



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution		DARJEELING GOVERNMENT COLLEGE
• Name of the Head of the institution	DR. PROJWAL CHANDRA LAMA	
• Designation	OFFICER-IN-CHARGE	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	03542254316	
• Mobile no	9832375255	
• Registered e-mail	dgc.principal@gmail.com	
• Alternate e-mail	projlama@gmail.com	
• Address	Lebong Cart Road, Darjeeling-734101	
• City/Town	Darjeeling	
• State/UT	West Bengal	
• Pin Code	734101	
2.Institutional status		
• Affiliated /Constituent	CONSTITUENT	
• Type of Institution	Co-education	
• Location	Semi-Urban	

• Financial Status	UGC 2f and 12(B)												
• Name of the Affiliating University	University of North Bengal												
• Name of the IQAC Coordinator	DR. SHERAP BHUTIA												
• Phone No.	9531560277												
• Alternate phone No.	03542254316												
• Mobile	9339607601												
• IQAC e-mail address	iqacdgc1948@gmail.com												
• Alternate Email address	dgc.principal@gmail.com												
3.Website address (Web link of the AQAR (Previous Academic Year))	http://darjeelinggovernmentcollege.com/userfiles/file/AQAR_2020-21_FINAL.pdf												
4.Whether Academic Calendar prepared during the year?	Yes												
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.darjeelinggovernmentcollege.com/userfiles/file/academic-calander-2021-2022.pdf												
5.Accreditation Details													
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B</td> <td>2.13</td> <td>2018</td> <td>26/09/2018</td> <td>25/09/2023</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B	2.13	2018	26/09/2018	25/09/2023
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to								
Cycle 1	B	2.13	2018	26/09/2018	25/09/2023								
6.Date of Establishment of IQAC	20/09/2013												
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,													
<table border="1"> <thead> <tr> <th>Institutional/Department /Faculty</th> <th>Scheme</th> <th>Funding Agency</th> <th>Year of award with duration</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>na</td> <td>Nil</td> <td>Nil</td> <td>Nil</td> <td>Nil</td> </tr> </tbody> </table>		Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	na	Nil	Nil	Nil	Nil		
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount									
na	Nil	Nil	Nil	Nil									
8.Whether composition of IQAC as per latest NAAC guidelines	Yes												
• Upload latest notification of formation of IQAC	View File												

9.No. of IQAC meetings held during the year	05	
<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? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1. Continuous student evaluation through online unit tests. 2. With reference to the G.O. with Memo No.-753/XII-ISS/2M-22/2020 dated 29/10/2021 which stated that schools (IX-XII), colleges, and universities would reopen with effect from 16/11/2021 following the Standard Operating Procedure (SOP) issued by School Education and Higher Education Department, the IQAC Committee chalked out a new routine following even-odd formula which ensures less crowd and less mixing of students with each other to avoid any health hazards due to the covid. Other safety measures were taken like a mask-mandatory rule, supplying each department with masks, sanitizers, and handwash. 3. 16 faculty members completed their CAS Screening successfully.</p>		
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>Discussion to convene University Examination in an online mode as per the guidelines of the University. Both UG & PG examinations were successfully organized in an online mode as per the University guidelines. University Examination of both the (1+1+1) system and the new CBCS system convened</p>	<p>Discussion to convene University Examination in an online mode as per the guidelines of the University. Both UG & PG examinations were successfully organized in an online mode as per the University guidelines. University Examination of both the (1+1+1) system and the new CBCS system convened</p>	

successfully.	successfully.
<p>Proposal to conduct a Faculty Induction Programme on the online Admission process. Faculty Induction Programme on the online Admission process was successfully conducted on 12.09.2021 at 5.00 P.M. on Google Meet.</p>	<p>Faculty Induction Programme on the online Admission process was successfully conducted on 12.09.2021 at 5.00 P.M. on Google Meet.</p>
<p>Discussion of the reopening of colleges with reference to the G.O. with Memo No.-753/XII-ISS/2M-22/2020 dated 29/10/2021. According to this G.O. schools (IX-XII), colleges, and universities would reopen with effect from 16/11/2021 following the Standard Operating Procedure (SOP) issued by School Education and Higher Education Department.</p>	<p>Discussion of the reopening of colleges with reference to the G.O. with Memo No.-753/XII-ISS/2M-22/2020 dated 29/10/2021. According to this G.O. schools (IX-XII), colleges, and universities would reopen with effect from 16/11/2021 following the Standard Operating Procedure (SOP) issued by School Education and Higher Education Department. As Darjeeling Government College is home to the largest number of students in the Hills, a new routine which ensures less crowd, and less mixing of students with each other to avoid any health hazards due to the covid was framed following even-odd formula. Students should not be allowed to enter the college gate without a proper mask. Anyone who is seen inside the class without masks should be immediately sent out. The Heads were instructed to keep a box of masks, sanitizer, and handwash in the Department. Any student complaining of fever, cough, or cold should be instructed to stay at home, or if in any case, they arrive in college, they should be immediately sent back home. The sweepers and cleaning staff</p>

	should be properly instructed to keep the college and toilets clean. The guards should also be careful not to let the students form groups and gatherings. Any such gatherings inside the campus should be strictly prohibited.
Proposal to conduct CAS screening on college reopening for all the faculty members whose CAS had fallen during the pandemic period. A total of 16 faculty members from various departments appeared for the CAS screening.	A total of 16 faculty members from various departments appeared for the CAS screening.
Proposal to nominate a new IQAC Coordinator as Dr. Willie Henry wished to step down from his position as IQAC Coordinator.	Dr. Sherap Bhutia, Associate Professor of the Geography Department was nominated and unanimously selected as the new IQAC Coordinator.
Proposal to coopt new members in the IQAC Committee.	1. Shri C.P. Rai, Secretary of the Darjeeling Municipality and Alumni was nominated as a new External Member. 2. Dr. Padam Nepal, Associate Professor in the Department of Sociology, St. Joesph's College, Darjeeling was nominated as a new External Member. 3. Prof. Amarjit Tamang was co-opted in place of Dr. Dipti Tamang in her absence.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing body	13/03/2023
14. Whether institutional data submitted to AISHE	

