importance to the constitutional ideals of encouraging scientific temper.

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

A. All of the above

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	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 staffs, students of our college planted trees in the premises of the college.

Observation of independence Day: Flag hoisting and cultural program about integrity

Netaji's Birth day celebration: Netaji Subhash Chandra Bose Jayanti, or Subhas Chandra Bose's birthday, is celebrated on 23rd January every year to remember and honour Netaji's vigour as one of the greatest freedom fighters of India.

Republic day celebration: Flag hoisting, March past and cultural program.

National Science Day Celebration: National science day is celebrated to commemorate the discovery of Raman effect by Noble laureate, physicist C.V. Raman on this day in 1928. The theme of the year 2022 is 'Integrated approach of Science and Technology for Sustainable future'. A seminar had been organized on Sir C. V. Raman and his work, the importance of science in Sustainable development.

Women's Day Celebration: International Women's Day is celebrated annually on 8 March. It offers an opportunity to reflect on progress made, to call for change and to celebrate acts of

courage and determination by ordinary women who have played an extraordinary role in the history of their countries and communities.

Annual Sports Day: College organizes its Annual Sports on 25.3.2022. Annual Social Cultural Program: College organizes its Annual Social and Cultural function on and from 30.03.2022 to 31.03.2022.

Dol Utsav (Holi Celebration) : College students actively celebrate Dol Utsav in the College premises.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice 1

1. Title: Faculty -staff exchange program with other educational institution.

2. Objectives: To ensure that the students get benefited from the knowledge and skills of the exchanged personnel. And also to encourage professional development through the stimulus of a different setting.

3. The Context: This practice is much needed to get the benefit of diverse faculty.

4. The Practice: Memorandum of understanding has been signed.

5. Evidence of success: Students of both institutions get benefitted.

6. Problems encountered and Resource Required: Although this

program is beneficial to the students as well as the faculties still it promotes financial burden to both the institution.

Best Practice 2

1. Title :Practicing conservation of energy in college premises with efficientLED lighting solutions.

2. Objective :To promote sustainable development by reducing energy consumption.

3. The Context:Less power consumption and working at low operational voltage make this lighting technology very much needed in the current scenario.

4. The Practice:LED is used inclass rooms, laboratories, office, library LED lights are extensively used.

5. Evidence of success:It is also economical for the college.

6. Problems encountered and Resources Required:In order to maintain eye safety distance is maintained between LED light source and object.

File Description	Documents
Best practices in the Institutional website	https://agc.ac.in/index.php?page=PDF/best_practices_2021_22.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 motto of the Asansol Girls' College, "Amaar mukti aaloy aaloy" is a quotation taken from a song of Kabiguru Rabindranath Tagore. The meaning of the above quotes is our emancipation in the radiance of education.

AGC remains strongly committed to addressing issues of gender in all their complexity. The college makes dedicated efforts to prepare the young women under its care to

- lead professionally successful lives enriched by the love of learning
- build personally fulfilling lives radiating integrity and strength of character
- Sustain purposeful engagement with the world with a balanced perspective
- Meet with confidence the challenges they encounter in their lives
- Flourish in different cultural milieus in an increasingly interconnected world
- Uphold the core collegial values of respect for diversity, inclusiveness, and humanism
- Emerge as leaders charged with new ideas and the capacity to make a difference.

To this end, the College provides its women students

- a stimulating active learning environment attracting young women who wish to make a difference
- highest quality liberal arts and science education through rigorous academic programs
- Culturally sensitive inclusive environment upholding core values of respect for diversity.

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

7.3.2 - Plan of action for the next academic year

It has been the objective of the college to stretch its academic excellence farther. To attain this objective, the college plans to invite distinguished faculty from more colleges to help its students to widen their horizons. MOU is being prepared with Asansol Polytechnic College. This would promote academic excellence and 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 for the students. The department of Computer Science and other departments of the college have to commence add on courses for the students in the next session to make the students of the college more efficient and adept to the digital needs of the ever changing society and also to enhance their skill as well as a wide knowledge about the society. There is also a proposal to initiate another certificate course on Yoga which would make the students healthy physically and emotionally and to embrace positive life style. Proposal of other certificate courses are also invited from other departments that would supplement their students and enable them to learn the skills necessary to prepare them for the further needs in workplace.