



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

TAKI GOVERNMENT COLLEGE

- Name of the Head of the institution

DR. SHANTA MUKHOPADHYAY

- Designation

OFFICER-IN-CHARGE

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

03217234474

- Mobile no

9831711385

- Registered e-mail

principal1950tgc@gmail.com

- Alternate e-mail

takigovernmentcollege1950@gmail.com

- Address

Taki, Hasnabad, Dist: North 24 Parganas, West Bengal, PIN-743429

- City/Town

Taki

- State/UT

West Bengal

- Pin Code

743429

2.Institutional status

- Affiliated /Constituent

Affiliated

- Type of Institution

Co-education

- Location

Rural

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **West Bengal State University**
- Name of the IQAC Coordinator **Dr. Saubhik Das**
- Phone No. **7980281429**
- Alternate phone No.
- Mobile **9007272894**
- IQAC e-mail address **sbhk_das@yahoo.com**
- Alternate Email address **saubhik@tgc.ac.in**

3. Website address (Web link of the AQAR (Previous Academic Year))

https://www.tgc.ac.in/pdf/naac/AQAR_21-22_ACCEPTED.pdf

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

https://www.tgc.ac.in/index.php?option=com_content&view=article&id=222&Itemid=0

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	2.0	2018	26/09/2018	26/09/2023

6. Date of Establishment of IQAC

29/07/2011

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional 1	Purchasing Chemical, Glassware, Sanitization items (Health and Hygiene) and other contingent purposes	State Govt	28.04.2022	1,50,000/-
Institutional 1	Electricity, Telephone	State Govt	29.04.2022	5,20,000/-
Institutional 1	Other Office Expenses	State Govt	29.04.2022	50,000/-
Institutional 1	Electricity, Telephone	State Govt	05.08.2023	5,20,000/-
Institutional 1	Other Office Expenses	State Govt	05.08.2023	50,000/-
Institutional 1	Development Grant for purchase of Laboratory Equipment and Apparatus for the Departments of Chemistry, Physics, Zoology, English	State Govt	29.09.2022	7,80,697/-
Institutional 1	Purchasing Chemical, Glassware, Sanitization items (Health and	State Govt	14.12.2022	1,50,000/-

	Hygiene), Online admission process and other contin gent purpose s			
Institutiona l	Contingency/ Office Expenses	State Govt	27.01.2023	20,000/-
MPLAD Fund where 'Principal, Taki Government College' is the Executing Agency	Development Works of Taki Government College (To be used for purpose of Construction of a New Building of Taki Government College)	MPLAD Fund recommended by Shri Luizinho Joaquim Feleiro, Hon'ble MP, Rajya Sabha	21.02.2023	1,00,00000/-
Institutiona l	Telephone	State Govt	20.03.2023	50,815/-
Institutiona l	Electricity	State Govt	20.03.2023	1,25,000/-
Institutiona l	Annual Maintenance of Desktop computer	State Govt	27.03.2023	58,750/-
Institutiona l	AMC contract for connectivity of network	State Govt	27.03.2023	98,400/-

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 04

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

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

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

- If yes, mention the amount

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

1. New equipment/instrument to the tune of Rs. 5,37,772/- has been procured as per a proposal of the College, sent originally to the Government in the month of July, 2021, for 'Purchase of Laboratory Equipment, Apparatus under Development Grant' for the Departments of Chemistry, Physics, Zoology, English. The sanction-cum-allotment of Rs. 7,80,697/- in this regard was received vide G.O No. 603(Sanc)HED-16011 (11)/ 113/2021-APP SEC dated 29.09.2022. Utilization Certificate for the same was submitted. 2. Pursuant to an award of a grant of Rs. 1 (One) Crore from MPLAD fund (Rajya Sabha) for a proposed new building of Taki Government College, several coordination meetings were undertaken with the Governing Body, all stakeholders of the College, PWD Social and PWD Electrical Sector, joint site-visits were facilitated, land-papers were organized and the proper requisition for a G+3 building (having classrooms, auditorium, teachers' room, computer/Language Laboratory, library etc.) in the specified format was sent to the Executive Engineer, PWD Social Sector for preparation of a vetted plan estimate. 3. In the spirit of inter-institutional collaboration and for providing optimal infrastructural facilities to the larger student community, academic exchanges and the exchange of academic facilities like laboratory and library were ensured through Memorandum of Understanding (MoU) with twelve peer-institutions in the district. Possibility of more such MoUs are being discussed with peer-institutions and are in the process of finalization. 4. Various career-oriented upskilling programmes and invited special lectures were organized to impart the right ideas to the student fraternity in a changing landscape of learning environment. Platforms were

provided to organizations like Directorate of Fisheries, Government of West Bengal, Anudip Foundation, Food Safety and Standards, Department of Health and Family Welfare, Government of West Bengal, Jio Associates, Department of Oceanographic Studies, Jadavpur University, Rice Education, Institute of Advance Studies (IFAS), Pune, SBI Life Insurance etc. 5. Necessary preparations and planning were initiated regarding the introduction of 4-Year Undergraduate Programmes (NEP, 2020) under the new Curriculum and Credit Framework for Undergraduate Programmes from the ensuing 2023-24 session. A NEP related Committee was formed for stock-taking of projected demand on physical infrastructure like classrooms and laboratories, library and research facilities, and to assess its impact on course design and offerings, master-routine and class timings.

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>To explore avenues for augmentation of physical infrastructure</p>	<p>Pursuant to an award of a grant of Rs. 1 (One) Crore from MPLAD fund (Rajya Sabha) on the recommendation of Shri Luizinho Joaquim Feleiro, Hon'ble MP, Rajya Sabha received through the Office of District Magistrate, North 24 Parganas, vide Memo No. D-13016/1/2023-DPLO/191952 dated 21.02.2023 for a proposed new building of Taki Government College, several coordination meetings were undertaken with the Governing Body, all stakeholders of the College, PWD Social and PWD Electrical Sector. Later joint site-visits were facilitated, land-papers were organized, and the land parcel beside Annex Building of Taki Government College measuring 0.156 Acre belonging to Mouza: Taki, J.L. No. 51, plot No. 1435, 1436, was recommended by PWD. Soil test was conducted and the proper requisition for a G+3 building (having classrooms, auditorium,</p>

	<p>teachers' room, computer/Language Laboratory, library etc.) in the specified format was sent to the Executive Engineer, PWD Social Sector for preparation of a vetted plan estimate.</p>
<p>To procure high-end equipment and instruments for various Departments to elevate the overall teaching-learning process.</p>	<p>The College had sent a proposal to the Government on 19.07.2021, for 'Purchase of Laboratory Equipment, Apparatus under Development Grant' for the Departments of Chemistry, Physics, Zoology, and English. After receiving a sanction-cum-allotment of Rs. 7,80,697/- vide G.O No. 603(Sanc)HED-16011 (11)/113/2021-APP SEC dated 29.09.2022, the selected suppliers through e-tender were asked to deliver the products. Few suppliers failed to deliver some of the items citing reasons such as price-hike and/or unavailability of stock. Eventually, new equipment/instrument to the tune of Rs. 5,37,772/- has been procured and Utilization Certificate for the same has been submitted.</p>
<p>To inculcate the spirit of inter-institutional collaboration for providing optimal infrastructural facilities to the student community at large.</p>	<p>Academic exchanges and the exchange of academic facilities like laboratory and library were ensured through Memorandum of Understanding (MoU) with twelve peer-institutions in the district all of which are affiliated to West Bengal State University. These institutions are Bamanpukur Humayun Kabir Mahavidyalaya, Hingalganj Mahavidyalaya, Chandraketugarh Shahidullah Smriti</p>

	<p>Mahavidyalaya, Sree Chaitanya College, Dum Dum Motijheel Rabindra Mahavidyalaya, Gobardanga Hindu College, Dinabandhu Mahavidyalaya, Derozio Memorial College, Mahadevananda Mahavidyalaya, Brahmananda Keshav Chandra College, Netaji Satabarshiki Mahavidyalaya and Barasat Government College. Possibility of more such MoUs are being discussed with peer-institutions and are in the process of finalization.</p>
<p>To organize career-oriented upskilling programmes for providing the right exposure to the student fraternity in a changing landscape of job environment</p>	<p>Platforms were provided by Career Counselling and Placement Cell of the College to speakers from organizations like Anudip Foundation, Food Safety and Standards, Department of Health and Family Welfare, Government of West Bengal, Jio Associates, Directorate of Fisheries, Government of West Bengal, Department of Oceanographic Studies, Jadavpur University, Rice Education, Institute of Advance Studies (IFAS), Pune, SBI Life Insurance etc. Many eminent speakers from academic fields and beyond were invited by several Departments to deliver special lectures/conduct workshop on a variety of interesting topics. The active participation of students in these events has helped to foster the spirit of learning.</p>
<p>To prepare for planned introduction of 4-Year Undergraduate Programmes (NEP, 2020) under the new Curriculum and Credit Framework for</p>	<p>A NEP related Committee was formed for stock-taking of projected demand on physical infrastructure like classrooms and laboratories, library and</p>

Undergraduate Programmes from the ensuing 2023-24 session

research facilities, and to assess its impact on course design and offerings, master-routine and class timings. Eventually Admission modalities were prepared in war-footing following the Advisories issued by West Bengal State University. Approval for new courses under Multi-Disciplinary Courses (MDCs) were secured, optimal choices were provided to the applicants regarding new courses, class-timings were increased to accommodate the new courses, allotments through master-routine were carefully done while keeping in mind the future demands and balanced distribution of laboratory spaces were created beforehand.

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	TAKI GOVERNMENT COLLEGE
• Name of the Head of the institution	DR. SHANTA MUKHOPADHYAY
• Designation	OFFICER-IN-CHARGE
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03217234474
• Mobile no	9831711385
• Registered e-mail	principal1950tgc@gmail.com
• Alternate e-mail	takigovernmentcollege1950@gmail.com
• Address	Taki, Hasnabad, Dist: North 24 Parganas, West Bengal, PIN-743429
• City/Town	Taki
• State/UT	West Bengal
• Pin Code	743429
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	West Bengal State University

• Name of the IQAC Coordinator	Dr. Saubhik Das				
• Phone No.	7980281429				
• Alternate phone No.					
• Mobile	9007272894				
• IQAC e-mail address	sbhk_das@yahoo.com				
• Alternate Email address	saubhik@tgc.ac.in				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.tgc.ac.in/pdf/naac/AQAR_21-22_ACCEPTED.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.tgc.ac.in/index.php?option=com_content&view=article&id=222&Itemid=0				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	2.0	2018	26/09/2018	26/09/2023
6.Date of Establishment of IQAC			29/07/2011		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	Purchasing Chemical, Glassware, Sanitization items (Health and Hygiene) and other contingent purposes	State Govt	28.04.2022	1,50,000/-
Institutional	Electricity , Telephone	State Govt	29.04.2022	5,20,000/-
Institutional	Other Office Expenses	State Govt	29.04.2022	50,000/-
Institutional	Electricity , Telephone	State Govt	05.08.2023	5,20,000/-
Institutional	Other Office Expenses	State Govt	05.08.2023	50,000/-
Institutional	Development Grant for purchase of Laboratory Equipment and Apparatus for the Departments of Chemistry, Physics, Zoology, English	State Govt	29.09.2022	7,80,697/-
Institutional	Purchasing Chemical, Glassware, Sanitization	State Govt	14.12.2022	1,50,000/-

	n items (Health and Hygiene), Online admission process and other contingent purposes			
Institutional	Contingency /Office Expenses	State Govt	27.01.2023	20,000/-
MPLAD Fund where 'Principal, Taki Government College' is the Executing Agency	Development Works of Taki Government College (To be used for purpose of Construction of a New Building of Taki Government College)	MPLAD Fund recommended by Shri Luizinho Joaquim Feleiro, Hon'ble MP, Rajya Sabha	21.02.2023	1,00,00000/-
Institutional	Telephone	State Govt	20.03.2023	50,815/-
Institutional	Electricity	State Govt	20.03.2023	1,25,000/-
Institutional	Annual Maintenance of Desktop computer	State Govt	27.03.2023	58,750/-
Institutional	AMC contract for connectivity of network	State Govt	27.03.2023	98,400/-

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

<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	04
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	No
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> • If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
<p>1. New equipment/instrument to the tune of Rs. 5,37,772/- has been procured as per a proposal of the College, sent originally to the Government in the month of July, 2021, for 'Purchase of Laboratory Equipment, Apparatus under Development Grant' for the Departments of Chemistry, Physics, Zoology, English. The sanction-cum-allotment of Rs. 7,80,697/- in this regard was received vide G.O No. 603(Sanc)HED-16011 (11)/ 113/2021-APP SEC dated 29.09.2022. Utilization Certificate for the same was submitted.</p> <p>2. Pursuant to an award of a grant of Rs. 1 (One) Crore from MPLAD fund (Rajya Sabha) for a proposed new building of Taki Government College, several coordination meetings were undertaken with the Governing Body, all stakeholders of the College, PWD Social and PWD Electrical Sector, joint site-visits were facilitated, land-papers were organized and the proper requisition for a G+3 building (having classrooms, auditorium, teachers' room, computer/Language Laboratory, library etc.) in the specified format was sent to the Executive Engineer, PWD Social Sector for preparation of a vetted plan estimate. 3. In the spirit of inter-institutional collaboration and for providing optimal infrastructural facilities to the larger student community, academic exchanges and the exchange of academic</p>	

facilities like laboratory and library were ensured through Memorandum of Understanding (MoU) with twelve peer-institutions in the district. Possibility of more such MoUs are being discussed with peer-institutions and are in the process of finalization. 4. Various career-oriented upskilling programmes and invited special lectures were organized to impart the right ideas to the student fraternity in a changing landscape of learning environment. Platforms were provided to organizations like Directorate of Fisheries, Government of West Bengal, Anudip Foundation, Food Safety and Standards, Department of Health and Family Welfare, Government of West Bengal, Jio Associates, Department of Oceanographic Studies, Jadavpur University, Rice Education, Institute of Advance Studies (IFAS), Pune, SBI Life Insurance etc. 5. Necessary preparations and planning were initiated regarding the introduction of 4-Year Undergraduate Programmes (NEP, 2020) under the new Curriculum and Credit Framework for Undergraduate Programmes from the ensuing 2023-24 session. A NEP related Committee was formed for stock-taking of projected demand on physical infrastructure like classrooms and laboratories, library and research facilities, and to assess its impact on course design and offerings, master-routine and class timings.