Year	Date of Submission
2022	24/12/2022

15. Multidisciplinary / interdisciplinary

The college/institution focuses on holistic and multidisciplinary education which will develop all capacities of human beings- intellectual, aesthetic, social, physical, emotional, and moral in an integrated manner. This type of multidisciplinary and interdisciplinary program shall be in the long term the approach of all undergraduate and post-graduate programs. The Institution in its preparedness for NEP plans to focus more on departments like Languages, Literature, Music, Philosophy, Art, Cultural and social activities, Mathematics, Statistics, Pure and Applied Science, ICT-based learning, Sports, Translation and Interpretation, and other such subjects needed for a multidisciplinary, stimulating to holistic grooming of a student. The Institution plans to form a 'light but tight' regulatory system which will help to move towards a multidisciplinary concept of education. Finally, students will be given opportunities for an internship with local industries, businesses, craftspeople, etc, so that they may actively engage with the practical side of their learning and finally improve their employability.

16. Academic bank of credits (ABC):

NA

17. Skill development:

Darjeeling Government College concentrates on skill enhancements that facilitate and empower students to acquire expertise and competence. The institution facilitates Skill Development training programs for UG and PG students under the guidance of the Career Counseling Cell. NSS and NCC as well as clubs like Photography Club, Literary Society, Music, Art, and Computer Application Training program operate for the holistic development of the students. Each and every department of this institution ensures that students enhance their creativity as well as provides value education to students to inculcate in them ethical values.

During this period the college could not conduct offline programs but was able to impart training through NIELIT National Institute of Electronics & Information Technology where online training was given on computers, soft skills, web design, graphic design, etc.

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

using online course)

The integration of the Indian Knowledge System in our courses is an important step in preserving the cultural and linguistic diversity of India. The School of Languages and Literature at Darjeeling Government College is one of the most reputed ones. Courses like LCC and AECC in the syllabus have given opportunities to students to take up Indian Languages. Darjeeling Government College boasts of contributing to the literary fields, especially Nepali Literature. Faculty members are also encouraged to usurp Indian languages to benefit the students.

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

The institution ensures that the academic standards are maintained as well as prepares the students to appear for competitive examinations of the state, center as well as private sectors. Focussing on outcome-based Education, the Institution monitors continual quality improvement by maintaining academic standards in all spheres. The Institute caters towards fulfilling the requirement of the curriculum. Issues in teaching and learning are taken care of like continuous formative assessment and mapping the curriculum and updating regularly to align with the latest knowledge requirements and to meet specified learning outcomes so that by the end of the educational experience, each student should achieve the goal. The faculty members are directed to offer motivational classes for the holistic development of the students. Many students have been successful in clearing these exams and have also got placements in different companies.

20.Distance education/online education:

Darjeeling Government College does not offer distance education directly, but there is a study centre of IGNOU in our college. This has been a great boon for many students who wish to continue their education while living in the area. The centre has been a great success, with a good number of students enrolled in various courses. The centre has also provided a platform for students to interact with each other and form meaningful connections. with the help of this centre, students can now access quality education without leaving their homes. This has been a great achievement for our college and a great contribution to the hill area.

As far as online education is concerned, during the covid-19 lockdown, we have to move our classes online. This has been a difficult transition, but it has allowed our students to continue their education without interruption. Online education has provided students the tools and resources to stay on track with their

studies, while also providing a safe and flexible learning environment. The move to online education has also enabled us to reach more students and provide them with more personalised learning experiences. While online education has its challenges, it has been a valuable resource for students during the Covid-19 lockdown.

Our IQAC had made a comprehensive set of recommendations in the Governing body for promoting online education in the recent case of epidemics in order to ensure preparedness whenever and where ever possible. A dedicated unit for this purpose has been encouraged and developed.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	22
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File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	3250
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File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1007
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File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	678
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File Description	Documents
Data Template	View File

3.Academic

3.1	109
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	124
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	50
Total number of Classrooms and Seminar halls	

4.2	5281380
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	94
Total number of computers on campus for academic purposes	

Part B**CURRICULAR ASPECTS****1.1 - Curricular Planning and Implementation**

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

Darjeeling Government College has several departments out of which English, Nepali, Botany, and Zoology run Post Graduate Program. Both the PG and UG programs follow a semester system. The College follows the curriculum as approved by the University of North Bengal and to ensure effective curriculum delivery the following processes

are followed religiously: Lesson Planning: Entire curriculum delivery is planned on a semester basis. The semester plan is further divided into monthly planning and monthly planning is again subdivided into weekly planning. Teaching/Learning Activities (Methodologies): Active lectures, demonstrations, practical classes, interaction, group discussions, visual aids, PowerPoint presentations, etc. are some of the methods used here and teaching aids are prepared as per the methodologies used. Regarding online classes in 2021-2022, one committee was formed for discussing the approach and procedure to look after the methods of conducting online classes and evaluation. Prof. Prajjawal Pradhan (H.O.D., Commerce Department) was the convenor of the committee. Online classes were conducted through the video conferencing app Google Meet, and Microsoft Teams. Department of Mathematics opted for the procedure of uploading pre-recorded lectures on the Youtube channel created by the dept. named DGC MATH. Assignments for the students had been uploaded in Google Classroom.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	chrome-extension://efaidnbmnnnibpcajpcglclef indmkaj/http://www.darjeelinggovernmentcollege.com/userfiles/file/program-outcome-of-various-departments.pdf

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

Darjeeling Government College, Darjeeling is affiliated with the University of North Bengal. The Academic Calendar Committee of the College consults with the HoDs regarding their programs for the forthcoming two semesters and prepares the calendar before the commencement of the semester. This is discussed and passed in the meeting of the Teachers Council, after due consultation with the IQAC and Principal. The calendar outlines the internal examination schedule to be followed by all Departments including the dates available to the students as 'Study Leave'. This process enables the Departments to avoid any clashes between or among different subject combinations available as per the CBCS. As per the teaching plans which are discussed and passed at the Departmental meetings, each teacher schedules and conducts their own Internal Evaluation.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.darjeelinggovernmentcollege.com/notice.php

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

22

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

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

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

2

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

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

1399

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

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

Darjeeling Government College's curriculum effectively integrates cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics and leads to a strong value-based holistic development of students. Various activities are organized throughout the year as part of the curriculum that helps in this endeavour.

1. Gender Sensitivity: Gender-related courses are an integral component of various programmes. Students are sensitized and encouraged to work towards gender equity from a cross-cultural perspective. Free counselling services are provided through a Counselling Cell. 2. Environment and Sustainability: A compulsory core course on Environment studies is included in all UG programmes. Environment awareness camps, seminars, workshops, guest lectures, industry visits and field excursions are organized. Environment Day, Earth Day and Water Day are annually celebrated. Darjeeling

Government College accords great importance to research in inter-disciplinary areas focused on renewable energy, environmental pollution, agriculture, education and healthcare. 3. Human values are included in the UG course of Philosophy as part of ethics, peace education and value education. Environment/sustainability is addressed in core, SEC and GE courses in Botany, Geography, Zoology, Economics, Physics, and Chemistry.

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

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

5

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

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

107

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	http://www.darjeelinggovernmentcollege.com/userfiles/file/sss_2021-2022.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.darjeelinggovernmentcollege.com/userfiles/file/sss_2021-2022.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

1453

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

646

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

2.2 - Catering to Student Diversity

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

The college undertakes online 'Profile Mapping' of students after admission. Their academic, social, and intellectual background are mapped and assessed. The competence levels of students are evaluated on the basis of their academic performances in examinations as well as their communication in class. It is a continuous and steady process that our teachers go through every year. The students identified as advanced learners are provided access to advanced e-books and e-resources from NLIST on the recommendation of departmental faculty. They are encouraged to make online presentations in students' seminars and participate in relevant seminars and workshops. The library is well stocked with books on career guidance and preparation for entrance and competitive examinations. Departmental faculty encourages advanced learners to access those books.

Mentor-mentee interaction enables identifying the causes of their problems and caters to their needs. Academic problems are discussed in online and offline classes and suggestions are made after evaluating internal assessments. Specific library and laboratory assignments are given to slow learners by some of our departments so as to gain in-depth knowledge and inculcate problem-solving ability. Complimentary books are shared by departmental faculty among slow

learners

File Description	Documents
Paste link for additional information	http://www.darjeelinggovernmentcollege.com/userfiles/file/special-programmes-for-advanced-learners-and-slow-learners.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
3250	109

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

Darjeeling Government College adopts various methods to enhance its learning experiences. Some of the endeavours undertaken are: Students of language departments actively participate in several cultural programmes (e.g. Birth and death anniversary of great poets) viewed through links shared on the college website. Students are encouraged to contribute to students' magazines to hone and showcase their writing skills. Students regularly participate in various co-curricular and outreach programmes like the distribution of ration and sanitiser amongst underprivileged community during natural disasters. Students are encouraged to enrol in certificate courses introduced by the college on Computer Applications, Web designing, Banking, Finance and Insurance.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://www.darjeelinggovernmentcollege.com/userfiles/file/methods_for_enhanced_learning_experiences.pdf

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

The College has a Wi-Fi Enabled campus. The college has ICT-enabled Classrooms having Laptops and Projectors which help in the e-learning process and smartboards using IRIS software. The college has well-equipped Computer Laboratories in Physics, Mathematics, and well-equipped science laboratories. Software like Origin, Python, GNU Plot, C, C++, JAVA SDK, DEV C++, UNIX (UBUNTU), WAMPP, XAMPP, PYCHARM, MS Excel, SCI LAB, ORIGIN, are used by different departments. Students are encouraged to prepare presentations, assignments, projects, and field reports using MS Word, MS Powerpoint, MS Excel, and other ICT tools. Teachers have been taking lectures online on Cisco Webex and Google Meet during the pandemic through Darjeeling Government College Live Digital Classroom, uploaded video lectures and practical lessons on the Darjeeling Government College channel of YouTube, and share reading materials. Teachers also use the HRMS portal routinely to record the keeping of daily academic and administrative work and leave requests in online mode through Online Teachers' E-diary.

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

109

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

2.4 - Teacher Profile and Quality

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

109

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

45

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**

1011

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

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode.

Write description within 200 words.

Darjeeling Government College strives to ensure transparent and fair internal assessment. Under the University CBCS system (w.e.f. 2018), 35% of marks are awarded through internal evaluation for non-practical based subjects, out of which, 10% marks are allotted for attendance, 10% for internal assessment exam (IA) and 15% is allotted for tutorial examination. For practical-based subjects, apart from marks allotted for attendance (10%) and Internal Assessment (10%), 30% of marks are allotted for practical examination. Under the direction of the UG Board of Studies, some subjects had specially designed online practical project-oriented practical assignments for evaluation during a pandemic. Under the direction PG Board of Studies, during 2021-22 internal assessment was done by PG departmental teachers including guiding students to make online presentations. Some departments also arranged class tests for evaluating the students' progress via google forms. Due to the pandemic situation, face-to-face internal assessments or class tests could not be held except odd semester (Semester 2) from November-December 2022. However, the entire examination system was switched to online mode via Darjeeling Government College Examination Portal where question papers for internal, final theory, and practical papers were uploaded, answer scripts submitted by students, acknowledgment of submission received, scripts downloaded and evaluated by teachers within the stipulated time.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.darjeelinggovernmentcollege.com/userfiles/file/mechanism_of_internal_assessment.pdf