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>To explore avenues for augmentation of physical infrastructure</p>	<p>Pursuant to an award of a grant of Rs. 1 (One) Crore from MPLAD fund (Rajya Sabha) on the recommendation of Shri Luizinho Joaquim Feleiro, Hon'ble MP, Rajya Sabha received through the Office of District Magistrate, North 24 Parganas, vide Memo No. D-13016/1/2023-DPLO/191952 dated 21.02.2023 for a proposed new building of Taki Government College, several coordination meetings were undertaken with the Governing Body, all stakeholders of the College, PWD Social and PWD Electrical Sector. Later joint site-visits were facilitated, land-papers</p>

	<p>were organized, and the land parcel beside Annex Building of Taki Government College measuring 0.156 Acre belonging to Mouza: Taki, J.L. No. 51, plot No. 1435, 1436, was recommended by PWD. Soil test was conducted and the proper requisition for a G+3 building (having classrooms, auditorium, teachers' room, computer/Language Laboratory, library etc.) in the specified format was sent to the Executive Engineer, PWD Social Sector for preparation of a vetted plan estimate.</p>
<p>To procure high-end equipment and instruments for various Departments to elevate the overall teaching-learning process.</p>	<p>The College had sent a proposal to the Government on 19.07.2021, for 'Purchase of Laboratory Equipment, Apparatus under Development Grant' for the Departments of Chemistry, Physics, Zoology, and English. After receiving a sanction-cum-allotment of Rs. 7,80,697/- vide G.O No. 603(Sanc)HED-16011 (11)/ 113/2021-APP SEC dated 29.09.2022, the selected suppliers through e-tender were asked to deliver the products. Few suppliers failed to deliver some of the items citing reasons such as price-hike and/or unavailability of stock. Eventually, new equipment/instrument to the tune of Rs. 5,37,772/- has been procured and Utilization Certificate for the same has been submitted.</p>
<p>To inculcate the spirit of inter-institutional collaboration for providing</p>	<p>Academic exchanges and the exchange of academic facilities like laboratory and library</p>

optimal infrastructural facilities to the student community at large.

were ensured through Memorandum of Understanding (MoU) with twelve peer-institutions in the district all of which are affiliated to West Bengal State University. These institutions are Bamanpukur Humayun Kabir Mahavidyalaya, Hingalganj Mahavidyalaya, Chandraketugarh Shahidullah Smriti Mahavidyalaya, Sree Chaitanya College, Dum Dum Motijheel Rabindra Mahavidyalaya, Gobardanga Hindu College, Dinabandhu Mahavidyalaya, Derozio Memorial College, Mahadevananda Mahavidyalaya, Brahmananda Keshav Chandra College, Netaji Satabarshiki Mahavidyalaya and Barasat Government College. Possibility of more such MoUs are being discussed with peer-institutions and are in the process of finalization.

To organize career-oriented upskilling programmes for providing the right exposure to the student fraternity in a changing landscape of job environment

Platforms were provided by Career Counselling and Placement Cell of the College to speakers from organizations like Anudip Foundation, Food Safety and Standards, Department of Health and Family Welfare, Government of West Bengal, Jio Associates, Directorate of Fisheries, Government of West Bengal, Department of Oceanographic Studies, Jadavpur University, Rice Education, Institute of Advance Studies (IFAS), Pune, SBI Life Insurance etc. Many eminent speakers from academic fields and beyond were invited by several Departments to deliver special

	<p>lectures/conduct workshop on a variety of interesting topics. The active participation of students in these events has helped to foster the spirit of learning.</p>						
<p>To prepare for planned introduction of 4-Year Undergraduate Programmes (NEP, 2020) under the new Curriculum and Credit Framework for Undergraduate Programmes from the ensuing 2023-24 session</p>	<p>A NEP related Committee was formed for stock-taking of projected demand on physical infrastructure like classrooms and laboratories, library and research facilities, and to assess its impact on course design and offerings, master-routine and class timings. Eventually Admission modalities were prepared in war-footing following the Advisories issued by West Bengal State University. Approval for new courses under Multi-Disciplinary Courses (MDCs) were secured, optimal choices were provided to the applicants regarding new courses, class-timings were increased to accommodate the new courses, allotments through master-routine were carefully done while keeping in mind the future demands and balanced distribution of laboratory spaces were created beforehand.</p>						
<p>13. Whether the AQAR was placed before statutory body?</p>	<p>No</p>						
<ul style="list-style-type: none"> Name of the statutory body 							
<table border="1"> <thead> <tr> <th data-bbox="100 1850 767 1924">Name</th> <th data-bbox="767 1850 1436 1924">Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td data-bbox="100 1924 767 1995">Nil</td> <td data-bbox="767 1924 1436 1995">Nil</td> </tr> </tbody> </table>	Name	Date of meeting(s)	Nil	Nil	<table border="1"> <thead> <tr> <th data-bbox="767 1850 1436 1924">Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td data-bbox="767 1924 1436 1995">Nil</td> </tr> </tbody> </table>	Date of meeting(s)	Nil
Name	Date of meeting(s)						
Nil	Nil						
Date of meeting(s)							
Nil							
<p>14. Whether institutional data submitted to AISHE</p>							

Year	Date of Submission
2021-22	15/01/2023

15. Multidisciplinary / interdisciplinary

Taki Government College is an affiliated college under the academic purview of West Bengal State University (WBSU). As a result, it follows the curricula and syllabi of WBSU for undergraduate courses. The UG course structure provides scope for interdisciplinary nature of academic pursuit.

- UG honours students can opt for two extra-departmental subjects during their study in the form of Generic Elective subject. This opens newer vistas of academic engagement for them.
- Additionally, UG Programme course students are provided the freedom to choose their preferred combination of subjects. For example, B.Sc. General Programme course offers three different subject-combinations, overlapping the realms of both Science and Arts subjects.
- A considerable overlap in subject-content is noted while studying existing syllabus of different disciplines. For example, "Rigid Dynamics" & "Mechanics" are the common topics of Physics & Mathematics syllabus. "Ecology and environmental biology" are common to both Botany and Zoology. "Biochemistry" is taught in Botany, Zoology & Chemistry classes, even, some of the practical topics, like paper chromatography are found to be taught in Chemistry as well as Zoology.
- Literature based subjects have common themes and interdisciplinary topics. For example, faculties of Sanskrit can hone the skills of students of English for better understanding of Sudrak's 'Mricchakatikam'. Similarly, 'Human Rights' is a common topic in the syllabus of History, Political Science and Philosophy and the students can take guidance from different faculties for alternative perspectives on a given topic.
- Students of PG Bengali and PG English are offered interdepartment GEC courses in their third Semester, such as 'India in 21st Century', 'Politics and Environment', 'Jostein Gaarder: Sophie's World', 'Politics, Justice and Human Rights' etc. Faculties from other departments conduct these classes and determine the evaluation patterns.
- Apart from that, there are many skill enhancement courses that students of different disciplines can enrol and make

the curriculum partly interdisciplinary. For example, Plant Diversity and Human Welfare, Ethnobotany, Sericulture, Vermicompost can be studied by students of Botany and Zoology Programme Course. Similarly, Basic Instrumentation Skills, Computational Physics, C-Programming Language, Logic and Sets can be studied by students of Physics and Mathematics.

16.Academic bank of credits (ABC):

Taki Govt. college is located at the rural hinterland of North 24 Paraganas, near Sunderbans. Many students of this college belong to economically weaker section and hence cannot complete the courses in due time. Hence, Academic bank of credits appears to be an impressive solution for the academic career of the students. It would be highly beneficial for slow learners and also provide flexibility to students to learn as per their ability and convenience. With reference to the framework of NEP, ABC can only be realised in case of institutes possessing academic autonomy. As Taki Government College is an affiliated college under WBSU, it needs academic nod from the parent University before introduction of ABC. This college also lies under the administrative jurisdiction of Dept of Higher Education, Govt of West Bengal and hence needs instruction from the State Govt for implementation of ABC. As per the curricular structure of the affiliating University, the college has adopted the Choice-Based Credit System (CBCS) which allows students to choose their preferred elective courses. The college will be able to adapt to the system of multiple entry and exit, as and when the system is introduced by competent authorities.

17.Skill development:

The college functions under the academic control of the West Bengal State University and hence cannot design vocational credit courses for skill development for its students independently. However, the institution has organized several workshops and seminars throughout the year to develop employability and soft skills of its students. The courses were particularly designed to include Industry experts to train the students towards perfection in particular areas of soft skill development keeping in mind the present day job market scenario.

1. A workshop titled "Emerging Career Opportunities" was organized by Anudip Foundation and the Career Counselling and Placement Cell of Taki Government College on 26.08.22.

- The workshop apprised the students about the skills necessary to face the job market and ways to achieve them.
2. An interactive session with the students of Taki Government College with Jio associates were organized by Jio associates in collaboration with Career Counselling and Placement Cell, Taki Government College on 23.11.2022. Students were apprised of the various entry level career opportunities, offered by Jio. A certification will be provided to students who will complete the entire semester divided course, which would enable them to gain an entry into the telecom sector, with its increasing demands with the new 5G service.
 3. Seminar titled: "Explore the career opportunities in government sector and unlock the potential in you", was organized by Rice Education in collaboration with Career Counselling and Placement Cell, Taki Government College on 06.01.23. The students were informed about the career opportunities in the government sector and how to prepare themselves for such jobs
 4. Seminar titled "Competitive Examinations and Career Opportunities after Graduation and Post-Graduation was Organized by Department. of Chemistry, Taki Government. College, Career Counselling and Placement Cell, Taki Govt. College and Institute of Advance Studies(IFAS), Pune (Online Mode) on 13.05.23 for the students of chemistry.
 5. Seminar titled "Job Opportunities in SBI" and b) Campus Recruitment Drive for two positions in SBI Life i) Part time Trainee ii) Officer, organized by SBI Life in collaboration with Career Counselling and Placement Cell, Taki Government College, on 16.6.23. The students were apprised about the job opportunities available to them in the banking sector. A few students were shortlisted for further rounds of interview by SBI Life.

Apart from these twenty eight Skill Enhancement Courses (SEC) were taught in the college for UG 3rd and 4th semester students following curriculum of West Bengal State University. These courses generally directed to upgrade and orient the students towards applied part of the curriculum in tandem with classroom lectures.

Different departments organize one day seminars/ Invited talks/ Interactive sessions on diverse topics for better understanding of the subject as well as overall skill development of the students. Student Seminars were also organized to boost up research aptitude and confidence among them.