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

The college has separate Examination Committees for each of the six semesters, which are entrusted with conducting the internal and university examinations and ensuring redressal of any exam-related grievances. The answer scripts of internal class tests and assignments are shared with students, and in case corrections in the total of marks or assessment of answers are identified by students, are immediately addressed by the faculty members. The attendance record, which is part of the internal examination, is notified to students on a monthly basis. Adequate concession is given in

attendance of students on medical grounds and for participation in extracurricular activities. If a student is not able to appear for examination due to medical reasons, the internal examination is conducted for that student as per norms, provided that he/she submits an application with proper documents. In the case of university-level end-semester examinations, any grievance of students is communicated by the college to the University authority. If a student is dissatisfied with his/her marks, he/she can apply for a review of his/her answer script as and when required by the University after paying the prescribed fee. The University provides the photocopy of answer sheets to students against the Right to Information Act.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.darjeelinggovernmentcollege.com/userfiles/file/exam_related_grieviances_dealing_mechanism.pdf

2.6 - Student Performance and Learning Outcomes

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

Darjeeling Government College offers 22 programmes in UG and PG. There are 18 undergraduate programmes and 4 postgraduate programmes. The college explicitly states all the programme and course outcomes and displays them on the college website. The curriculum of all the programmes is framed by the University of North Bengal.

The outline of the program outcomes is mentioned in the Orientation Programme for the newly admitted students on the day of the commencement of an academic session.

The students are encouraged to ask questions and are imbued in critical thinking so as to enable them to understand and analyse contemporary societal, environmental and cultural problems. We continuously try to enhance their communication skills to allow them to exchange thoughts and information effectively.

Students are encouraged to work in teams so that their group participation in various departmental, cultural and extension activities can develop leadership qualities in them. In this process, they also learn to embrace plurality, respect others'

views, and mediate disagreements, while maintaining professional and life ethics.

Students are made aware to be responsible towards maintaining sustainability in our environment and natural resources so as not to jeopardise the resources available to future generations.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.darjeelinggovernmentcollege.com/userfiles/file/program-outcome-of-various-departments.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.

In adherence to the stipulations of the University of North Bengal, apart from the end-semester examinations, Darjeeling Government College conducts an internal examination consisting of attendance, internal assessment (IA), and tutorial examination (for non-practical based subjects)/Practical examination (for practical based subjects).

In addition, Darjeeling Government College also conducts continuous internal evaluation through discussions, class tests, and project-based assignments, which helps update the course outcomes and provides opportunities for students to improve.

Practical examinations and viva-voce/group discussion in several curricula enable the evaluation of the learning outcomes more objectively.

Academically weak students are identified, and departments arrange remedial classes for them whereas students who receive the highest marks in the University examination are awarded, motivating others to perform well.

Indirect ways to evaluate course outcomes:

The learning outcomes of students are ascertained by their progression to higher education and placements, Enrolment in a Master's degree (M.A/MSc., MCA, MBA) after completion of their

graduation; enrolment for Ph. D program or as Project Assistant.

Success in NET, GATE, GRE, IELTS, and other competitive examinations conducted by State or Central government. The Placement Cell arranges for campus recruitments.

Successful completion of internships and off-campus placements testify to their learning outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.darjeelinggovernmentcollege.com/userfiles/file/attainment_of_programme_outcomes.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

698

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://www.darjeelinggovernmentcollege.com/userfiles/file/annual-reports/college_annual_report_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)

http://www.darjeelinggovernmentcollege.com/userfiles/file/sss_2021-2022.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)	
2,51,500	
File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File
3.1.2 - Number of teachers recognized as research guides (latest completed academic year)	
3.1.2.1 - Number of teachers recognized as research guides	
00	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year	
3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year	
251500	

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	NA

3.2 - Innovation Ecosystem

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

The Darjeeling Government College provides an active environment for the promotion of Innovation and Incubation. All required facilities are provided and Guidance is extended to the students. The institute frequently arranges awareness programs, workshops, seminars, and guest lectures on academics and career counseling programs. In this academic year, our college had taken an important decision to enhance the skills development and job orientation of the students to sign up a Memorandum of understanding (MOU) with internationally reputed organizations like Eastern Bajaj Finserv Limited. Student-centric activities are given below:

- **Field Study/Excursion:** A field study is a general method for collecting data about users, user needs, and product requirements that involves observation and interviewing.
- **MOU:** A large cohort of students (selected by the DGC) will be engaged and trained on topics including Life and Career Skills, Information, Media and Technology Skills, etc.
- **Student Seminars:** The Student seminars are organized where the papers are presented by students on contemporary topics to enrich their learning experience.
- **Summer Internship Program:** The NSS Swachh Bharat Summer Internship is organized for NSS students.
- **Project methods:** The project work stimulates students' interest in the subject.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.darjeelinggovernmentcollege.com/userfiles/file/ecosystem_for_innovative.pdf

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

02

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

3.3 - Research Publications and Awards

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

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

00

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

10

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

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

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

05

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

3.4 - Extension Activities

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

- NSS, Darjeeling Govt. College (DGC) organized a hiking cum plastic waste collection at and around Tiger Hill, Sanchel Temple area on 11.12.2021.
- On the occasion of International Women's' Day 25 volunteers visited Siksha Sangh H.S. School, Ging, Lebong, and made awareness among students and teachers on topics like Menstrual Health and Hygiene, Good touch and bad touch, etc. on 08.03.2022
- NSS, DGC organized an Interactive Session with Zero Waste Himalaya and Nat Geo Peer Educators on 10.03.2022. Around 60 volunteers attended and interacted with the peer educators
- Our NSS Volunteers collected donations from students and staff of DGC for financial help to a patient student.
- NSS, DGC observed Himalayan Cleanup in the campus on 27.05.2022. In this event, 35 volunteers collected waste from the parking lot opposite the college campus and did waste auditing.
- NSS and DGC observed World Menstrual Health and Hygiene Week and unveiled the results of a "Social Experiment" conducted

within and outside the college on 01.06.2022.

- Our NSS volunteers organized a Blood Donation Camp at Darjeeling Government College with teaching staff and students from various departments donated blood (196 Units of blood collected)

File Description	Documents
Paste link for additional information	http://www.darjeelinggovernmentcollege.com/userfiles/file/annual-reports/college_annual_report_2021-22.pdf
Upload any additional information	View File

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

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

07

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

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

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

16

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

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

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

868

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

3.5 - Collaboration

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

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

00

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

01

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

The institute offers 17 Undergraduate programs and 4 Postgraduate programs, i.e. Botany, Zoology, Nepali, and English. The institute holds the student strength in academic session 2022-23 with 3039. The classes of Arts and Science streams are held in the morning session, while the Commerce begins in the day session to ensure the adequacy of classrooms.

There are 50 classrooms in total, of which three 3 are with Information and communication technology (ICT) facilities, that includes the Department of Zoology, Botany, and English. Further, the institute has 4 Seminar Halls, out of which one 1 is with ICT enabled Late Lalita Rai Ahmed Central Seminar Hall, and 3 are without ICT. There are a total of 24 laboratories that are well equipped, among which 6 are physics labs, 7 in Botany, 3 in Chemistry, 5 in Zoology, 2 in Microbiology, and 1 in Geography. The institute has 60computers available for academic purposes, out of which 30 are in working condition. All departments have the facilities of computers and printers which are used for official as well as for academic purposes. The central library has a collection of 89456 and all departments have their seminar library

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.darjeelinggovernmentcollege.com/infrastructure.php

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

The institute organizes cultural programs, which are supervised by the committee. The students are also encouraged to participate in different activities. However the institute does not have Cultural activity center, but for events Auditorium space is used for the same purpose.

The institute has games and sports facilities as well as a committee for the same to organize sports activities systematically. Further, the institute has one playground which is used for multipurpose activities, and also has a Gymnasium space which holds an area of 50'x20'= 1000 sq. ft, and the space can be used by approximately 145 students, established in the year 2016. The Gymnasium center is used by both female and male students at different timing. Annual sports are also organized every year by the college. The institute has two NCC and NSS units each, which are engaged in organizing activities of the college. The NSS students are actively participating in various activities like blood donation camps, awareness programs, etc. Such unit activities provide students with discipline and morals. However, the institute does not have adequate space for sports and games. Yoga Day is celebrated and actively participated by the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.darjeelinggovernmentcollege.com/userfiles/file/infrastructure and physical facilities.pdf

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

17

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.darjeelinggovernmentcollege.com/userfiles/file/ict_enabled_tools.pdf
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)

5281380

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

4.2 - Library as a Learning Resource

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

The institute does have a library, which covers an area of 100'x35' and further, it has a two-storied and is expanded into two blocks. The infrastructure is in a state of development. The library does not use Integrated Library Management System, however, the college has decided to use ILMS software, and the software which the college is going apply for is KOHA, which will also implement DSpace for the institutional repository. As of now, there is no detail of Automation, version, and year of automation.

In current year upgradation of Central Library has been done.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://www.darjeelinggovernmentcollege.com/library.php

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

E. None of the above

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

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

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

00

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

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

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

100

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

4.3 - IT Infrastructure

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

The institute has one broadband connection running at the office of the principal with 50-30 MBPS with the scheme of monthly unlimited data. The broadband connection that is used in the institute is Broadband. The broadband connection is Wi/Fi enabled in the office and office of the principal. All the departments are equipped with computers and printers. Further, some of the departments are equipped with LCD projector facilities. The regular maintenance and upgradation of computers and related accessories is done by the local vendor as and when required. The website of the institute is regularly updated to provide necessary notification of the admission, examination events, feedback, etc in regard to this, the institute has formed a committee known as the College website maintenance committee for the smooth functioning of the college website.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.darjeelinggovernmentcollege.com/userfiles/file/it_facilities_in_the_college.pdf

4.3.2 - Number of Computers

94

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

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

5281380

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

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

The department heads of the institute and the concerned committees applies with the proper justification and budget to the Principal for the purchase and maintenance of the academic facilities like computers, laboratory equipment, books, contingencies, conducting seminars, etc. Further, the requisition will be approved by the principal and forwarded to the purchase committee to ensure the purchases are in accordance with the Government guidelines. The library committee headed by the convener/Librarian proposes the purchase and maintenance of the library resources which is also approved by the principal in consultation with the Heads of Departments. The library is open access for everyone in the college; however, there are certain rules and regulations to be followed by the readers so that library can keep the smooth functioning of the resources. Further library staff are instructed in handling of library register as well as filing the documents. For the progress of the library, the committee holds meetings as well. The college

has a seminar library which is looked after by the departments are also enabled to access. The college has a vision to create an archive within the library. Since the institute comes under the state Government, the construction, and maintenance-related works of all buildings, electrical appliances, and other physical infrastructure are done by the P.W.D Government of West Bengal.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.darjeelinggovernmentcollege.com/committees.php

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

889

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

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

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

18

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

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

A. All of the above

File Description	Documents
Link to Institutional website	http://www.darjeelinggovernmentcollege.com/userfiles/file/NOTICE.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

56

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

56

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

5.1.5 - The Institution has a transparent

A. All of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

06

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

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

5.2.2.1 - Number of outgoing student progression to higher education

47

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

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

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

02

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

5.3 - Student Participation and Activities

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

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

20

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

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

Darjeeling Government College does not have any student council.

File Description	Documents
Paste link for additional information	NA
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

32

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

5.4 - Alumni Engagement

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

The first part of 2021 was in lockdown, after opening the college in November 2021, the association arranged a meeting in next year March 2022. It was a reunion meeting of all the members after the pandemic followed by the lockdown. The President of the Association, Prof. Rujas Yonle gave the introductory speech.

Members of the alumni association were invited to the Annual Sports Meet 2022 of Darjeeling Govt. College held on 5th-7th May 2022. The members also participated in different sports events.