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

Taki Govt. College caters to students coming from rural hinterland of North 24 Paraganas and remote locations near Sunderbans mostly from rural background. An overwhelming majority of the students hail from vernacular medium schools and hence the college ensures that all the courses are taught bilingually, that is, in English as well as in Bengali (barring the courses in English Language and Literature and Bengali Language and Literature) to ensure the participation and comprehension of topics by students coming from different strata. Students can opt to write their answer-scripts in either English or their vernacular language (except Honours students in Science departments). The college has a number of language departments namely Sanskrit, Bengali, English that offer programs that emphasize on language, culture, and traditions of our country. UG and PG courses in Bengali include discourse on ancient Indian Languages like Patanjali, Panini, Katyayan. Discussion on tribal folklore infuses the rich and diverse cultural heritage of Bengal in the psyche of students. UG curriculum in History provides scope for detail discussions on Vedic civilization and Gurukul system, ideas of Indian Scholars like Dayananda Saraswati, Begum Rokeya. UG curriculum in Political Science includes discussion on Brahmanic and Shramanic political thought, Islamic and Syncretic political thought, ideas on Rajadharma by Ved Vyasa, specific ideas on political thought of Manu, Kautilya, Aggannasutta, Abul Fazal, Kabir. Students enrolled in UG Sanskrit are taught Vedic studies as well as Indian orthodox philosophy such as Nyaya, Vedanta, Vaisesika. The societal reflection of Indian value system in Vedic age and the age of Ramayana , Mahabharata , Dharmasastra are also discussed as a part of the curriculum. UG curriculum in Philosophy include various Indian system like Buddhism, Carvaka, Nyaya- Vaisesika, Vedanta, Sankhya, Yoga which emphasise on some philosophical questions like self or atman, liberation or Moksa, existence of God. In epistemology, basic questions on Indian knowledge system are explored.

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

Taki Government College runs 13 Under Graduate Honours Core Courses, and 2 Under graduate Programme Courses under the academic guidance of West Bengal State University. Two Post Graduate Courses are being offered with academic autonomy. Apart from the programme-specific outcomes, all the programmes have some generalised goal to make the students such as - i) to

acquire meaningful, observable and measurable knowledge, ii) to develop different professional skills, iii) to cater to the needs of present-day problems and service to the society. Under the CBCS curriculum, the departments as well as the College conduct internal assessments on a regular basis which enable the teachers as well as the students to realise, quantitatively, the level of outcomes attained by the students. Weaker section of students are taken special care of so that they can overcome their shortcomings. The CBCS curriculum made it mandatory for all the students to study English Communication and Environmental Science as Ability Enhancement Compulsory Courses and to go through Skill Enhancement Courses. The concerned Departments are putting special emphasis in this regard so that the students get benefitted from the outcomes of these courses. The students pursuing Physics and Mathematics Honours learn coding in computer languages for which the College provide ample infrastructure. The students of this College have further progressed in their Higher Studies after clearing different entrance tests conducted by various Universities as well as National bodies.

20.Distance education/online education:

Taki Government College is a Study - Center for State level open university course (Netaji Subhas Open University-NSOU) at the undergraduate level for B.A and B. Sc courses from 2005. This study center is particularly helpful to the students of remote rural areas in close proximity of the college. It offers 6 BDP and 11 PG programmes for the students. It is located in the Geography Building of the College and provides all kind of logistic as well academic support to the NSOU. Thus, NSOU offers the students the facility to conduct such distance education. These courses also enable the candidate to build up his/her undergraduate knowledge, and gain the expertise needed to drive his/her career forward.

Extended Profile

1.Programme

1.1 486

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

File Description	Documents
Data Template	View File

2.Student

2.1 6904

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 2033

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

File Description	Documents
Data Template	View File

2.3 1608

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 64

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 69

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1	486
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	6904
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	2033
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	1608
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	64
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	69
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	36
Total number of Classrooms and Seminar halls	
4.2	16.08 Lakhs
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	102
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

As the College is affiliated to the West Bengal State University, it strictly adheres to the academic calendar and CBCS curriculum set forth by the University. The College takes all initiatives to ensure that the curriculum of each and every course is effectively and timely delivered. At the onset, the College prepares its - i) Academic Calendar; ii) Central Routine and forms different committees related to curriculum planning and implementation. Based on the Central Routine, each Department prepares, shares its Routine among the students mentioning the exact time and venue of classes as well as the topics to be taught by the faculties.

The College puts the curriculum into practice by assessing student progress and providing support to slow learners as needed. The class lectures are made effective with the help of ICTs. Regular class tests, Tutorials and Remedial Classes are conducted. As a part of the curriculum, many Departments (mainly

Science) organize Field Visit/Institutional visit for experiential learning. To complement the curriculum assignments, projects etc. are conducted and student seminars, guest lectures, different co-curricular and extra-curricular activities are organized. Collecting and analyzing data on student achievement, keeping an eye on their differing capabilities, gathering feedback from teachers and students, and conducting formal evaluations are regularly done.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://www.tgc.ac.in/index.php?option=com_content&view=article&id=222&Itemid=0

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

The Academic Calendar, one of the most important documents of the College, is prepared following the declared calendar of the affiliating University. The Academic Calendar sketches the tentative dates of (i) commencement of classes, (ii) Internal Assessments, (iii) University Examinations, (iv) list of holidays, (v) major College events, like Annual Sports, College Foundation Day Celebration & Annual Prize Distribution and other Cultural events, (vi) Parent-Teacher Meetings etc. It also provides the tentative schedule of Continuous Internal Evaluation (CIE) and also keeps provision for the Tutorial and Remedial Classes. The College gives utmost priority to ensure maximum compliance to the schedule mentioned in this Academic Calendar.

As part of the Continuous Internal Evaluation, different Examination Committees are formed to conduct the Internal and External Examinations. For the betterment of students' performances, remedial/tutorial classes are taken and frequent class tests, revision tests are conducted. Departments also provide study materials/reference books particularly to the slow learners. Students can freely interact with their teachers who look after their progress and their all-round development. The records of the marks obtained by the students in the Internal and External Examinations are preserved by the Departments. The IQAC acquires data from all the Departments to assess overall institutional academic progress.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.tgc.ac.in/index.php?option=com_content&view=article&id=222&Itemid=0

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

17

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

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

16

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

1.3 - Curriculum Enrichment

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

The college's humanities departments include courses designed to increase students' awareness of and understanding of the law and the administration of justice as well as to fortify their commitment to human rights. Aside from that, courses are meant to educate students about the ways in which institutionalization and socialization processes uphold gender roles in social, political, and cultural domains within the framework of various social institutions. The courses in the Postgraduate departments of English and Bengali literature introduce the students the rich body of women's writing. While the background studies provide a literary, historical and sociological context for the study of women's literature, the texts themselves comprise fiction, poetry, and critical theory from Western as well as Indian feminist canons. The Department of History, Taki Government College, abides by the CBCS curriculum which

addresses various issues regarding gender, position of women, female education, women emancipation and their empowerment, participation of Indian women in the nationalist movements. In the Science departments Environmental Science is offered as one of the topics for Ability Enhancement Compulsory Course in Semester-I and Semester-II under the CBCS Curriculum of B.Sc. in Physics, Chemistry, Zoology, Botany (Honours and General) and Ecology core course in Zoology.

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

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

11

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

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

4202

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

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://www.tgc.ac.in/pdf/naac/Feedback%20Summary%20report%20Final-sent%20feb%202024.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.tgc.ac.in/pdf/naac/Feedback%20Summary%20report%20Final-sent%20feb%202024.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

2989

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

2033

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

During this period classes were taken offline mode. Class routine has been provided to the students from time to time. Slots for tutorial classes have been allotted to assist aspiring students. Taki Government College caters to a lot of first generation learners, few of them being academically backward students. Special care and affection was needed and financial support was necessary as well. Teachers gladly took this responsibility and extended their cordial and spontaneous support to the under-privileged students through personal correspondence through special classes. Economic support was provided to both academically weaker yet bright students. Academically bright students were taken care of through sharing of advanced study materials as well as special offline classes, as and when applicable. Considering the remote dwelling place of students, extra classes were allotted for the better students who are preparing for different examinations other than the ones related to the curriculum but focused towards job placements or/and entrance examinations for higher education.

File Description	Documents
Paste link for additional information	Nil
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
6904	64

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Regular practical classes were arranged by the science departments where students were given hands on experience on the learnings both from the curriculum, and in some cases something additional. A student's perception towards society is in the essence of experiential learning. PG departments took initiative to enhance this perception through PG dissertations. Two sample copies of dissertations during this year are attached herewith. Practical classes were conducted with extreme care to ensure complete participative learning. Few departments have arranged problem solving classes for entrance examinations like IIT-JAM, NBHM, ISI etc. which overall engaged the students' analytic and problem solving abilities and make them sharper. In addition, few departments have also conducted excursions for the students. Glimpses of the practical classes and excursion were given in additional information. Student seminars have been organized by the respective departments for the betterment of them. Seminar details organized by department of Physics and Chemistry have been attached here as representative examples. Students from various departments are also encouraged to publish Student Magazine. Few of these details are have been enclosed here. Apart from this, Department of History and IQAC of our college have organized an online quiz competition on 15th August 2022 in collaboration with Department of History and IQAC, of S.B.S. College, Hili Lots of Students have spontaneously participated in the event to make it a grand success.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

Laptops, LCD Projectors, Graphic tablets like Wacom, Smart TVs and Smart Classrooms were also used by teachers as ICT enabled tools in addition with traditional teaching tools like chalk-board, pen-paper etc. in order to share knowledge in a more compact way. Wherever necessary, presentation slides were shared with the students for reference. Moreover, teachers often formed whatsapp groups of the students and encouraged them to clarify their doubts there besides the classroom. Youtube links, website links for lecture videos, e-books and other kind of study materials were also shared through these platform. The college provided a portal where teachers uploaded their regular class notes and study material.

File Description	Documents
Upload any additional information	No File Uploaded
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

64

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
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

64

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

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

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

36

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

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

2.4.3.1 - Total experience of full-time teachers

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Internal examination timing is mentioned in the academic calendar of the institution. Academic calendar is published in the very beginning of the academic session. The time span mentioned there is concurrent with that of the affiliating university. Hence, the students get all the necessary information regarding internal assessment well ahead of time to prepare themselves smoothly for the examination. The answer scripts are then evaluated and scrutinized with extreme care and importance and the marks are uploaded to the official portal of our affiliating university, within a stipulated time span. Internal assessments are conducted once every semester. Moreover, teachers often conduct class tests time to time to ensure continuous progression of the students. Dates of internal examinations conducted by all the departments are attached here. Also, the official notice, attendance sheets of three representative departments as sample copy and the pictures describing the procedure of marks uploading in the interface portal of our affiliating university are enclosed here.

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

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

No such grievance regarding internal assessment has been received yet. However, if any incumbent from any department failed to appear on the date of internal examination due to some valid reasons, he/she was given a second chance to reappear on

the internalexamination within the stipulated time frame set by the university. Although, number of such candidates from various arts and sciencedepartments is relatively not high.

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

2.6 - Student Performance and Learning Outcomes

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

Taki Government College is an affiliated college under West Bengal State University (WBSU), and all UG programmes and courses have been designed by the university itself where as the college runs two autonomous PG courses in Bengali and English. All UG programme and course outcomes are, therefore, part of the University curriculum. The programme of study offered by each department, course material and learning outcomes of all UG courses are clearly displayed on the college website. At the beginning of the academic session, the program and course outcomes of all the courses have been clearly and minutely discussed with the students by the respected faculty members through a Teacher-Student Orientation Program organized by the college authority. Moreover, syllabi of the courses offered in UG programme are available with each academic department as well as website of affiliating University. The teaching plan of the curricula is available at each department and the "BanglarUccha Siksha portal".

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.tgc.ac.in/pdf/naac/1652189557323_AQAR-Docu-2-6-1-PO-PSO-and-CO-TGC.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.

Taki Government College evaluated the attainment of programme outcomes, programme specific outcomes and course outcomes during the year through internal exams, end-semester exams, assignment, presentations, viva-voce exams and others, following notifications issued by WBSU. The students displayed a significant success for this academic year and even rate of students progression to higher education is noteworthy.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.tgc.ac.in/pdf/naac/1652189557323_AQAR-Docu-2-6-1-PO-PSO-and-CO-TGC.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

1133

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	http://tgc.ac.in/pdf/naac/AQAR%202.6.3%202022-23.pdf

2.7 - Student Satisfaction Survey

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

<https://tgc.ac.in/pdf/igac/AQAR%202.7.1%202022-23.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)

Nil

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

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

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

0

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

3.2 - Innovation Ecosystem

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

Taki Government college is located at the bank of the river Ichhamati and nearby a local Mangrove forest namely "Golpatar Jungle". It is filled with the mangrove species called Golpata (*Nypa fruticans*). The famous Sundari trees (*Heritiera fomes*) are also present here. For this reason, this eco-park may be regarded as the gateway to Sundarban. Since this 'Jungle' is located on the south of tropic of cancer, it is classified as tropical moist evergreen forest.