File Description	Documents
Paste link for additional information	http://www.darjeelinggovernmentcollege.com/alumni.php
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution support and sustain the path of progress for a social and backward section of society and also for women by liberating their shackled existence and by illuminating their future with the help of higher education. The college encourages students to enrolment from weaker sections even beyond the reservation limit. To make this vision a success, the institution formed various sub-committees for carrying out different curriculum activities. Timely Teacher-Council meetings were held to discuss various activities and curricula. During this academic period, by maintaining appropriate and necessary COVID protocol, two TCS meetings were held in the college to discuss various important agenda of the college on 30th November 2021 and 14th December 2021.

File Description	Documents
Paste link for additional information	http://www.darjeelinggovernmentcollege.com/about-the-college.php
Upload any additional information	View File

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

There is the formation of a Teacher Council in the college. The Officer-in-Charge of the college is the President of this academic body, followed by the Teacher Council Secretary (TCS). All teaching faculty are members of it. This academic body operates through the formation of various sub-committees for carrying out different activities in the institution. At the beginning of every academic calendar, a Teacher-Council meeting is held to discuss various activities and curricula. Thereafter, a timely meeting is held to discuss the performance and matters arising. These committees included Academic Calender and Routine Committee, U.G. Admission Committee, P.G. Admission Committee, Games & Sports Committee, Seminar & Workshop Committee, etc.

File Description	Documents
Paste link for additional information	http://www.darjeelinggovernmentcollege.com/userfiles/file/sub-committee/tc-sub-committee-2021-2022.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has conducted the meeting for re-opening of college as per the Department of Higher Education Order No. 1058-Edn(CS)10m-32/2021 dated 28/10/2021. Accordingly strategic plans were undertaken for safely conducting of classes both online and offline.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.darjeelinggovernmentcollege.com/userfiles/file/Notice_for_reopening.pdf
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 the institution runs as per the rules and regulation laid down by the Higher Education Department, Government of West Bengal and functions through the two heads: The Principal Secretary and the Director of Public Instruction, Education Directorate. The officer-in-Charge is the administrative, academic and financial head of the institution. The institution functioning can be broadly categorised under two heads: Academic and Administrative. The different academic activities of the college are categorised into five different section, namely, i. Department Section, of which Head of seventeen UG departments are responsible to look after day-to-day departmental activities and report to the Office of the Principal,

ii. IQAC Section,

iii. Teacher Council,

iv. Student Council, and

v. Library Section.

The administrative activities are again categorised into five different heads, namely,

i. Administrative Committee,

ii. Establishment Section,

iii. Account Section,

iv. Cash Section, and

v. University Section

The Officer-in-Charge is the active member in deciding the policy and action plan and gives the instruction as the order provided by the Higher Education Department, Government of West Bengal. The recruitment and appointment of the college teaching and non-teaching faculty members are done through the Public Service Commission, the Government of West Bengal.

File Description	Documents
Paste link for additional information	http://www.darjeelinggovernmentcollege.com/committees.php
Link to Organogram of the institution webpage	http://www.darjeelinggovernmentcollege.com/administration.php
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare measures for both teaching and non-teaching staff. These welfare measures were initiated and approved by the Higher Education Department, Government of West Bengal. These welfare measures includes Various Leaves as notified under West Bengal Service Rule:

- i. Earned leave for period of 30 days per year, maximum credit 300 days on full pay.
- ii. Half Pay leave for 20 days for every year on half pay.
- iii. Commuted leave twice the amount of half pay leave is debited on full pay.
- iv. Study Leave for 12 months at any one time and 24 months during service period (Outside India, Full Pay + DA, within India Pay is admissible if Scholarship/Stipend/Part time salary is not drawn.
- v. Maternity Leave only to female Govt. Employee for maximum 180 days on full pay.
- vi. Paternity Leave only to male Govt. Employee for 30 days on full pay.
- vii. Child Care Leave only to female Govt. Employee for taking care of upto two children upto 18 years of their age for maximum 730 days during entire period of service on full pay.
- viii. Casual Leave for 14 days in each calender year on full pay.
- Other than the above mentioned leave benefits, other welfare benefits include General Provident Fund (GPF), Group Insurance Scheme (GIS), Government Health Scheme. Government quarters are also provided to both teaching and non-teaching staffs of the institution as per the needs and availability of the quarters.

File Description	Documents
Paste link for additional information	http://www.darjeelinggovernmentcollege.com/facilities-for-teaching-and-non-teaching-staf.php
Upload any additional information	View File

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

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

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

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

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

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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)	View File

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

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

26

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

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

Performance Appraisal System for Teaching Staff:

The office of the Principal provide the work load format for the teachers to prepare the self-appraisal for daily academic and administrative task and duties they perform. Every teachers of the institution have to maintain these daily records of their duties. At the end of every month, each teaching staff submits their Daily Performance Report. The head of the institution thereafter prepares a consolidated report on the basis of those Daily Self-Appraisal Performance report every month and submits the same to the Higher Education Department. Apart from this, each teacher has to also submit annually a detailed Self-Appraisal Report (SAR) online through their respective HRMS Login ID. This report is being thoroughly checked and goes through three hierarchy process. At the first stage, SAR is checked by the Reporting Officer (Officer-in-Charge) and submitted to the second stage. In Stage 2, it is verified by the Reviewing Officer (DPI) and forwarded to the stage 3. In this stage, SAR is accepted by the Accepting Officer (Principal Secretary). Then, the Officer-in-Charge of the college prepares the Annual Confidential Report of teachers and sent to the Higher Authority.

Performance Appraisal System for Non-Teaching Staff:

Although there is no similar system of appraisal system for the non-teaching staff like in case of teaching members, but the performance of the non-teaching staffs are monitored, assessed and scrutinized by the head of the institution and accordingly, their Annual Confidential Report are prepared and sent to the Higher Authority.