The vegetation in this region is largely composed of mangrove and mangrove associated species. Considering the richness of mangrove floras, the area offer habitat to a variety of species. Research on this area can then be applied to the Sundarban area and its optimum utilisation and conservation of mangrove ecosystem will contribute to the community as a whole. Keeping this in mind, our College has taken an initiative to survey this nearby ecosystem and create a Local Study Centre of Mangrove Ecosystem. Students from the departments of Zoology, Botany and Geography have visited Golpata forest and their studies on Mini-Sundarbans have helped them in gaining an on-field preliminary knowledge of the ecosystem. These have contributed in sustaining an ecosystem involving transfer of knowledge.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.tgc.ac.in/images/INTELLECTUAL-PROPERTY-RIGHTS-TGC.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

0

File Description	Documents
URL to the research page on HEI website	https://www.tgc.ac.in/index.php?option=com_content&view=article&id=206&Itemid=0
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

19

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

06

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

Taki Government College in collaboration with Taki Netraloke Eye Collection Centre organized an awareness program on eye donation involving the students as well as teaching and non-teaching staffs of the college. The awareness program consisted of two parts - i. Observation of National Eye donation Week - an invited lecture by the delegate from Taki Netraloke eye collection centre ii. An awareness campaign in association with Taki Netraloke Eye Collection Centre.

Taki Netraloke Eye Collection Centre is an eye hospital financially supported by Dighir Ganguly Foundation Trust. Primary objective of the Seminar and parade was to make people as well as students aware of the importance of eye donation. Officials from Taki Netraloke Eye Collection Centre delivered a lecture on the importance of eye donation. About 72 students and 15 faculty members of the college were present in the seminar. The parade was accompanied by two of the members of Taki Netraloke Eye Collection Centre. An announcement on eye donation, its procedures and importance was done through microphone. About 19 teachers and 98 students participated in this awareness parade. The procession started from the gate of Taki Government College and moved in the adjacent areas of Taki.

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

3.4.2 - Number of awards and recognitions received for extension activities from

government / government recognized bodies during the year

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

0

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

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

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

04

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

370

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

6

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

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

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

13

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.

Taki Government College has grown organically since 1950 and it caters to a large geographical catchment area. In recent years the student intake has been increased due to affirmative policies of the Government. Showing a progressive growth in intake, each academic year more than 2800 new students are becoming part of the teaching learning process. Considering these factors, the number of classes and laboratories (35+ 09 = 44 in number) and computers (102 in number) may seem inadequate despite of taking several measures. Classes for BA Programme Course are conducted in the Morning session and classes for B.A Honours, B.Sc. Honours and B.Sc. Programme Course are conducted in the Day session to ensure judicious utilization of available infrastructural facilities. Practical sessions for Physics and Chemistry are conducted in multiple batches. The master routine ensures that a course having large group of students is provided with larger classrooms, and faculties take the assistance of microphones. Pursuant to an assurance of allotment of Rs. 1 Crore under MPLAD Fund for a new building by the Honourable Chief Minister of West Bengal on 30.11.2022, the formal recommendation of Rajya Sabha MP Shri Luizinho Feleiro has been received by the College on 21.02.2023. As the fund will be released on receipt of a vetted plan estimate of PWD, necessary works to this end has been initiated by the PWD Social Sector.

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

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

Lack of a large contiguous land parcel is a legacy issue since the inception of the College. However, the institutional playground within the college premises (in front of the Geography Department) is adequate for games like volleyball, badminton, and for conducting minor sports events etc. It can even accommodate practice sessions for football, cricket etc.

For indoor games like Table Tennis, Carrom etc. students' common room can be utilized. Cultural and recreational programme are usually arranged in the Seminar Hall or in the newly constructed Room No. 30. Occasionally, the local auditorium of the Taki Municipality is also availed for larger congregations. For Annual Sports Meet and other team-events, one large playground, maintained by a local club named 'Aryan Club', is availed free of cost.

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

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

11

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

5.37 Lakhs

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

4.2 - Library as a Learning Resource

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

Name of ILMS software - Koha

Nature of automation - Partially

Version - 3.16.2003

Year of Automation - 2016

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources D. Any 1 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)

0.059

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

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

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

34

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

While the shortcomings of the traditional methods of teaching-learning process have been exposed during the Covid-19 pandemic, it has imparted a valuable lesson about creating a robust IT infrastructure to offset the disruptive influences in the future. Currently, all the departments and the College office are well connected with high-speed broadband internet either through wired or wireless mode. However, there is a minor hindrance in this regard in connection with the availability of adequate funds. This College is under direct supervision of Higher Education Department, Govt. of West Bengal and all expenditures are subject to approval of competent authorities. Hence the College cannot independently upgrade its IT facilities including the Wi-Fi facility. However, the College sends proposals to the Government for upgrading physical and digital infrastructure from time to time. For this year, the College had received Rs. 98,400/- on 27.03.2023 from State Government for

AMC contract for connectivity of network. There is also an issue over the jammers used by local BSF authorities, resulting in poor telecom connectivity in this remote locality, over which the College has little control.

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

4.3.2 - Number of Computers

102

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

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

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

10.71 Lakhs

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

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

The Institution is fully under the aegis and administrative control of the Government of West Bengal. Development grant from the Government is one of the major sources for procuring, augmenting educational resources like books, journals, laboratory consumables and library resources. Upon receiving of such grants a meeting is conducted by the Principal/Officer-in-Charge with all the Heads of the Departments and the funds are distributed proportionately and/or as per requirement as far as practicable. Quotations are invited from the vendors. The advertisements are published as per the Government norms. The procedures which the college follows are listed below:

1. The required maintenance work is mainly performed by the Public Works Department (PWD), Govt. of West Bengal.
2. The college has engaged in-house staff for maintaining hygiene, cleanliness.
3. Some of the physical and infrastructural facilities and equipment of the college are under annual maintenance contracts, to ensure optimum working condition.
4. Internet and computer related issues are brought to notice of the designated agency.
5. A stock register for the available equipment is well maintained by every department and is also audited from time to time.
6. Periodic reporting of the requirements for the repairs and maintenance works are submitted by the HoDs to the college administrative office. The office coordinates these issues with PWD, WB in concurrence with the Principal or Officer-in-Charge.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

6490

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefitted 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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

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

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

C. 2 of the above

File Description	Documents
Link to Institutional website	Nil
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

237

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

237

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

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

A. All of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

7

File Description	Documents
Self-attested list of students placed	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

183

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

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

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

10

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

3

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

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

The Students Council play a dynamic role in the academic and administrative activities of this college. They volunteer in acclimatising the newly admitted students in various college related activities. It is a democratically formed body, comprising of ten members. The Patron and Head: Dr. Shanta Mukhopadhyay (Officer-In-Charge), President, Vice-President, Treasurer are from teaching faculty.

Student Council have participated in various social welfare measures for the society, while upholding the stipulated protocols. They have adopted new social media platforms to better connect with students. The Student Council steps up to help any college related endeavour or activities for the benefit of the institution.

There is representation from the Students Council in the Governing Body and other such statutory bodies of the College. They also help the disadvantaged students at the time of admission and examinations, providing financial and academic aid from the Students Council Aid Fund. The Students Council propagates information about exam schedules, dates of form fill-up in the College and about various scholarships which the students can benefit through proper application. The Council plays the role of a benefactor, companion, and guide to the students at the College.

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

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

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

8

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

5.4 - Alumni Engagement

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

The college maintains an informal association of the alumni, which functions independent of the college authority. The Alumni Association has not been registered yet. Over the years, the stakeholder's look to develop a positive environment for the future expansion, guidance and networking of the college alumna/alumnus.

The Alumni Association maintains an independent bank account as a body corporate at Allahabad Bank/ Indian Bank under the name of Taki Government College Alumni Association, bearing A/c no 50452082908 and CIF No. 3026897706-7.

The Alumni Association constitutes an integral part of the college. The association is formed with the expectation that the

stakeholders will have a look out for its best interests. The Alumni Association is expected to contribute to the advancement of the institution, with its stakeholders forming an integral part of the society.

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

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

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

Taki Government College is situated in one of West Bengal's fringe district the 24-Parganas (North), where the students mainly come from marginalized agrarian families. The institution aims to provide wholesome education to all by creating a teaching-learning environment commensurate with the specific learning needs and challenges of the students and nurtures the spirit of inclusiveness. The college also provides proper guidance to students through personality and soft-skill development programs and career counseling sessions. The college encourages students to avail the benefits of different scholarship schemes which provide them the necessary financial support. The institution also offers free-ships and financial assistance to students of economically weaker section of society through Students' Aid Fund for pursuing college education. The female students are entitled to the Kanyashree scholarship alongside other mentioned scholarships. The college is active in taking up several gender sensitization programs, and making campus safe and comfortable for female students. This institution, keeping in tune with its vision mission-priority-thrust initiatives aims to inculcate knowledge and human values within the students' minds and encourage these

young aspirants to evolve into responsible future citizens of this country.

File Description	Documents
Paste link for additional information	https://www.tgc.ac.in/index.php?option=com_content&view=article&id=49&Itemid=0
Upload any additional information	No File Uploaded

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

Taki Government College, being a Government Institution, functions under direct authoritative supervision of Education Directorate (ED), which exerts jurisprudence with that of Department of Higher Education (DHE), Govt. of WB. In academic matters, the College is guided by the affiliating West Bengal State University's statutory academic stipulations to the extent ratified, and earmarked by the ED and the DHE. The Head of the Institution, the Principal/Officer-in-Charge, is responsible for implementation of all academic and administrative policies of the Government. The Principal also acts as the DDO of the Institution, and monitors the financial matters of the College.

The College practices decentralization and participative management. All major academic decisions are taken only after due discussion in Teachers' Council (TC). All academic affairs are carried out by the different TC sub committees constituted by the Principal in coordination with Teachers Council Secretary (TCS). Along with the teachers, the support staff members and student representatives are also included in certain selected committees and cells. Teacher representatives in the Governing Body and the IQAC contribute significantly in setting and implementation of institutional goals. Feedback is collected from the stakeholders and analyzed and steps are taken on the basis of the feedbacks received.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC of the college always puts emphasis on enhancement of teaching-learning experience for the students and strives to make it as inclusive and enjoyable for the students. Necessary preparations and planning were initiated regarding the introduction of 4-Year Undergraduate Programmes (NEP, 2020) under the new Curriculum and Credit Framework for Undergraduate Programmes from the ensuing 2023-24 session. For upgradation of infrastructure, new equipment/instrument to the tune of Rs. 5,37,772/- has been procured as per a proposal of the College, sent originally to the Government in the month of July, 2021.

Various career-oriented upskilling programmes and invited special lectures were organized for the benefit of the students. In the spirit of inter-institutional collaboration and for providing increased infrastructural support and academic exposure to the larger student community Memorandum of Understanding (MoU) was executed with twelve peer-institutions in the district. A grant of Rs. 1 (One) Crore from MPLAD fund (Rajya Sabha) was received for a proposed new building of Taki Government College. Soil test was conducted on the land parcel beside Annex Building of Taki Government College and the proper requisition for a G+3 building in the specified format was sent to the Executive Engineer, PWD Social Sector for preparation of a vetted plan estimate.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.tgc.ac.in/images/tgc_0001-2022-23.pdf
Upload any additional information	No File Uploaded

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

The College functions under the aegis of the Education Directorate (ED) with concurrent guidance of the Department of Higher Education (DHE), Government of West Bengal. The ED, in consonance with the HE, frames Educational Policies and does long-term planning for institutional growth and development

albeit taking suggestions from the Institution. The DHE along with ED directly oversees the financial aspects of the Institution and provides Salaries, Development Grants under various Planned and Non-planned heads and further delves into different aspects of administration. The combination of DHE and ED also controls matters relating to appointments, promotions, transfers and allied aspects of Employees of the College. Curriculum, examination pattern and modalities are determined by the affiliating university (West Bengal State University).

Head of the institution, the Principal, does primary liaison with the regulating & controlling organs, the DHE, the ED, the Governing Body and the affiliating university. The institution functions according to the principles of democratic and participative management. In all academic, administrative or financial matters, the Principal seeks suggestions from every stakeholder. Principal is supported by the governing body in deciding major issues related to infrastructural development and other critical aspects for the well being of the college.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://www.tgc.ac.in/pdf/naac/organogram_taki.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination **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	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

For Teaching Staff- •West Bengal Health Scheme For All Employees And Pensioners Cashless Medical Treatment Scheme, 2014. •Leave Travel Concession (LTC) •Facility for e-Library •Staff Quarters •GPF loan

For Non-teaching staff- •West Bengal Health Scheme For all Employees And Pensioners Cashless Medical Treatment Scheme, 2014. •Low budget canteen •Festival Bonus (for Group D employees), •Staff Quarters •GPF loan Students • Facility for Library • Low budget Canteen •Students coming from backward, minority and financially weaker fraternities of the society enjoy several scholarships like Aikyashree, SC-ST -OBC Scholarships, Swami Vivekananda Merit cum Means Scholarship sponsored and funded by Government of West Bengal. In addition, the girl students of the college benefit from Government incentive scheme Kanyasree (K2 for Undergraduate Students and K3 for Post graduate students). In this session, approximately 6492 students avail these scholarships. •. Free medical care from Students' Health Home Kolkata •Facility of educational loan under Students Credit Card Scheme of the Government of West Bengal

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

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

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

0

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

0

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

7

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

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

As the institution is governed by the Government of West Bengal, the teaching staff members have to submit their appraisal online in the form of SAR which is thoroughly cross checked via hierarchical cadre administration system. For career advancement of the teaching and non-teaching staff, there is Performance Appraisal System. The Performance Appraisal System for teaching and non-teaching staff strictly follows the Government Guidelines vide (G.O. No. 1196-Edn(A)/5P-90/12 dated 31.12.12, Memo No. ED-104/2013 dated 18-02-2013, Memo No. Ed 293/2013, 07.05.2013, Memo No. ED-049/2016/OM-38L/2016 dated 03-03-2016 and 198-EH/ (CG)/ (A) 5P-90/12 (Pt) dated 07.12.2017 of the Government of West Bengal). For career advancement of the teachers the applications are verified and checked by the IQAC and the Principal and then forwarded to the Screening/Selection Committee comprising of the Government Nominee and the Subject Experts from the affiliating University. The Screening/Selection Committee verifies the applications, and sends them to the Department of Higher Education, Government of West Bengal for necessary action. The Performance Appraisal System of non-teaching staff is followed as per the West Bengal Service Rules. During the academic session 2022-23 the files of fifteen faculty members for promotion to the next higher grade/level were verified by the Government/University appointed Screening/Selection Committee and sent to the Government for necessary action.

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

6.4 - Financial Management and Resource Mobilization

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

- **External Audit of the Institution:** - Funds received from State Government and their receipt and payment ledgers are audited by the Principal Accountant General, Government of West Bengal regularly. The last external audit was carried out between 08.04.2021 to 23.04.2021 by the audit team of the Office of the Principal Accountant General (G SS Audit) WB, Kolkata verifying all financial transactions up to March, 2021.

- **Internal Audit of the Institution:** Physical verification of assets is done randomly every year. Internal audit of all the stocks, assets and allied registers are performed by the teachers of the concerned departments, and similarly all the stocks, assets and allied registers of the College Central Library are carried by the Librarian and Library committee member (teachers from various departments) and staff members of the Library. Last internal audit of PG department of English was done on 10/03/2023 and that of the PG Department of Bengali was done on 29/06/2022. Last internal audit of all other the departments and Central Library of the stock books, bills and vouchers was done in 2017.

- All other gubernatorial grants obtained from UGC, DST are audited by registered Chartered accountants and audited utilization certificate are submitted to the respective agencies in due time. Compliance to any objections is immediately taken care of and the compliance reports are preserved in the office for future references.

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

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

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

0

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

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

Being a Government institution, the source of funds is from the Government of West Bengal. The salary component of funds is fully under the jurisdiction of the Government of West Bengal. Excluding the salary component, the institution applies to the government for administrative approval stating the justification and the fund requirement for academic, physical and support facilities.

The "Central Purchase and Tender Committee" performs all activities such as inviting tender/quotations, preparing comparative statement and payments strictly following the Government Guidelines in all purchases. The college had sent a proposal to the Government on 19.07.2021, for 'Purchase of Laboratory Equipment, Apparatus under Development Grant' for the Departments of Chemistry, Physics, Zoology, and English and new equipment/instrument to the tune of Rs. 5, 37,772/- has been procured and Utilization Certificate for the same has been submitted. A grant of Rs. 1 (One) Crore from MPLAD fund (Rajya Sabha) was received for a proposed new building of Taki

Government College. Soil test was conducted on the land parcel beside Annex Building of Taki Government College and the proper requisition for a G+3 building in the specified format was sent to the Executive Engineer, PWD Social Sector for preparation of a vetted plan estimate.

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

6.5 - Internal Quality Assurance System

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

Since its establishment, IQAC of Taki Government College initiated and institutionalized a number of quality assurance and enhancement strategies, like regular arrangement of departmental seminars and workshops, organization of outreach programs, encouraging the faculty members towards research through procurement of instruments etc. As per suggestion of IQAC several programmes were organized by the Career Counselling and Placement Cell of the College like seminars, workshops, interactive session, and a recruitment drive through SBI Life. The departments organized seminars and workshops. Many eminent speakers from academic fields and beyond were invited by several departments. During the current year academic audit of the applications of 15 faculty members for promotion under the Career Advancement Scheme was completed by IQAC. Several initiatives were taken to explore avenues for augmentation of physical infrastructure. Pursuant to an award of a grant of Rs. 1 (One) Crore from MPLAD fund (Rajya Sabha) for a proposed new building of Taki Government College, significant steps have been taken to ensure construction of the new building by utilising the said grant. Memorandum of Understanding (MoU) were executed with twelve peer-institutions to augment infrastructure through sharing of resources. On IQAC's recommendation the College NSS Unit adopted a local village named Kathari, as a part of social outreach programme.

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

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

In order to prepare for planned introduction of 4-Year Undergraduate Programmes (NEP, 2020) under the new Curriculum and Credit Framework for Undergraduate Programmes from the ensuing 2023-24 session a NEP related Committee was formed on the basis of recommendation by IQAC. Approval for new courses under Multi-Disciplinary Courses (MDCs) were secured, optimal choices were provided to the applicants regarding new courses, class-timings were increased to accommodate the new courses, allotments through master-routine were carefully done . To procure high-end equipment and instruments for various the college had sent a proposal to the Government on 19.07.2021, and. eventually, new equipment/instrument to the tune of Rs. 5, 37,772/- has been procured . The IQAC encouraged the departments and the career counselling cell to organize seminars/webinars and employability training programs for students to upgrade their skills. For the enhancement of the teaching learning process the IQAC encouraged preparation of study materials by the teachers and use of power point presentation in the classrooms, smart boards, etc. To inculcate the spirit of inter-institutional exchange of resources collaboration Memorandum of Understanding (MoU) were executed with twelve peer-institutions in the district.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality

C. Any 2 of the above

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

File Description	Documents
Paste web link of Annual reports of Institution	www.tgc.ac.in/images/tgc_0001-2022-23.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Topics on Gender and Feminism are a part of the syllabus in our humanities and social science departments to help gradually instil gender sensitisation among our students. At present Six departments deal with Gender related issues and topics as part of their General electives, Honours and Post-graduate syllabus. Five Departments viz. Bengali, Philosophy, History, Political Science, and English deal with gender issues in their Honours and General papers. The gender related topics that are taught are extremely varied and include the following areas; studies on feminism, literature and nonfictional works by women authors; writings on or about women by well known authors; gender as a social issue and sociology of gender; gendered inequalities, education and politics; women's empowerment and empowerment policies, democratic awareness through legal literacy, social issues and movements in India; and women studies in India. These courses draw the attention of students as to how gender ideologies play a major role in defining gendered relations in the place of work, in the field of politics on the one hand and in giving rise to situations of gender violence on the other. Topics on Feminist theory, Western-Indian Feminism as well as issues addressing reservation of women in grass root democracy

in Indian polity are also emphasized in the different curricula.

Link for Gender Sensitization Programme by WDC: chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.tgc.ac.in/pdf/iqac/7.1.1_Gender%20Sensitization%20Programme%20by%20WDC_22-23.pdf

File Description	Documents
Annual gender sensitization action plan	https://www.tgc.ac.in/pdf/naac/7.1.1_gender_in_syllabus.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.tgc.ac.in/pdf/naac/7.1.1_safety_and_security.pdf

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

C. Any 2 of the above

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

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

Pollution is a menace to humanity. Being a major source of pollution, proper management of solid waste, E-waste and Lab waste is of utmost importance for any healthy organization and society.

Solid waste management & Waste recycling system:

1. Waste boxes were kept in each and every corner of the college and handled by the concerned employees of the college.
2. Washroom chambers are vacated periodically through Civic

Services to proximal dumping ground for consequent biofertilizer.

3. Washrooms are being regularly sanitized using eco-friendly chemicals.

4. Periodic awareness campaigns for all stakeholders.

5. Waste papers and materials are recycled or disposed through proper mechanism.

6. The hostel kitchen wastes are categorized and appropriately managed.

E-Waste Management: E-Wastes are kept in a separate isolated and unexposed area to prevent environmental pollution as well as allied hazards. The college administration always encourages recycling and vendors are encouraged to recycle usable parts of discarded e-waste materials.

Liquid waste management: Waste chemicals in the chemistry laboratories are properly disposed.

Green Campus Initiatives: Green initiatives like planting of trees are taken to make the campus eco-friendly. Care is taken to reduce paper wastage and substituting softcopies wherever possible.

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

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

D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

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

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

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

C. Any 2 of the above

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

D. Any 1 of the above

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

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

The institution is committed to maintaining diversity in the student profile to uphold the mandate of inclusive education. Under the Government admission policy, reservation of seats applies to SC, ST, OBC-A(Minority), OBC-B, and Physically Challenged (PC) categories. A nominal fee structure for all students allows quality education for economically challenged ones. Departments work sincerely to cater to the needs of first-generation learners from socially challenged backgrounds and also organize remedial classes for slow learners. The Institution has constituted an "Equal Opportunity Cell" comprising teachers and non-teaching staff to cater to the needs of all students irrespective of religion, caste, class, and gender. Picnics, cultural programs, and the celebration of the spring season bind the teachers and students in mutual harmony.

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

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

The institution takes initiatives to sensitize students and employees towards the values, duties, rights, and responsibilities of citizens.

- An IPR seminar titled "Exploring the power of Intellectual Property Rights" was held in offline mode on 26th August 2023 at 12 noon. The speaker was Dr. Ruksanara Begum, Associate Professor of Geography, Barasat Government College, Barasat, North 24 Parganas.
- An online quiz competition was organized on 15th August 2022 jointly by the Department of History, Central Library & IQAC of Taki Government College and S.B.S. Government College as a celebration of the 75th year of Indian Independence. The topic of the quiz competition was the "Indian Freedom Movement".
- Vaccination program for students of Taki Govt. College was

also organized by our college in collaboration with Higher Education Department and Department of Health, Government of West Bengal on 17th and 18th of August, 2022 in our college premises.

- An awareness program on eye donation in collaboration with 'Taki Netralok chakkhu Sangraha Kedra' was organized by Taki Govt. College on 5th January 2023 at 12 noon. Energetic participation of Teaching, non-teaching staff, and students was shown in a road rally for this awareness program in the nearby areas of our college.
- The Institution also celebrated Independence Day, Republic Day, Foundation Day etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://tgc.ac.in/pdf/igac/Sensitization%20programme%20for%20students-2022-23.pdf
Any other relevant information	Nil

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

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	No File Uploaded
Any other relevant information	View File

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

Every year, Taki Government College organizes national and international commemorative events, festivals, and days on its campus. During the academic session 2022-23, the college celebrated several events, including Independence Day, Teachers' Day, National Eye Donation Week, Republic Day, International Mother Language Day, International Women's Day, and Rabindra Jayanti. To celebrate these occasions, various cultural programs, quiz competitions, seminars, and other activities were organized by the college's Cultural Committee, Women Development cell, IQAC, and other departments.

Our Officer-in-Charge, Dr. Shanta Mukhopadhyay, hoisted the flag on Independence Day and Republic Day. Again, to celebrate the 75th Independence Day of India (Azadi ka Amrit Mahotsav), an online quiz competition on the Indian Freedom Movement was jointly organized by the Department of History, Central Library, and IQAC of Taki Government College and S.B.S. Government College, Hilli.

During National Eye Donation Week, the members of Taki Netralok Eye Collection Centre delivered a lecture on eye donation in the seminar hall of Taki Government College on 08.09.2022.

Furthermore, to celebrate International Women's Day, the Women Development Cell and Cultural Committee organized a seminar where renowned writer, Suddhasattwa Ghosh, delivered an invited lecture.

Finally, Teachers' Day, Rabindra Jayanti, and International Mother Language Day, various cultural programs were organized by

the Cultural Committee and Department of Bengali.

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

TITLE OF THE PRACTICE: Water Conservation Awareness Campaign by Geography Department of Taki Govt. College.

Best Practice: II

TITLE OF THE PRACTICE: Publication of Magazines by students of various Departments of Taki Govt. College.