File Description	Documents
Paste link for additional information	http://www.darjeelinggovernmentcollege.com/userfiles/file/daily appraisal report 2020-21.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Audit is conducted by the Principal Accountant General (A&E), West Bengal, Indian Audit and Account Department. It was conducted during the academic year 2019-20. After that no audit took place till date.

File Description	Documents
Paste link for additional information	http://www.darjeelinggovernmentcollege.com/annual-reports.php
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)

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

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

The institutional strategies for the mobilization of funds are approved by the Higher Education Department, GoWB. As per the optimal utilization of college resources, apart from the use of the classroom for academic teaching and learning purposes, the college infrastructure is also used for the conduct of various state government and central government competitive examinations and during the time of election as well. This academic year, Dr. Satyendranath Tagore Civil Service Study Centre was inaugurated by the Honorable Chief Minister through virtual mode in the institution for the benefit of students preparing their future for various civil service examinations.

File Description	Documents
Paste link for additional information	http://www.darjeelinggovernmentcollege.com/userfiles/file/institutional-strategies-for-mobilisation-of-funds.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The academic classes and other curriculum activities are done through online mode. IQAC planned and conducted a series of webinars or workshops collaborating with the departments. The teaching faculties, researchers, and students benefited from the program. Secondly, IQAC helped to plan to take up the academic session classes. Along with online teaching, learning, webinar, and workshop, e-contents were developed.

File Description	Documents
Paste link for additional information	http://www.darjeelinggovernmentcollege.com/iqac1.php
Upload any additional information	View File

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

The two examples of institutional reviews and implementation of teaching-learning process facilitated by the IQAC are as follows:

I. The institution adopted the online mode of classes under the guidance and supervision of the affiliating University. Internal Assessment was conducted by the respective departments of the institution through online mode. The grade or marks of the internal assessment of students were submitted to the Examination Committee by the respective Head of the Department which is then submitted to the Controller of Examination Branch of the Affiliating University.

II. Teachers adopted different online modes of teaching such as google meet, google classroom, Webex, etc. All the teachers of the 16 departments maintained the Daily Performance Report of the number of classes(Theory, Remedial and Practical).

The proper documentation of these reports is maintained by the IQAC.

File Description	Documents
Paste link for additional information	http://www.darjeelinggovernmentcollege.com/iqac1.php
Upload any additional information	No File Uploaded

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

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.darjeelinggovernmentcollege.com/annual-reports.php
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

- Gender sensitization awareness programs and Seminars are held regularly every year. Orientation program for new students and explaining the values of gender equality and equity.
- Women's Day program outside the college- On the occasion of Women's Day the volunteers of the N.S.S Unit went to the Shiksha Sangh Higher Secondary School, Ging, Lebong on 8th March 2022. Conducted awareness program on menstrual hygiene, good touch, and bad touch, and trafficking
- College NSS Unit organized a Special Camp at Plungdung Junior High School, Plungdung Busty, P.O- Sukhiapokhari on 27th and 28th March 2022. The volunteers gave an awareness program on menstrual hygiene and about the myths and taboos related to menstruation through a small skit.
- The Anti-Sexual Harassment Committee in collaboration with Internal Complaints Committee organized an awareness talk on 29th April 2022 at the Seminar hall for sensitizing the students and staff to commemorate Menstrual Hygiene Day
- An awareness program organized by the Youth against Trafficking (YAT) club of the Darjeeling Government College unit was held on 09.12.2021. During this awareness programme Mr. Nirnay Jhon Chettri and Ms. Radha from MARG presented the present trends in human trafficking and also interact with our college students.

File Description	Documents
Annual gender sensitization action plan	http://www.darjeelinggovernmentcollege.com/userfiles/file/gender-sensitization-cell/gender-report-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	http://www.darjeelinggovernmentcollege.com/annual-reports.php

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	No File Uploaded
Any other relevant information	View File

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

1. Solid Waste Management- The College is committed to minimizing waste. The idea of "consume less to handle lesser waste" is the motto with which College handles its waste problem. Awareness programs are the major means to make the Students and staff aware of waste management and practices. The Botany Department and NSS Unit maintain a compost pit where organic leaf manure is generated to sustain the Gardens and greenery around the campus. The College also has taken the initiative for the segregation of degradable and non-degradable waste. The NSS every year makes plastic Bricks from plastic pet bottles collected in and around the campus.

2. Liquid Waste Management: The wastewater mixed with chemicals from laboratories passes through concealed pipe line into a soak pit. All wastewater lines from toilets and drains etc. are connected with the municipal drainage system.

3. E-waste Management - E-waste generated on the campus is very less in quantity. Awareness programs regarding E-waste Management are conducted regularly. The E-waste and defective item from the computer laboratory are stored properly.

4. Hazardous chemicals and radioactive waste Management-The college laboratories do not use hazardous Chemicals and radioactive elements and hence the waste from the laboratories is negligible.

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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	C. Any 2 of the above
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	C. Any 2 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

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

For the last seventy-five years of its existence, the college stands as a symbol of Religious and cultural harmony and Tolerance. Religious and cultural harmony while preserving diversity is one of its main hallmarks. The college has never witnessed any events that are sectarian. The multicultural, multi ethnic - religious, and varied socio-economic stakeholders of this institution have created a unique culture of mutual respect and tolerance. Orientation programs for newly admitted students are held every year to explain the values, vision, and mission of the institution. Among the values and mission of the institution tolerance and harmony towards cultural, religious, cultural, regional, linguistic, communal, socioeconomic, and other diversities are given substantial importance. Different cultural programs are organized on occasions like fresher's Welcome, International Women's Day, Teachers Day, and Farewell, etc, literary talks are organized on 'Bhasa Diwas' and the Bhanu Jayanti celebration. The uniqueness of this institution is palpable during cultural and extracurricular activities where students and staffs from diverse backgrounds participate together without any differences. The college promotes linguistic diversity; Nepali, English, Hindi, and Bengali are spoken on the campus. The teachers and the students communicate in these languages. Students can write examinations in these languages.