File Description	Documents
Best practices in the Institutional website	https://www.tgc.ac.in/pdf/BEST_practices_2022-23.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Taki Government College, established in 1950, has developed into one of the premier institutes of the state. Since inception it has aimed to impart holistic education to the locality. Being a government institution, it takes special care in providing

Government scholarships, over and beyond the regular scholarships, such as Kanyasree, Vivekananda Merit cum Means, Aikyasree etc. The college attracts the achievers of the region as it has an unwavering history of nurturing excellent human resources through its competent teaching faculties and infrastructural support. The admission criteria is set as per Government regulations, and the college caters to socially and economically marginalized students, including plenty of students from minority communities.

Post-admission, all the students are oriented about preventing the menace of ragging through initiatives by Anti-Ragging Cell of the College and various grievance redressal committees of the college. All through the year, the students are oriented by the Career Counseling and Placement Cell elaborately wherein renowned experts are invited to deliver orienting lectures and need-based tips for further career building. In addition, students are always encouraged to foster social harmony, participate in festivals of all faiths and in events like Foundation Day, Teacher's Day celebration, Social outreach endeavors, NSS programs etc.

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

As the College is affiliated to the West Bengal State University, it strictly adheres to the academic calendar and CBCS curriculum set forth by the University. The College takes all initiatives to ensure that the curriculum of each and every course is effectively and timely delivered. At the onset, the College prepares its - i) Academic Calendar; ii) Central Routine and forms different committees related to curriculum planning and implementation. Based on the Central Routine, each Department prepares, shares its Routine among the students mentioning the exact time and venue of classes as well as the topics to be taught by the faculties.

The College puts the curriculum into practice by assessing student progress and providing support to slow learners as needed. The class lectures are made effective with the help of ICTs. Regular class tests, Tutorials and Remedial Classes are conducted. As a part of the curriculum, many Departments (mainly Science) organize Field Visit/Institutional visit for experiential learning. To complement the curriculum assignments, projects etc. are conducted and student seminars, guest lectures, different co-curricular and extra-curricular activities are organized. Collecting and analyzing data on student achievement, keeping an eye on their differing capabilities, gathering feedback from teachers and students, and conducting formal evaluations are regularly done.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://www.tgc.ac.in/index.php?option=com_content&view=article&id=222&Itemid=0

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

The Academic Calendar, one of the most important documents of the College, is prepared following the declared calendar of the affiliating University. The Academic Calendar sketches the tentative dates of (i) commencement of classes, (ii) Internal Assessments, (iii) University Examinations, (iv) list of holidays, (v) major College events, like Annual Sports, College Foundation Day Celebration & Annual Prize Distribution and other Cultural events, (vi) Parent-Teacher Meetings etc. It also provides the tentative schedule of Continuous Internal Evaluation (CIE) and also keeps provision for the Tutorial and Remedial Classes. The College gives utmost priority to ensure maximum compliance to the schedule mentioned in this Academic Calendar.

As part of the Continuous Internal Evaluation, different Examination Committees are formed to conduct the Internal and External Examinations. For the betterment of students' performances, remedial/tutorial classes are taken and frequent class tests, revision tests are conducted. Departments also provide study materials/reference books particularly to the slow learners. Students can freely interact with their teachers who look after their progress and their all-round development. The records of the marks obtained by the students in the Internal and External Examinations are preserved by the Departments. The IQAC acquires data from all the Departments to assess overall institutional academic progress.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.tgc.ac.in/index.php?option=com_content&view=article&id=222&Itemid=0

<p>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</p>	<p>A. All of the above</p>
--	-----------------------------------

**Development of Curriculum for Add on/
certificate/ Diploma Courses Assessment
/evaluation process of the affiliating
University**

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

1.2 - Academic Flexibility

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

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

17

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

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the

total number of students during the year

16

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

1.3 - Curriculum Enrichment

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

The college's humanities departments include courses designed to increase students' awareness of and understanding of the law and the administration of justice as well as to fortify their commitment to human rights. Aside from that, courses are meant to educate students about the ways in which institutionalization and socialization processes uphold gender roles in social, political, and cultural domains within the framework of various social institutions. The courses in the Postgraduate departments of English and Bengali literature introduce the students the rich body of women's writing. While the background studies provide a literary, historical and sociological context for the study of women's literature, the texts themselves comprise fiction, poetry, and critical theory from Western as well as Indian feminist canons. The Department of History, Taki Government College, abides by the CBCS curriculum which addresses various issues regarding gender, position of women, female education, women emancipation and their empowerment, participation of Indian women in the nationalist movements. In the Science departments Environmental Science is offered as one of the topics for Ability Enhancement Compulsory Course in Semester-I and Semester-II under the CBCS Curriculum of B.Sc. in Physics, Chemistry, Zoology, Botany (Honours and General) and Ecology core course in Zoology.

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

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

11

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

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

4202

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the **A. All of the above**

syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://www.tgc.ac.in/pdf/naac/Feedback%20Summary%20report%20Final-sent%20feb%202024.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.tgc.ac.in/pdf/naac/Feedback%20Summary%20report%20Final-sent%20feb%202024.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

2989

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST,

OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

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

2033

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

During this period classes were taken offline mode. Class routine has been provided to the students from time to time. Slots for tutorial classes have been allotted to assist aspiring students. Taki Government College caters to a lot of first generation learners, few of them being academically backward students. Special care and affection was needed and financial support was necessary as well. Teachers gladly took this responsibility and extended their cordial and spontaneous support to the under-privileged students through personal correspondence through special classes. Economic support was provided to both academically weaker yet bright students. Academically bright students were taken care of through sharing of advanced study materials as well as special offline classes, as and when applicable. Considering the remote dwelling place of students, extra classes were allotted for the better students who are preparing for different examinations other than the ones related to the curriculum but focused towards job placements or/and entrance examinations for higher education.

File Description	Documents
Paste link for additional information	Nil
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
6904	64

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Regular practical classes were arranged by the science departments where students were given hands on experience on the learnings both from the curriculum, and in some cases something additional. A student's perception towards society is in the essence of experiential learning. PG departments took initiative to enhance this perception through PG dissertations. Two sample copies of dissertations during this year are attached herewith. Practical classes were conducted with extreme care to ensure complete participative learning. Few departments have arranged problem solving classes for entrance examinations like IIT-JAM, NBHM, ISI etc. which overall engaged the students' analytic and problem solving abilities and make them sharper. In addition, few departments have also conducted excursions for the students. Glimpses of the practical classes and excursion were given in additional information. Student seminars have been organized by the respective departments for the betterment of them. Seminar details organized by department of Physics and Chemistry have been attached here as representative examples. Students from various departments are also encouraged to publish Student Magazine. Few of these details are have been enclosed here. Apart from this, Department of History and IQAC of our college have organized an online quiz competition on 15th August 2022 in collaboration with Department of History and IQAC, of S.B.S. College, Hili Lots of Students have spontaneously participated in the event to make it a grand success.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

Laptops, LCD Projectors, Graphic tablets like Wacom, Smart Tvs and Smart Classrooms were also used by teachers as ICT enabled tools in addition with traditional teaching tools like chalk-board, pen-paper etc. in order to share knowledge in a more compact way. Wherever necessary, presentation slides were shared with the students for reference. Moreover, teachers often formed whatsapp groups of the students and encouraged them to clarify their doubts there besides the classroom. Youtube links, website links for lecture videos, e-books and other kind of study materials were also shared through these platform. The college provided a portal where teachers uploaded their regular class notes and study material.

File Description	Documents
Upload any additional information	No File Uploaded
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

64

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
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

64

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

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

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

36

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

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

2.4.3.1 - Total experience of full-time teachers

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Internal examination timing is mentioned in the academic calendar of the institution. Academic calendar is published in the very beginning of the academic session. The time span mentioned there is concurrent with that of the affiliating university. Hence, the students get all the necessary information regarding internal assessment well ahead of time to prepare themselves smoothly for the examination. The answer scripts are then evaluated and scrutinized with extreme care and importance and the marks are uploaded to the official portal of our affiliating university, within a stipulated time span. Internal assessments are conducted once every semester. Moreover, teachers often conduct class tests time to time to ensure continuous progression of the students. Dates of internal examinations conducted by all the departments are attached here. Also, the official notice, attendance sheets of three representative departments as sample copy and the pictures describing the procedure of marks uploading in the interface portal of our affiliating university are enclosed here.

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

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

No such grievance regarding internal assessment has been received yet. However, if any incumbent from any department failed to appear on the date of internal examination due to

some valid reasons,he/she was given a second chance to reappear on the internalexamination within the stipulated time frame set by the university.Although, number of such candidates from various arts and sciencedepartments is relatively not high.

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

2.6 - Student Performance and Learning Outcomes

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

Taki Government College is an affiliated college under West Bengal State University (WBSU), and all UG programmes and courses have been designed by the university itself where as the college runs two autonomous PG courses in Bengali and English. All UG programme and course outcomes are, therefore, part of the University curriculum. The programme of study offered by each department, course material and learning outcomes of all UG courses are clearly displayed on the college website. At the beginning of the academic session, the program and course outcomes of all the courses have been clearly and minutely discussed with the students by the respected faculty members through a Teacher-Student Orientation Program organized by the college authority. Moreover, syllabi of the courses offered in UG programme are available with each academic department as well as website of affiliating University. The teaching plan of the curricula is available at each department and the "BanglarUccha Siksha portal".

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.tgc.ac.in/pdf/naac/1652189557323_AQAR-Docu-2-6-1-PO-PSO-and-CO-TGC.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.

Taki Government College evaluated the attainment of programme outcomes, programm specific outcomes and course outcomes during the year through internal exams, end-semester exams, assignment, presentations, viva-voce exams and others, following notifications issued by WBSU. The students displayed a significant success for this academic year and even rate of students progression to higher education is noteworthy.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.tgc.ac.in/pdf/naac/1652189557323_AQAR-Docu-2-6-1-PO-PSO-and-CO-TGC.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

1133

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	http://tgc.ac.in/pdf/naac/AQAR%202.6.3%202022-23.pdf

2.7 - Student Satisfaction Survey

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

<https://tgc.ac.in/pdf/igac/AQAR%202.7.1%202022-23.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)

Nil

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

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

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

0

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

3.2 - Innovation Ecosystem

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

Taki Government college is located at the bank of the river Ichhamati and nearby a local Mangrove forest namely "Golpatar Jungle". It is filled with the mangrove species called Golpata (*Nypa fruticans*). The famous Sundari trees (*Heritiera fomes*) are also present here. For this reason, this eco-park may be regarded as the gateway to Sundarban. Since this 'Jungle' is located on the south of tropic of cancer, it is classified as tropical moist evergreen forest.

The vegetation in this region is largely composed of mangrove and mangrove associated species. Considering the richness of mangrove floras, the area offer habitat to a variety of species. Research on this area can then be applied to the Sundarban area and its optimum utilisation and conservation of mangrove ecosystem will contribute to the community as a whole. Keeping this in mind, our College has taken an

initiative to survey this nearby ecosystem and create a Local Study Centre of Mangrove Ecosystem. Students from the departments of Zoology, Botany and Geography have visited Golpata forest and their studies on Mini- Sundarbans have helped them in gaining an on-field preliminary knowledge of the ecosystem. These have contributed in sustaining an ecosystem involving transfer of knowledge.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.tgc.ac.in/images/INTELLECTUAL-PROPERTY-RIGHTS-TGC.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

0

File Description	Documents
URL to the research page on HEI website	https://www.tgc.ac.in/index.php?option=com_content&view=article&id=206&Itemid=0
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

19

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

06

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

Taki Government College in collaboration with Taki Netraloke Eye Collection Centre organized an awareness program on eye donation involving the students as well as teaching and non-teaching staffs of the college. The awareness program consisted of two parts - i. Observation of National Eye donation Week - an invited lecture by the delegate from Taki Netraloke eye collection centre ii. An awareness campaign in association with Taki Netraloke Eye Collection Centre.

Taki Netraloke Eye Collection Centre is an eye hospital financially supported by Dighir Ganguly Foundation Trust. Primary objective of the Seminar and parade was to make people as well as students aware of the importance of eye donation. Officials from Taki Netraloke Eye Collection Centre delivered a lecture on the importance of eye donation. About 72 students and 15 faculty members of the college were present in the seminar. The parade was accompanied by two of the members of Taki Netraloke Eye Collection Centre. An announcement on eye donation, its procedures and importance was done through microphone. About 19 teachers and 98 students participated in this awareness parade. The procession started from the gate of Taki Government College and moved in the adjacent areas of Taki.

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

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

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

0

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

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

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

04

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

370

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

6

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

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

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

13

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.

Taki Government College has grown organically since 1950 and it caters to a large geographical catchment area. In recent years the student intake has been increased due to affirmative policies of the Government. Showing a progressive growth in intake, each academic year more than 2800 new students are becoming part of the teaching learning process. Considering these factors, the number of classes and laboratories (35+ 09 = 44 in number) and computers (102 in

number) may seem inadequate despite of taking several measures. Classes for BA Programme Course are conducted in the Morning session and classes for B.A Honours, B.Sc. Honours and B.Sc. Programme Course are conducted in the Day session to ensure judicious utilization of available infrastructural facilities. Practical sessions for Physics and Chemistry are conducted in multiple batches. The master routine ensures that a course having large group of students is provided with larger classrooms, and faculties take the assistance of microphones. Pursuant to an assurance of allotment of Rs. 1 Crore under MPLAD Fund for a new building by the Honourable Chief Minister of West Bengal on 30.11.2022, the formal recommendation of Rajya Sabha MP Shri Luizinho Feleiro has been received by the College on 21.02.2023. As the fund will be released on receipt of a vetted plan estimate of PWD, necessary works to this end has been initiated by the PWD Social Sector.

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

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

Lack of a large contiguous land parcel is a legacy issue since the inception of the College. However, the institutional playground within the college premises (in front of the Geography Department) is adequate for games like volleyball, badminton, and for conducting minor sports events etc. It can even accommodate practice sessions for football, cricket etc. For indoor games like Table Tennis, Carrom etc. students' common room can be utilized. Cultural and recreational programme are usually arranged in the Seminar Hall or in the newly constructed Room No. 30. Occasionally, the local auditorium of the Taki Municipality is also availed for larger congregations. For Annual Sports Meet and other team-events, one large playground, maintained by a local club named 'Aryan Club', is availed free of cost.

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

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

11

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

5.37 Lakhs

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

4.2 - Library as a Learning Resource

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

Name of ILMS software - Koha

Nature of automation - Partially

Version - 3.16.2003

Year of Automation - 2016

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

D. Any 1 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)

0.059

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

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

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

34

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

While the shortcomings of the traditional methods of teaching- learning process have been exposed during the Covid-19 pandemic, it has imparted a valuable lesson about creating a robust IT infrastructure to offset the disruptive influences in the future. Currently, all the departments and the College office are well connected with high-speed broadband internet either through wired or wireless mode. However, there is a minor hindrance in this regard in connection with the availability of adequate funds. This College is under direct supervision of Higher Education Department, Govt. of West Bengal and all expenditures are subject to approval of competent authorities. Hence the College cannot independently upgrade its IT facilities including the Wi-Fi facility. However, the College sends proposals to the Government for upgrading physical and digital infrastructure from time to time. For this year, the College had received Rs. 98,400/- on 27.03.2023 from State Government for AMC contract for connectivity of network. There is also an issue over the jammers used by local BSF authorities, resulting in poor telecom connectivity in this remote locality, over which the College has little control.

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

4.3.2 - Number of Computers

102

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

10.71 Lakhs

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

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

The Institution is fully under the aegis and administrative control of the Government of West Bengal. Development grant

from the Government is one of the major sources for procuring, augmenting educational resources like books, journals, laboratory consumables and library resources. Upon receiving of such grants a meeting is conducted by the Principal/Officer-in-Charge with all the Heads of the Departments and the funds are distributed proportionately and/or as per requirement as far as practicable. Quotations are invited from the vendors. The advertisements are published as per the Government norms. The procedures which the college follows are listed below:

1. The required maintenance work is mainly performed by the Public Works Department (PWD), Govt. of West Bengal.
2. The college has engaged in-house staff for maintaining hygiene, cleanliness.
3. Some of the physical and infrastructural facilities and equipment of the college are under annual maintenance contracts, to ensure optimum working condition.
4. Internet and computer related issues are brought to notice of the designated agency.
5. A stock register for the available equipment is well maintained by every department and is also audited from time to time.
6. Periodic reporting of the requirements for the repairs and maintenance works are submitted by the HoDs to the college administrative office. The office coordinates these issues with PWD, WB in concurrence with the Principal or Officer-in-Charge.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

6490

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

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

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

0

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

C. 2 of the above

File Description	Documents
Link to Institutional website	Nil
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

237

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

237

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

7

File Description	Documents
Self-attested list of students placed	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

183

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

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

Civil Services/State government examinations)

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

10

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

3

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

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

The Students Council play a dynamic role in the academic and

administrative activities of this college. They volunteer in acclimatising the newly admitted students in various college related activities. It is a democratically formed body, comprising of ten members. The Patron and Head: Dr. Shanta Mukhopadhyay (Officer-In-Charge), President, Vice-President, Treasurer are from teaching faculty.

Student Council have participated in various social welfare measures for the society, while upholding the stipulated protocols. They have adopted new social media platforms to better connect with students. The Student Council steps up to help any college related endeavour or activities for the benefit of the institution.

There is representation from the Students Council in the Governing Body and other such statutory bodies of the College. They also help the disadvantaged students at the time of admission and examinations, providing financial and academic aid from the Students Council Aid Fund. The Students Council propagates information about exam schedules, dates of form fill-up in the College and about various scholarships which the students can benefit through proper application. The Council plays the role of a benefactor, companion, and guide to the students at the College.

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

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

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

8

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

5.4 - Alumni Engagement

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

The college maintains an informal association of the alumni, which functions independent of the college authority. The Alumni Association has not been registered yet. Over the years, the stakeholder's look to develop a positive environment for the future expansion, guidance and networking of the college alumna/alumnus.

The Alumni Association maintains an independent bank account as a body corporate at Allahabad Bank/ Indian Bank under the name of Taki Government College Alumni Association, bearing A/c no 50452082908 and CIF No. 3026897706-7.

The Alumni Association constitutes an integral part of the college. The association is formed with the expectation that the stakeholders will have a look out for its best interests. The Alumni Association is expected to contribute to the advancement of the institution, with its stakeholders forming an integral part of the society.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	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

Taki Government College is situated in one of West Bengal's fringe district the 24-Parganas (North), where the students mainly come from marginalized agrarian families. The institution aims to provide wholesome education to all by creating a teaching-learning environment commensurate with the specific learning needs and challenges of the students and nurtures the spirit of inclusiveness. The college also provides proper guidance to students through personality and soft-skill development programs and career counseling sessions. The college encourages students to avail the benefits of different scholarship schemes which provide them the necessary financial support. The institution also offers free-ships and financial assistance to students of economically weaker section of society through Students' Aid Fund for pursuing college education. The female students are entitled to the Kanyashree scholarship alongside other mentioned scholarships. The college is active in taking up several gender sensitization programs, and making campus safe and comfortable for female students. This institution, keeping in tune with its vision mission-priority-thrust initiatives aims to inculcate knowledge and human values within the students' minds and encourage these young aspirants to evolve into responsible future citizens of this country.

File Description	Documents
Paste link for additional information	https://www.tgc.ac.in/index.php?option=com_content&view=article&id=49&Itemid=0
Upload any additional information	No File Uploaded

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

Taki Government College, being a Government Institution, functions under direct authoritative supervision of Education Directorate (ED), which exerts jurisprudence with that of Department of Higher Education (DHE), Govt. of WB. In academic matters, the College is guided by the affiliating West Bengal State University's statutory academic stipulations to the extent ratified, and earmarked by the ED and the DHE. The Head of the Institution, the Principal/Officer-in-Charge, is responsible for implementation of all academic and administrative policies of the Government. The Principal also acts as the DDO of the Institution, and monitors the financial matters of the College.

The College practices decentralization and participative management. All major academic decisions are taken only after due discussion in Teachers' Council (TC). All academic affairs are carried out by the different TC sub committees constituted by the Principal in coordination with Teachers Council Secretary (TCS). Along with the teachers, the support staff members and student representatives are also included in certain selected committees and cells. Teacher representatives in the Governing Body and the IQAC contribute significantly in setting and implementation of institutional goals. Feedback is collected from the stakeholders and analyzed and steps are taken on the basis of the feedbacks received.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC of the college always puts emphasis on enhancement of teaching-learning experience for the students and strives to make it as inclusive and enjoyable for the students. Necessary preparations and planning were initiated regarding the introduction of 4-Year Undergraduate Programmes (NEP, 2020) under the new Curriculum and Credit Framework for Undergraduate Programmes from the ensuing 2023-24 session.

For upgradation of infrastructure, new equipment/instrument to the tune of Rs. 5,37,772/- has been procured as per a proposal of the College, sent originally to the Government in the month of July, 2021.

Various career-oriented upskilling programmes and invited special lectures were organized for the benefit of the students. In the spirit of inter-institutional collaboration and for providing increased infrastructural support and academic exposure to the larger student community Memorandum of Understanding (MoU) was executed with twelve peer-institutions in the district. A grant of Rs. 1 (One) Crore from MPLAD fund (Rajya Sabha) was received for a proposed new building of Taki Government College. Soil test was conducted on the land parcel beside Annex Building of Taki Government College and the proper requisition for a G+3 building in the specified format was sent to the Executive Engineer, PWD Social Sector for preparation of a vetted plan estimate.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.tgc.ac.in/images/tgc_0001-2022-23.pdf
Upload any additional information	No File Uploaded

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

The College functions under the aegis of the Education Directorate (ED) with concurrent guidance of the Department of Higher Education (DHE), Government of West Bengal. The ED, in consonance with the HE, frames Educational Policies and does long-term planning for institutional growth and development albeit taking suggestions from the Institution. The DHE along with ED directly oversees the financial aspects of the Institution and provides Salaries, Development Grants under various Planned and Non-planned heads and further delves into different aspects of administration. The combination of DHE and ED also controls matters relating to appointments, promotions, transfers and allied aspects of Employees of the College. Curriculum, examination pattern and

modalities are determined by the affiliating university (West Bengal State University).

Head of the institution, the Principal, does primary liaison with the regulating & controlling organs, the DHE, the ED, the Governing Body and the affiliating university. The institution functions according to the principles of democratic and participative management. In all academic, administrative or financial matters, the Principal seeks suggestions from every stakeholder. Principal is supported by the governing body in deciding major issues related to infrastructural development and other critical aspects for the well being of the college.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://www.tgc.ac.in/pdf/naac/organogram_taki.pdf
Upload any additional information	No File Uploaded

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

For Teaching Staff- •West Bengal Health Scheme For All Employees And Pensioners Cashless Medical Treatment Scheme, 2014. •Leave Travel Concession (LTC) •Facility for e-Library •Staff Quarters •GPF loan

For Non-teaching staff- •West Bengal Health Scheme For all Employees And Pensioners Cashless Medical Treatment Scheme, 2014. •Low budget canteen •Festival Bonus (for Group D employees), •Staff Quarters •GPF loan Students • Facility for Library • Low budget Canteen •Students coming from backward, minority and financially weaker fraternities of the society enjoy several scholarships like Aikyashree, SC-ST -OBC Scholarships, Swami Vivekananda Merit cum Means Scholarship sponsored and funded by Government of West Bengal. In addition, the girl students of the college benefit from Government incentive scheme Kanyasree (K2 for Undergraduate Students and K3 for Post graduate students). In this session, approximately 6492 students avail these scholarships. •. Free medical care from Students' Health Home Kolkata •Facility of educational loan under Students Credit Card Scheme of the Government of West Bengal

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

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

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

0

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

0

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

7

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

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

As the institution is governed by the Government of West Bengal, the teaching staff members have to submit their appraisal online in the form of SAR which is thoroughly cross checked via hierarchical cadre administration system. For career advancement of the teaching and non-teaching staff, there is Performance Appraisal System. The Performance Appraisal System for teaching and non-teaching staff strictly follows the Government Guidelines vide (G.O. No. 1196-Edn(A)/5P-90/12 dated 31.12.12, Memo No. ED-104/2013 dated 18-02-2013, Memo No. Ed 293/2013, 07.05.2013, Memo No. ED-049/2016/OM-38L/2016 dated 03-03-2016 and 198-EH/ (CG)/ (A) 5P-90/12 (Pt) dated 07.12.2017 of the Government of West Bengal). For career advancement of the teachers the applications are verified and checked by the IQAC and the Principal and then forwarded to the Screening/Selection Committee comprising of the Government Nominee and the Subject Experts from the affiliating University. The Screening/Selection Committee verifies the applications, and sends them to the Department of Higher Education, Government of West Bengal for necessary action. The Performance Appraisal System of non-teaching staff is followed as per the West Bengal Service Rules. During the academic session 2022-23 the files of fifteen faculty members for promotion to the next higher grade/level were verified by the Government/University appointed Screening/Selection Committee and sent to the Government for necessary action.