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

Darjeeling Government College is always dedicated to promoting and taking the initiative regarding the sensitization of students and employees of the institution to the constitutional obligations, values, rights, duties, and responsibilities of a dutiful citizen. The College sensitizes the students and staff to the constitutional obligations through classroom teaching, and through the curricular and extra-curricular activities. Various National days like Independence Day and Republic Day, Vijay Diwas, NCC Day, etc., are celebrated with zeal. On the occasion of such National days, films and documentaries are screened regarding the freedom struggle. Constitution Day is also observed in the college. The college participates in various competitions like Youth Parliaments, essay competitions, and quizzes centered on our Constitution, freedom struggle, and democracy. The college also organized Electoral Literacy programs in collaboration with the government administration to educate the new voters. Some of the NCC students are selected to participate in the Republic Day celebration Parade in Delhi on the 26th of January. On the occasion of Gandhi Jayanti, seminars/talks are organized to inculcate the spirit and value of Non-Violence, Tolerance, Nationalism, and Patriotism. The NCC Unit of the college organizes the celebration of Yoga Day through awareness programs and Yoga classes.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://www.darjeelinggovernmentcollege.com/userfiles/file/annual-reports/college_annual_report_2021-22.pdf
Any other relevant information	http://www.darjeelinggovernmentcollege.com/userfiles/file/annual-reports/college_annual_report_2021-22.pdf

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

C. Any 2 of the above

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

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

The Institution celebrates, organizes, and observes various national and international commemorative days, events, and festivals. The college organizes events to inculcate universal humanitarian values and cultivate the spirit of patriotism, tolerance, and harmony. The NCC and NSS Unit of the college assists to conduct and organize these programs. Independence Day and Republic Day are celebrated in the college. The celebration starts with the hoisting of the National Flag and the singing of the National Anthem by the Teachers and the Students. On the occasion of Gandhi Jayanti, seminars/talks are organized to inculcate the spirit and value of Non-Violence, Tolerance, Nationalism, and Patriotism. Constitution Day is observed by highlighting the importance of the constitution and the ideals that have been reflected in the constitution of India. Talks, seminars, and awareness programs are organized on occasions such as International Women's Day, World Environment Day, Menstrual Health and Hygiene Day, etc. The NSS Unit of the college observes World Aids Day through awareness programs. Holidays for religious festivals are scheduled in the calendar in accordance with the holiday list published by the Government of West Bengal.

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

7.2 - Best Practices

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

Best Practice -I

Towards a Green and Sustainable Campus

For creating and sustaining an eco-friendly campus the college focus on the following major tenets and Commandments of Sustainability - Water Conservation, Save Energy, Reduce Waste, Recycle, avoid the use of Plastics, Minimize and Reuse Paper, protecting flora and fauna, thinking and act Sustainable. The college takes the initiative and promotes Clean, Green, Environmentally friendly, and sustainable practices that focus on reducing, reusing, and recycling resources, conserving water and energy, reduction in carbon emissions, protecting bio-diversity, and promoting economical and sustainable practices.

Fostering Research Activities and Culture among the Teaching Faculty

In any Higher Education Institution, teachers must be encouraged to make a proper balance between teaching and research activities. Although, there is no Modern library with appropriate facilities in the city, nor are there any reputed research centers or laboratories. The college has, however, continued to encourage teachers to pursue their research activities by providing research infrastructure as far as practicable. The college encourages the teachers to apply for different research projects and encourages publishing papers/articles/chapters in reputed national/international journal publication houses. The success of fostering Research activities and culture among the teaching faculty is evident from many research publications.

File Description	Documents
Best practices in the Institutional website	http://www.darjeelinggovernmentcollege.com/iqac1.php
Any other relevant information	http://www.darjeelinggovernmentcollege.com/iqac1.php

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

Empowering First-Generation College Students"

Since its inception till date, Darjeeling Government College has successfully fulfilled the need of this region. Since it is a Government institution, it ensures that education is accessible to all, especially to the economically weaker sections of society. It takes pride in rendering equal opportunities in regard to the holistic development of students. The distinctiveness of this institution lies in catering to the need of economically backward students, especially from the Tea Gardens and rural areas who are mostly First Generation Learners. The mission of the institution emanates from the vision to seek ways to spread higher education in the Darjeeling region and beyond and give access to it at a minimum cost, especially to those who are financially challenged, women, scheduled castes, scheduled tribes, and minorities who are substantial in number. Apart from academic pursuits the college regularly takes initiatives through seminars and awareness programs to promote Gender Equality and Equity and similar programs to inculcate universal Human values. The college not only focuses on academic activities but also encourages these First Generation Young learners to actively participate in other extra-curricular activities like sports, cultural activities, etc.

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

7.3.2 - Plan of action for the next academic year

In the year 2021-2022, the Covid pandemic period continued and the college reopened on 16.11.2021 under strict Covid Protocol. The activities and plans of the college were interrupted due to this abnormal situation. With the gradual return to normalcy, the college will be pursuing the following future plans for the overall development of the college.

1. To establish a competitive examination coaching center for students.
2. The College is looking forward to signing MOU with Higher Education and Research Institutes Industry for the Professional and Academic advancement of both Students and Teaching Faculty.
3. Regular up gradation of Libraries and Laboratories is necessary for academic excellence. Since the college is fully funded and controlled by the Government of West Bengal its gradation requires funds sanctioned by the Higher Education Department. The College shall prepare a proposal for its upgradation and send it to the HE Department for its approval.
4. The college in the next Academic Year plans to initiate the digitization of the Library and provide membership to people from the local community.
5. The college shall make an attempt to introduce certificate courses and vocational courses.
6. In the field of extracurricular activities the college shall encourage to establish various student clubs like Photography Club, Literary/Writers Club, Drama and performing arts Club etc.
7. The college will encourage its faculty who are experts to help the students and local people by providing consultancy services in the case of finance, tax, investment, agriculture/horticulture, etc free of cost so that the locality benefits.