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

6.4 - Financial Management and Resource Mobilization

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

- **External Audit of the Institution:** - Funds received from State Government and their receipt and payment ledgers are audited by the Principal Accountant General, Government of West Bengal regularly. The last external audit was carried out between 08.04.2021 to 23.04.2021 by the audit team of the Office of the Principal Accountant General (G SS Audit) WB, Kolkata verifying all financial transactions up to March, 2021.

- **Internal Audit of the Institution:** Physical verification of assets is done randomly every year. Internal audit of all the stocks, assets and allied registers are performed by the teachers of the concerned departments, and similarly all the stocks, assets and allied registers of the College Central Library are carried by the Librarian and Library committee member (teachers from various departments) and staff members of the Library. Last internal audit of PG department of English was done on 10/03/2023 and that of the PG Department of Bengali was done on 29/06/2022. Last internal audit of all other the departments and Central Library of the stock books, bills and vouchers was done in 2017.

- All other gubernatorial grants obtained from UGC, DST are audited by registered Chartered accountants and audited utilization certificate are submitted to the respective agencies in due time. Compliance to any objections is immediately taken care of and the compliance reports are preserved in the office for future references.

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

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

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

0

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

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

Being a Government institution, the source of funds is from the Government of West Bengal. The salary component of funds is fully under the jurisdiction of the Government of West Bengal. Excluding the salary component, the institution applies to the government for administrative approval stating the justification and the fund requirement for academic, physical and support facilities.

The "Central Purchase and Tender Committee" performs all activities such as inviting tender/quotations, preparing comparative statement and payments strictly following the Government Guidelines in all purchases. The college had sent a proposal to the Government on 19.07.2021, for 'Purchase of Laboratory Equipment, Apparatus under Development Grant' for the Departments of Chemistry, Physics, Zoology, and English and new equipment/instrument to the tune of Rs. 5, 37,772/- has been procured and Utilization Certificate for the same

has been submitted. A grant of Rs. 1 (One) Crore from MPLAD fund (Rajya Sabha) was received for a proposed new building of Taki Government College. Soil test was conducted on the land parcel beside Annex Building of Taki Government College and the proper requisition for a G+3 building in the specified format was sent to the Executive Engineer, PWD Social Sector for preparation of a vetted plan estimate.

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

6.5 - Internal Quality Assurance System

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

Since its establishment, IQAC of Taki Government College initiated and institutionalized a number of quality assurance and enhancement strategies, like regular arrangement of departmental seminars and workshops, organization of outreach programs, encouraging the faculty members towards research through procurement of instruments etc. As per suggestion of IQAC several programmes were organized by the Career Counselling and Placement Cell of the College like seminars, workshops, interactive session, and a recruitment drive through SBI Life. The departments organized seminars and workshops. Many eminent speakers from academic fields and beyond were invited by several departments. During the current year academic audit of the applications of 15 faculty members for promotion under the Career Advancement Scheme was completed by IQAC. Several initiatives were taken to explore avenues for augmentation of physical infrastructure. Pursuant to an award of a grant of Rs. 1 (One) Crore from MPLAD fund (Rajya Sabha) for a proposed new building of Taki Government College, significant steps have been taken to ensure construction of the new building by utilising the said grant. Memorandum of Understanding (MoU) were executed with twelve peer-institutions to augment infrastructure through sharing of resources. On IQAC's recommendation the College NSS Unit adopted a local village named Kathari, as a part of social outreach programme.

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

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

In order to prepare for planned introduction of 4-Year Undergraduate Programmes (NEP, 2020) under the new Curriculum and Credit Framework for Undergraduate Programmes from the ensuing 2023-24 session a NEP related Committee was formed on the basis of recommendation by IQAC. Approval for new courses under Multi-Disciplinary Courses (MDCs) were secured, optimal choices were provided to the applicants regarding new courses, class-timings were increased to accommodate the new courses, allotments through master-routine were carefully done . To procure high-end equipment and instruments for various the college had sent a proposal to the Government on 19.07.2021, and. eventually, new equipment/instrument to the tune of Rs. 5, 37,772/- has been procured . The IQAC encouraged the departments and the career counselling cell to organize seminars/webinars and employability training programs for students to upgrade their skills. For the enhancement of the teaching learning process the IQAC encouraged preparation of study materials by the teachers and use of power point presentation in the classrooms, smart boards, etc. To inculcate the spirit of inter-institutional exchange of resources collaboration Memorandum of Understanding (MoU) were executed with twelve peer-institutions in the district.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for

C. Any 2 of the above

**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)**

File Description	Documents
Paste web link of Annual reports of Institution	www.tgc.ac.in/images/tgc_0001-2022-23.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Topics on Gender and Feminism are a part of the syllabus in our humanities and social science departments to help gradually instil gender sensitisation among our students. At present Six departments deal with Gender related issues and topics as part of their General electives, Honours and Post-graduate syllabus. Five Departments viz. Bengali, Philosophy, History, Political Science, and English deal with gender issues in their Honours and General papers. The gender related topics that are taught are extremely varied and include the following areas; studies on feminism, literature and nonfictional works by women authors; writings on or about women by well known authors; gender as a social issue and sociology of gender; gendered inequalities, education and politics; women's empowerment and empowerment policies, democratic awareness through legal literacy, social issues and movements in India; and women studies in India. These courses draw the attention of students as to how gender ideologies play a major role in defining gendered relations

in the place of work, in the field of politics on the one hand and in giving rise to situations of gender violence on the other. Topics on Feminist theory, Western-Indian Feminism as well as issues addressing reservation of women in grass root democracy in Indian polity are also emphasized in the different curricula.

Link for Gender Sensitization Programme by WDC: chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.tgc.ac.in/pdf/iqac/7.1.1_Gender%20Sensitization%20Programme%20by%20WDC_22-23.pdf

File Description	Documents
Annual gender sensitization action plan	https://www.tgc.ac.in/pdf/naac/7.1.1_gender_in_syllabus.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.tgc.ac.in/pdf/naac/7.1.1_safety_and_security.pdf

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

C. Any 2 of the above

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

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

Pollution is a menace to humanity. Being a major source of pollution, proper management of solid waste, E-waste and Lab waste is of utmost importance for any healthy organization

and society.

Solid waste management & Waste recycling system:

1. Waste boxes were kept in each and every corner of the college and handled by the concerned employees of the college.
2. Washroom chambers are vacated periodically through Civic Services to proximal dumping ground for consequent biofertilizer.
3. Washrooms are being regularly sanitized using eco-friendly chemicals.
4. Periodic awareness campaigns for all stakeholders.
5. Waste papers and materials are recycled or disposed through proper mechanism.
6. The hostel kitchen wastes are categorized and appropriately managed.

E-Waste Management: E-Wastes are kept in a separate isolated and unexposed area to prevent environmental pollution as well as allied hazards. The college administration always encourages recycling and vendors are encouraged to recycle usable parts of discarded e-waste materials.

Liquid waste management: Waste chemicals in the chemistry laboratories are properly disposed.

Green Campus Initiatives: Green initiatives like planting of trees are taken to make the campus eco-friendly. Care is taken to reduce paper wastage and substituting softcopies wherever possible.

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

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	D. Any 1 of the above
--	------------------------------

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

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

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

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

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

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

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

The institution is committed to maintaining diversity in the student profile to uphold the mandate of inclusive education. Under the Government admission policy, reservation of seats applies to SC, ST, OBC-A(Minority), OBC-B, and Physically Challenged (PC) categories. A nominal fee structure for all students allows quality education for economically challenged ones. Departments work sincerely to cater to the needs of first-generation learners from socially challenged backgrounds and also organize remedial classes for slow learners. The Institution has constituted an "Equal Opportunity Cell" comprising teachers and non-teaching staff to cater to the needs of all students irrespective of religion, caste, class, and gender. Picnics, cultural programs, and the celebration of the spring season bind the teachers and students in mutual harmony.

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

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

The institution takes initiatives to sensitize students and employees towards the values, duties, rights, and responsibilities of citizens.

- An IPR seminar titled "Exploring the power of Intellectual Property Rights" was held in offline mode on 26th August 2023 at 12 noon. The speaker was Dr. Ruksanara Begum, Associate Professor of Geography, Barasat Government College, Barasat, North 24 Parganas.
- An online quiz competition was organized on 15th August 2022 jointly by the Department of History, Central Library & IQAC of Taki Government College and S.B.S. Government College as a celebration of the 75th year of Indian Independence. The topic of the quiz competition was the "Indian Freedom Movement".
- Vaccination program for students of Taki Govt. College was also organized by our college in collaboration with Higher Education Department and Department of Health, Government of West Bengal on 17th and 18th of August, 2022 in our college premises.
- An awareness program on eye donation in collaboration with 'Taki Netralok chakkhu Sangraha Kedra' was organized by Taki Govt. College on 5th January 2023 at 12 noon. Energetic participation of Teaching, non-teaching staff, and students was shown in a road rally for this awareness program in the nearby areas of our college.
- The Institution also celebrated Independence Day, Republic Day, Foundation Day etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://tgc.ac.in/pdf/igac/Sensitization%20programme%20for%20students-2022-23.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and

C. Any 2 of the above

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

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

Every year, Taki Government College organizes national and international commemorative events, festivals, and days on its campus. During the academic session 2022-23, the college celebrated several events, including Independence Day, Teachers' Day, National Eye Donation Week, Republic Day, International Mother Language Day, International Women's Day, and Rabindra Jayanti. To celebrate these occasions, various cultural programs, quiz competitions, seminars, and other activities were organized by the college's Cultural Committee, Women Development cell, IQAC, and other departments.

Our Officer-in-Charge, Dr. Shanta Mukhopadhyay, hoisted the flag on Independence Day and Republic Day. Again, to celebrate the 75th Independence Day of India (Azadi ka Amrit Mahotsav), an online quiz competition on the Indian Freedom Movement was jointly organized by the Department of History, Central Library, and IQAC of Taki Government College and S.B.S. Government College, Hilli.

During National Eye Donation Week, the members of Taki Netralok Eye Collection Centre delivered a lecture on eye donation in the seminar hall of Taki Government College on 08.09.2022.

Furthermore, to celebrate International Women's Day, the Women Development Cell and Cultural Committee organized a seminar where renowned writer, Suddhasattwa Ghosh, delivered an invited lecture.

Finally, Teachers' Day, Rabindra Jayanti, and International Mother Language Day, various cultural programs were organized by the Cultural Committee and Department of Bengali.

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

TITLE OF THE PRACTICE: Water Conservation Awareness Campaign by Geography Department of Taki Govt. College.

Best Practice: II

TITLE OF THE PRACTICE: Publication of Magazines by students of various Departments of Taki Govt. College.

File Description	Documents
Best practices in the Institutional website	https://www.tgc.ac.in/pdf/BEST_practices_2022-23.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Taki Government College, established in 1950, has developed into one of the premier institutes of the state. Since inception it has aimed to impart holistic education to the locality. Being a government institution, it takes special care in providing Government scholarships, over and beyond the regular scholarships, such as Kanyasree, Vivekananda Merit cum Means, Aikyasree etc. The college attracts the achievers of the region as it has an unwavering history of nurturing excellent human resources through its competent teaching faculties and infrastructural support. The admission criteria is set as per Government regulations, and the college caters to socially and economically marginalized students, including plenty of students from minority communities.

Post-admission, all the students are oriented about preventing the menace of ragging through initiatives by Anti-Ragging Cell of the College and various grievance redressal committees of the college. All through the year, the students are oriented by the Career Counseling and Placement Cell elaborately wherein renowned experts are invited to deliver orienting lectures and need-based tips for further career building. In addition, students are always encouraged to foster social harmony, participate in festivals of all faiths and in events like Foundation Day, Teacher's Day celebration, Social outreach endeavors, NSS programs 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

1. The persistent need for expansion of present infrastructural facilities has been alleviated to some extent by the financial support of Rs. One crore from MPLAD funds, for construction of a new building. The plan will be to commence necessary groundwork for the project.
2. Introduction of NEP from 2023-24 Academic session will entail significant changes in several structural aspects of the College. The plan will be to assess the impact on the course design and offerings, admission process and physical infrastructure. Approval for new courses under MDC will be sought.
3. In view of the dilapidation of the hostel buildings of both Boys' hostel and Girls' hostel, the plan of IQAC will be to repair and upgrade the facilities, secure funding from the Government.
4. For RUSA, the plan will be to send requisition for disbursement of the balance amount of One Crore from the originally allotted amount of Two Crore.
5. The College will offer certain Add-on courses and/or Value added courses.
6. Collaboration will be undertaken with different peer-institutions and organizations in different levels of teaching-learning practices.
7. Organization of more job-oriented workshops and recruitment drive by reputed agencies and greater involvement of the NSS unit in various social-welfare program in the locality.